

Building Permit Number  
(for Authority Having Jurisdiction)

Project Reference / Components  
(for Registered Professional of Record)

SCHEDULE C-3  
ASSURANCE OF DELEGATED DESIGN COMPLIANCE AND FIELD  
REVIEWS BY THE DELEGATED PROFESSIONAL

- Notes: 1. Italicized words contained in this schedule have the same meanings as defined in the National Building Code – 2023 Alberta Edition (NBC(AE)).
2. This schedule shall be submitted by each registered professional, that has been delegated responsibility for design and field reviews of specific building components, to the registered professional(s) of record after substantial completion of the applicable project work and before permission to occupy is given by the authority having jurisdiction.
3. This schedule is endorsed by the Alberta Association of Architects and the Association of Professional Engineers and Geoscientists of Alberta. Both associations have a user guide available on their website that provides information on the use of this schedule.

To: the registered professional(s) of record

Name of registered professional(s) of record (print)

Re:

Name of project (print)

Address or legal survey description of project (print)

The undersigned registered professional hereby gives assurance that
(a) the submitted design of the

Enter specific components here:

- components of the project described on the drawings and specifications prepared by them substantially complies with the NBC(AE) and the Safety Codes Act (SCA);
(b) they have made available to the registered professional(s) of record submittals showing the intended design of the components identified above for review prior to construction;
(c) they have fulfilled their obligations for field reviews as outlined in Sentence 2.4.2.3.(3) of Division C of the NBC(AE);
(d) they have made available to the registered professional(s) of record, all documents supporting all approved changes made during construction;
(e) the final design of the components described above (including approved changes), as constructed, substantially complies with the NBC(AE) and SCA; and
(f) they are a registered professional as defined in the NBC(AE).

\_\_\_\_\_  
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**Schedule C-3 - Continued**

**Professional Permit Holder** (if applicable)

\_\_\_\_\_  
*Professional permit holder's phone number*

\_\_\_\_\_  
*Professional permit holder's e-mail (print)*

\_\_\_\_\_  
*Professional permit holder's validation*

**Registered Professional**

\_\_\_\_\_  
*Registered professional's legal name (print)*

\_\_\_\_\_  
*Registered professional's address (print)*

\_\_\_\_\_  
*Registered professional's phone number*

\_\_\_\_\_  
*Registered professional's e-mail (print)*

\_\_\_\_\_  
*Registered professional's authentication*