



- Note:
1. This letter must be submitted after the soil preparation for the subject property has been completed in accordance with the soils report recommendations but before the form inspection is made by the **building inspector**.
  2. Only an original Schedule printed by the **City of Richmond** or an unaltered copy of this Schedule is to be completed and submitted.

City of Richmond  
6911 No. 3 Road  
Richmond, BC V6Y 2C1

**ATTENTION: Director, Building Approvals Division**

Dear Sirs:

**Re: Address:** \_\_\_\_\_  
**Building Permit Application No.:** \_\_\_\_\_  
**(the "Project")**

The undersigned hereby gives assurance that he has carried out a subsurface investigation and **field reviews** in respect of the Project on the subject property in accordance with Division B Part 4, Section 4.2 of the current edition of the BC **Building Code**. Further, the undersigned hereby gives assurance that the soils affected by the **building** or **structure** or part of the **building** or **structure** have been prepared in accordance with the recommendations outlined in the soils report prepared by \_\_\_\_\_, dated \_\_\_\_\_.

\_\_\_\_\_  
Name (print)

\_\_\_\_\_  
Signed

\_\_\_\_\_  
Date

\_\_\_\_\_  
Address (print)

\_\_\_\_\_  
Phone

(Affix professional seal here)

**SCHEDULE D** cont'd  
Project Address:

(If the **registered professional** is a member of a firm, complete the following.)

I am a member of this firm: \_\_\_\_\_  
Name of Firm (print)  
\_\_\_\_\_  
Address (print)  
\_\_\_\_\_  
City

I sign this letter on behalf of myself and the firm.

- Note:*
1. The **City** of Richmond Building Regulation Bylaw 7230 defines a **registered professional** to mean a **person** who is registered or licensed to practise:
    - (a) as an architect under the Architects Act, or
    - (b) as a professional engineer under the Engineers and Geoscientists Act.
  2. The Local Government Act, Section 699 prescribes the requirements for a professional engineer with experience in geotechnical engineering.

