

**SPECIAL PLANS EXAMINER /SPECIAL INSPECTOR
ACKNOWLEDGEMENT FORM - WSEC**

The referenced project requires special plans examination and/or special inspection in accordance with County policy. Please note that while every effort is made to assure the accuracy of the information contained in this brochure it is not warranted for accuracy. This document is not intended to address all aspects or regulatory requirements for a project and should serve as a starting point for your investigation. For detailed information on a particular project, permit, or code requirement refer directly to the applicable file and/or code/regulatory documents, and the requirements of the Washington State Energy Code Commercial Provisions Chapters 1-5 or contact the appropriate Department or staff. Please acknowledge below and return to the Spokane County Department of Building and Planning. This form is required to be submitted prior to the issuance of the permit. If separate agencies/individuals are performing plans examination and special inspection services, separate forms will be required.

Date: _____

Project Address: _____

Project Name: _____ Project No.: _____

Project Owner: _____ Phone: _____

SPE/SI/Utility/Etc.: _____ Phone: _____

Alternate Phone: _____

Address: _____

Contact Name: _____ Phone: _____

STATEMENT OF UNDERSTANDING

We hereby acknowledge that we have been engaged by _____
For the purposes of conducting a plan review and/or a field inspection (check applicable) on the referenced project pursuant to the provisions of the Washington State Energy Code as it relates to the above stated project, and that we are aware that as a Special Plans Examiner/Special Inspector, duties and responsibilities as set forth in the SPE/SI program policies and handbook include (check applicable):

- | | | | |
|--|-----------------------------------|-------------------------------------|-----------------------------------|
| <input type="checkbox"/> Review and approve project plans for: | <input type="checkbox"/> Envelope | <input type="checkbox"/> Mechanical | <input type="checkbox"/> Lighting |
| <input type="checkbox"/> Observation and approval of: | <input type="checkbox"/> Envelope | <input type="checkbox"/> Mechanical | <input type="checkbox"/> Lighting |

All discrepancies shall be brought to the immediate attention of the designer/contractor for correction, then if uncorrected, to the proper design authority and to the Building Official. In addition, a final signed report is required to be submitted prior to the issuance of a Certificate of Occupancy. This report must state whether the work and the project was, to the best of our knowledge, completed in conformance with the approved plans and specifications and the applicable provisions of the Washington State NREC. Any work identified as not being in conformance is required to be brought into conformance, as is acceptable to the special inspector, prior to the issuance of a Certificate of Occupancy.

SPE/SI/Utility Signature: _____ Certification No.: _____

Owner: _____ Architect: _____

Contractor: _____