

Consultant's Letterhead

Letter of Appointment

Date:

NEW WESTMINSTER FILE:

CONSULTANTS FILE:

City of New Westminster
Engineering Services

Attention: (City Project Manager)

Re: _____ Lot (Subdivision/Multi-Family) Development at _____ - _____ Street/Avenue

Dear Sirs:

I/We confirm that (Consulting Firm) has been retained by (Developer) to carry out construction survey, design, construction inspection, field coordination, preparation and certification of as-constructed drawings and completion of the Tangible Capital Assets Form for the above noted project.

Developer's Signature

(Please print first and last name)

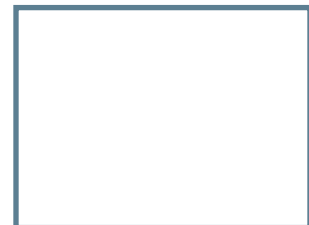
We confirm that the above noted Developer has retained (Consulting Firm) to carry out the above services, and I, the undersigned, will be the Engineer-of-Record for this project.

I will provide an onsite representative during construction. He/She will be responsible for carrying out the above duties on my behalf and under my direct supervision. I understand that delegation of any authority to other individuals will not affect my responsibilities and accountability to the project.

I further confirm that I will formally advise you in writing should my contract agreement with the above Developer be terminated or amended such that I am unable to comply with the above provisions, and that I will retain a competent Professional Engineer to act on my behalf as Engineer-of-Record, should I be unavailable during the construction stage of the project.

Yours truly,

Seal:



, P.Eng