**Schedule 1: Designer Information**

Use one form for each individual who reviews and takes responsibility for design activities with respect to the project.

**A. Project Information**

<table>
<thead>
<tr>
<th>Building number, street name</th>
<th>Unit no.</th>
<th>Lot/con.</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Municipality</th>
<th>Postal code</th>
<th>Plan number/other description</th>
</tr>
</thead>
</table>

**B. Individual who reviews and takes responsibility for design activities**

Name | Firm
---|---
Street address | Lot/con.
| Municipality | Postal code | Province | E-mail |
| Telephone number | Fax number | Cell number |
| ( ) | ( ) | ( ) |

**C. Design activities undertaken by individual identified in Section B. [Building Code Table 2.20.2.1]**

- House
- Small Buildings
- Large Buildings
- Complex Buildings
- HVAC – House
- Building Services
- Detection, Lighting and Power
- Fire Protection
- Building Structural
- Plumbing – House
- Plumbing – All Buildings
- On-site Sewage Systems

**Description of designer’s work**

**D. Declaration of Designer**

I ___________________________ declare that (choose one as appropriate):

- I review and take responsibility for the design work on behalf of a firm registered under subsection 2.17.4. of the Building Code. I am qualified, and the firm is registered, in the appropriate classes/categories.
  - Individual BCIN: _______________________________
  - Firm BCIN: _______________________________

- I review and take responsibility for the design work and am qualified in the appropriate category as an “other designer” under subsection 2.17.5. of the Building Code.
  - Individual BCIN: _______________________________

- Basis for exemption from registration: __________________________________________

- The design work is exempt from the registration and qualification requirements of the Building Code.
  - Basis for exemption from registration and qualification: ____________________________

I certify that:

1. The information contained in this schedule is true to the best of my knowledge.

2. I have authority to bind the corporation or partnership (if applicable).

Date: ___________________________ Signature of Designer: ___________________________

*For the purposes of this form, "individual" means the "person" referred to in Clause 2.17.4.7.(1)(d), Article 2.17.5.1. and all other persons who are exempt from qualification under Subsections 2.17.4. and 2.17.5.

NOTE:

1. Firm and Individual BCIN numbers are not required for building permit applications submitted prior to January 1, 2006.

2. Schedule 1 does not need to be completed by architects, or holders of a Certificate of Practice or a Temporary License under the Architects Act.*