

# PROOF OF SUBMISSION

Texas Government Code §469.101 states: "All plans and specifications for the construction of or for the substantial renovation or modification of a building or facility must be submitted to the department for review if: (1) the building or facility is subject to this chapter; and (2) the estimated construction cost is at least \$50,000." 16 Texas Administrative Code §68.50(b) states: An architect, registered interior designer, landscape architect, or engineer with overall responsibility for the design of a building or facility subject to §469.101 of the Act, shall mail, ship, provide electronically, or hand-deliver the construction documents along with a Proof of Submission form to a registered accessibility specialist, or a contract provider not later than the twentieth day after the plans and specifications are issued. In computing time under this subsection, a Saturday, Sunday or legal holiday is not included."

The date that plans and specifications are issued shall be as defined by 16 Texas Administrative Code §68.10(16) which states: "**Issue** – To mail, deliver, transmit, or otherwise release plans or specifications to an owner, lessee, contractor, subcontractor, or any other person acting for an owner or lessee for the purpose of construction, applying for a building permit, or obtaining regulatory approval after such have been sealed by an architect, registered interior designer, landscape architect, or engineer. In the case of a state-funded or other public works project, it is the time at which plans or specifications are publicly posted for bids, after such plans or specifications have been sealed by an architect, registered interior designer, landscape architect, or engineer."

**FORM MUST BE COMPLETED IN FULL**

**PLEASE PRINT OR TYPE**

DESIGN PROFESSIONAL INFORMATION					
1. Last Name:		First Name:		Middle:	
2. Architect		Landscape Architect		Registered Interior Designer	
		Engineer		3. License #:	
4. Address:				Suite #:	
City:		State:		Zip Code:	
5. Phone Number:		6. Fax Number:		7. Email:	

PROJECT INFORMATION		
8. Project Name:		9. TDLR Project #: (if applicable)
10. Address:		Suite #:
City:	County:	Zip Code:

11. I hereby notify the Texas Department of Licensing and Regulation of the described project and of my intent to perform, or cause to be performed, all services necessary to design said project in accordance with the provisions of Texas Government Code, Chapter 469. I certify that I am the registered design professional with overall responsibility for the design of the project and whose seal is affixed to the construction documents. I am mailing, delivering, transmitting, or otherwise releasing these construction documents to an owner, lessee, contractor, subcontractor or other person for the purpose of construction, applying for a building permit, or obtaining regulatory approval. In the case of a state-funded or other public works project, the date of issue is the time at which construction documents are publicly posted for bids.

\_\_\_\_\_ or  
**Date Construction Documents Issued**

\_\_\_\_\_ to RAS # \_\_\_\_\_ Name: \_\_\_\_\_  
**Date Construction Documents Submitted**

**Signature of Design Professional:** \_\_\_\_\_ **Date of Signature:** \_\_\_\_\_

**TDLR USE ONLY**

**DO NOT WRITE BELOW THIS LINE**