

Chief Building Official
City of Vancouver
515 West 10th Avenue
Vancouver, B.C. V5Z 4A8

**RE: SIGNING / SEALING AUTHORITY FOR CERTIFIED PROFESSIONAL PROJECTS WITH THE
CITY OF VANCOUVER**

This letter is to advise that I will be away from my office on the following dates:

From: _____ and returning on: _____.

In my absence I am delegating my authority as Certified Professional on active projects on the City of Vancouver to the following Certified Professional within my firm to act on my behalf and to review, sign and use their CP stamp on any relevant project documentation during my absence.

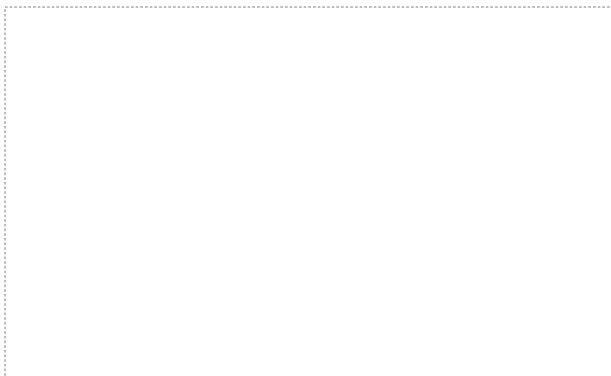
I confirm that I have reviewed the project scope and status with them and have informed the City's assigned project coordinator of my intended absence.

Certified Professional acting on my behalf: _____

Yours truly,

Signature

Date



Certified Professional Stamp