

Construction Industry Communication #04

From: Amit Ghosh, Chief Building Official
Re: Sealing of Construction Documents by a Registered Design Professional
Date: July 21, 2015

Requirements: Ohio Building Code Section 106.2.1 stipulates that construction documents bear the seal of a registered professional pursuant to Section 3791.04 of the Ohio Revised Code.

Background: This memorandum references the Ohio Administrative Code Sections 4703-3-01 and 4733-23-01 and clarifies the sealing requirements of the City of Columbus for construction documents.

Memorandum:

- A. Documents prepared by a registered architect shall bear the architect's seal, above the architect's printed name, license number and expiration date of the architect's license, and an ink or electronic signature, to the title or first sheet of bound sets of drawings, to the title page of bound specifications and to other drawings and contract documents.
- B. Documents prepared by a registered professional engineer or a registered professional surveyor shall be stamped with the seal and be signed and dated, or bear a computer generated seal and electronic signature and date on each sheet of drawings and title page of bound information.

Corporate or firm seals are not permitted in Ohio. Only the name of one registered design professional may appear on the seal for document submission purposes.