



BATTLE CREEK

Michigan

Permit Guide Registered Design Professional Form

Registered Design Professional in Responsible Charge (DPRC)

In accordance with the section 107.3.4 MBC 2015, the Project Owner must designate the licensed architect or engineer who is the project's Registered Design Professional in Responsible Charge.

The designated architect/engineer must be a licensed professional, and is responsible for reviewing and coordinating all submittal documents prepared by consultants for compatibility with the building design. Documents may include: design/build submittals, deferred submittals, special inspections and structural observations.

Project Address: _____

Project/Tenant Name: _____

COL Project #: _____

Registered Design Professional in Responsible Charge

First Name: _____ Last Name _____

Company: _____ Phone: (_____) _____ - _____

Address: _____ City: _____ State: _____ Zip: _____

E-mail: _____

Cell: (_____) _____ - _____

Fax: License #: (_____) _____ - _____

I accept the Responsibilities of DPRC: Signature: _____

Owner Information:

First Name: _____ Last Name: _____

Address: _____ City: _____ State: _____ Zip: _____

E-mail: _____

Cell: (_____) _____ - _____

Fax: License #: (_____) _____ - _____

As the **PROJECT OWNER**, I designate the above person as my registered professional for the project noted. I understand that the architect/engineer designated shall be responsible for reviewing and coordinating all submittal documents prepared by others for the duration of the project. I also understand that I must provide written notification to the Building Official if my designee is changed.

Owner Signature _____ Date: _____