

Number: 99-7 (87-1)Page 1 of 3Date: September 15, 1998

## Subject:

Definition and requirements of an Affidavit Project  
In the City of Boston

## Determination:

Commissioner's Bulletin 87-1 is hereby rescinded.

## Part I

1. The purpose of this bulletin is to amplify the requirements for affidavit projects as authorized by the Massachusetts State Building Code (780CMR), and to clarify their application to the City of Boston.
2. Projects currently under construction on the effective date of this bulletin shall continue with respect to the requirements of bulletin 87-1. Projects currently under review or in the approval process shall be subject to the requirements of this bulletin.

## Part II

3. It is established policy that affidavits are to be filed with the Inspectional Services prior to the issuance of the building permit for certain buildings or structures. This will remain the policy when the estimated cost of the project exceeds a fair market estimated cost of \$1,000,000.00, or when the project, in the opinion of the head of the Plan Review division, is determined to be a "complex structure". Notwithstanding these requirements, the head of the Plan Review division, with the approval of the Commissioner, may require individual affidavits, such as structural or mechanical affidavits, if deemed necessary, on projects which may not otherwise qualify as "Affidavit Projects".
4. When a project is, under the above criteria, designated as an "Affidavit Project", the following affidavits shall be required:
  - A. Design Affidavits
    1. Architectural Design Affidavit
    2. Structural Design Affidavit
    3. Mechanical Design Affidavit
    4. Electrical Design Affidavit

Signed:

Commissioner

Inspectional Services Department

4. Continued

B. Inspection and Final Affidavits

5. Inspection Affidavit
6. Licensed Builder Affidavit
7. Inspection Final Affidavit (Architect and or Engineer)
8. Architectural Final Affidavit
9. Structural Final Affidavit
10. Mechanical Final Affidavit
11. Electrical Final Affidavit
12. Licensed Builder Final Affidavit

Copies of these affidavits are attached and made part of this bulletin.

5. The inspection Affidavit Architect or Engineer shall be in the employ of the Owner, Design Architect or Design Engineer, and not in the employ of the General Contractor (Licensed Builder), or acting as the General Contractor.
6. When the estimated cost of any project is expected to exceed \$2,000,000.00, or the project in the opinion of the head of the Plan Review division may be classified as a complex structure, the Owner, Inspection Architect, or Inspection Engineer shall appoint a qualified person to be the Clerk of the Works for the proposed project. In no case shall the Clerk of the Works be employed by or be responsible to the General Contractor (Licensed Builder). However, the Clerk of the Works, in addition to all other responsibilities shall be under the direct authority of the Commissioner of Inspectional Services or his designee, who shall approve the appointment of the Clerk of the Works prior to the issuance of the building permit. The Clerk of the Works shall submit a resume to the Commissioner or his designee, indicating his technical qualifications. Upon approval by the Commissioner, there shall be executed an Appointment and Approval form which is attached to this bulletin as Appendix A.  
  
The Commissioner or his designee may waive the requirement of a full time Clerk of the Works if in his opinion full time or site observation is not required. In such event the Inspection Architect or Engineer shall assume the duties of the Clerk during his weekly site visit.
7. The inspection Architect or Engineer or their representative shall make at least one site visit per week to the building or structure until the completion of the project. A report shall be filed monthly with the Commissioner or the local building inspector.  
  
In addition, the Clerk of the Works, as described above, shall maintain a daily log in a form as furnished or approved by the Inspectional Services Department.
8. With respect to the logbook as required by item #7, the following requirements shall be in force:
  - A. The log book must contain detailed information for all sign-ins so that a summary record of the project will be obtained. A copy of a sample log sheet is attached as an example.
  - B. Substantial changes in design as well as significant problems in construction must be reported to the Commissioner with proposed modifications or proposed problem solutions before they are affected.
  - C. Regular reports on progress and problems during construction are to be sent to the Commissioner on a monthly basis by the Licensed Builder or by the inspection affidavit engineer and or architect.

- 7
- D. An up to date project listing is to be filed with the Commissioner's Office containing the following information:
- a. work site phone number
  - b. Name, address and phone number of on-the-job Licensed Builder, Architect, Structural Engineer, etc.
  - c. Name, address, and phone number of owner or owner's representative.
- E. The fully documented project log must be accompanied by the request for a certificate of Occupancy. Moreover, any change in the estimated "fair cost" of the project shall be settled before a Final Certificate of Occupancy is issued
9. The Commissioner of Inspectional Services, at his Discretion, may require that the Inspection Affidavit Architect or Engineer visit the project on a more frequent basis than that required in No. 7 above.
10. The Inspection Affidavit Architect or Engineer and the Clerk of the Works shall promptly notify the Commissioner regarding any of the following events or conditions which he observes in the course of performing his duties: code violations, changes which affect code compliance, the use of any materials, assemblies, components, or equipment prohibited by code, major or substantial changes between approved plans and specifications and the work in progress, or any condition which he identifies as constituting as immediate hazard to the public.
11. Upon substantial completion of the project and prior to the issuance of a Certificate of Occupancy, a final affidavit will be required to be filed with the Department by the Inspection affidavit or engineer, as well as the other affidavit personnel. No final affidavit will be waived. However, a final affidavit may, upon good cause shown and at the discretion of the Commissioner, be furnished and accepted from an architect, engineer(s) and builder other than the one who first filed the Inspection Affidavit.
12. All architects or engineers as mentioned above must be registered in the Commonwealth of Massachusetts. They shall perform all services required under this Bulletin in a non-negligent manner in accordance with generally accepted standards of professional practice and in accordance with pertinent provisions of the Massachusetts State Building Code and other applicable laws, rules, and regulations. Nothing contained in the bulletins or in the affidavits required hereunder shall be deemed to reduce, extend, or modify the standard of professional care set forth in the foregoing sentence.
13. Certain plans and computations of complex structures or systems may be required by the Inspectional Services Department, to undergo examination by a second engineer or architect registered in the Commonwealth of Massachusetts. The expense of the second examination shall be borne by the owner. It shall consist of an examination by an impartial engineer or architect who, upon his examination and conference with the designer, will send a letter to the Commissioner of Inspectional Services state that he has checked the details, computations, stress diagrams and other data necessary to describe the construction and basis of calculations and further stating that in his judgement the requirements of the code have met with respect to the design.

Commissioner's Bulletin

Department of Inspectional Services  
Boston, MA

Number: 87 — 1

Date: January 16, 1987

Subject:

Definition and Requirements of An Affidavit Project  
in the City of Boston

Determination:

Part I

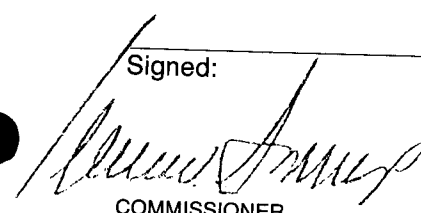
1. The purpose of this bulletin is to amplify the requirements for affidavit projects as authorized by Section 108.5, 108.6 and 127 of the Massachusetts State Building Code, Fourth Edition (780 CMR) and to clarify their application to the City of Boston.
2. This Bulletin supersedes Commissioner's Bulletin No. 180 as revised on September 7, 1984. Projects currently under construction at the date of this bulletin shall continue with respect to the requirements of Bulletin No. 180. Projects undergoing approval or which have been newly applied for shall be subject to this Bulletin.
3. This Bulletin may be referred to as Commissioner's Bulletin No. 87-1, January 16, 1987, or as the *Affidavit Project Bulletin*, and shall be effective as of the date of this Bulletin.

Part II

4. It is established policy that affidavits are to be filed with the Inspectional Services Department prior to the issuance of the building permit for all buildings or structures the cost of which exceeds a fair cost of \$950,000 or which, in the opinion of the Chief of the Plans & Permits Division, may be classified as "complex structures." (Please see Bulletin #86-6, December 15, 1986, for criteria of fair cost.)

Notwithstanding these requirements, the Chief of the Plans & Permits Division, with the approval of the Commissioner, may require individual affidavits, such as structural or mechanical affidavits, on projects with complex portions which may not otherwise be designated as "Affidavit Projects".

Signed:

  
COMMISSIONER  
INSPECTIONAL SERVICES

5. With respect to "complex structures", the Chief of the Plans & Permits Division shall, in determining whether a proposed building may be designated as an "Affidavit Project", set forth his reasons in a memorandum to the Commissioner who may approve or disapprove the recommendation that it be so included. If approved, the Chief of the Plans & Permits Division may then proceed per the remainder of this bulletin.
6. When a project is, according to the previously stated criteria, designated as an "Affidavit Project", the following affidavits shall be required:

A. *Design Affidavits*

1. Architectural Design Affidavit
2. Structural Design Affidavit
3. Mechanical Design Affidavit
4. Electrical Design Affidavit

B. *Inspectional and/or Final Affidavits*

5. Inspection Affidavit
6. Licensed Builder Affidavit
7. Inspection Final Affidavit (Architect or Engineer)
8. Architectural Final Affidavit
9. Structural Final Affidavit
10. Mechanical Final Affidavit
11. Electrical Final Affidavit
12. Licensed Builder Final Affidavit

The formats of these affidavits are attached and made a part of this Bulletin.

7. The Inspection Affidavit Architect or Engineer (See Affidavit No. B-5 in Item 6 above) or Engineer shall be in the employ of the Owner, Design Architect or Design Engineer and not in the employ of the General Contractor or acting as the General Contractor.
8. In pursuance of the affidavit system, the Owner or the Inspection Affidavit Architect or Engineer shall appoint a qualified person to be the Clerk of the Works for the proposed project. In no case shall the Clerk of the Works be employed by or responsible to the Affidavit Contractor. However, the Clerk of the Works, in addition to all other responsibilities, shall be under the direct authority of the Commissioner of Inspectional Services, who shall, in addition, approve the appointment of the Clerk of the Works prior to the issuance of the permit. The Clerk of the Works shall submit a resume to the Commissioner, or his designee, indicating his technical qualifications. Upon approval by the Commissioner, there shall be executed an Appointment and Approval Form which is attached to this Bulletin as Appendix A.

The requirement of a full-time Clerk of the Works may be waived by the Commissioner, if in his opinion, full-time, on-site observation is not required. In such event, the duties of the Clerk shall be performed by the Inspection Affidavit Architect or Engineer during his weekly site visit.

9. The Inspecting Affidavit Architect or Engineer shall make at least one site visit per week to the building or structure for which the application was approved until the work is completed. He shall make a report monthly to the Commissioner of his visits.

In addition, the Clerk of the Works, as described in No. 8 above, shall maintain a daily log in a form and with such detail as shall be described and authorized by the Department of Inspectional Services.

10. The affidavit contractor, or his agent, must, prior to the issuance of any permit and before the affidavit project is approved, submit to the Chief of the Plans & Permits Division a copy of an approved Street Occupancy Permit received from the Boston Transportation Department. The details of application and the criteria for approval are contained in the Transportation Department's CONSTRUCTION MANAGEMENT PROGRAM report of December, 1986 from page 9 to the end of the booklet, and are a part of this Bulletin by reference. For further details contact the Boston Department of Transportation, Traffic Management Division, Room 721, City Hall, Boston.

11. With respect to the log book required by #9 above, the following requirements shall be in force:
- A. The log book must contain sufficient detailed information for all sign-ins so that a summary record of the project will be obtained. A copy of a sample log sheet is attached as an example.
  - B. Substantial changes in design, as well as significant problems in construction must be reported to the Commissioner with proposed modifications or proposed problem solutions *before* they are affected.
  - C. Regular reports on progress and problems during construction are to be sent to the Commissioner on a monthly basis by the Licensed Builder or by the inspection affidavit engineer and/or architect.
  - D. An up to date project listing is to be filed with the Commissioner's Office containing the following information:
    - a. work site phone number
    - b. name, address and phone number of on-the-job Licensed Builder, Architect, Structural Engineer, etc.
    - c. name, address, phone number of owner or owner's representative.
  - E. The fully documented project log must be accompanied by the request for a Certificate of Occupancy. Moreover, any change in the estimated "fair cost" of the project shall be settled before a Final Certificate of Occupancy is issued. Details of the "fair cost" calculation are contained in Commissioner's Bulletin No. 86-6, December 15, 1986.
12. The Commissioner of Inspectional Services, at his discretion, may require that the Inspection Affidavit Architect or Engineer visit the project on a more frequent basis than that required in No. 9 above.
13. The Inspection Affidavit Architect or Engineer and the Clerk of the Works shall promptly notify the Commissioner regarding any of the following events or conditions which he observes in the course of performing his duties: code violations, changes which affect code compliance, the use of any materials, assemblies, components, or equipment prohibited by code, major or substantial changes between approved plans and specifications and the work in progress, or any condition which he identifies as constituting as immediate hazard to the public.
14. Upon substantial completion of the project and prior to the issuance of a Certificate of Occupancy, a final affidavit will be required to be filed with the Department by the Inspection Affidavit Architect or Engineer, as well as the other affidavit personnel indicated in the listing in No. 6 previous. No final affidavit will be waived. However, a final affidavit may, upon good cause shown and at the discretion of the Commissioner, be furnished and accepted from an architect, engineer(s) and builder other than the one who first filed the Inspection Affidavit.
15. All architects or engineers as mentioned above must be registered in the Commonwealth of Massachusetts. They shall perform all services required under this Bulletin in a non-negligent manner, in accordance with generally accepted standards of professional practice, and in accordance with pertinent provisions of the Massachusetts State Building Code and other applicable laws, rules, and regulations. Nothing contained in this Bulletin or in the Affidavits required hereunder shall be deemed to reduce, extend, or modify the standard of professional care set forth in the foregoing sentence.
16. Certain plans and computations for complex structures or systems may be required by the Inspectional Services Department, to undergo examination by a second engineer or architect registered in the Commonwealth of Massachusetts. The expense of the second examination shall be borne by the owner. It shall consist of an examination by an impartial engineer or architect who, upon his examination and conference with the designer, will send a letter to the Commissioner of Inspectional Services stating that he has checked the details, computations, stress diagrams and other data necessary to describe the construction and basis of calculations and further stating that in his judgment the requirements of the Code have been met with respect to the design.
17. Neither the Inspectional Services Department nor the Commissioner of Inspectional Services can or shall become a party or a mediator of any contractual or financial disputes in relation to any construction subject to this bulletin.
18. Nothing contained in this bulletin shall have the effect of waiving or limiting the Department's authority to enforce the Code with respect to examination of the contract documents, including plans, computation and specifications, or with respect to field inspection of construction work in progress.

19. The Commissioner of Inspectional Services may, upon written request of applicant, waive any part or all of this bulletin. The request shall include permit number, address, description of the proposed project including estimated cost and the specific reasons for the waiver requested. The Commissioner shall approve or reject the written request. In the case of approval, the Commissioner shall state the limits of the waiver and identify the specific conditions of the project which render the affidavit process or waived part thereof unnecessary or impossible.
20. In addition to all other requirements, the owner of the contractor shall present to the Department proof of a contract for rodent extermination which will show that extermination will take place before, during and at the completion of demolition. Rodent extermination is required for all excavation, foundation, basement and first floor work and on additional floors if they have been vacant.
21. It should be understood that this Bulletin does not apply to an applicant who applies and qualifies under the "Fast Track Permit Procedures" as outlined in Commissioner's Bulletin No. 86-5, December 10, 1986.

## APPENDIX A

### **ORDER OF THE COMMISSIONER OF INSPECTIONAL SERVICES CONCERNING ACCEPTANCE OF CLERK OF WORKS & REPORT REQUIREMENTS ON PROJECT**

Pursuant to Sections 108.6 and 127.4 of the Commonwealth of Massachusetts State Building Code (the "Code") and Commissioner's Bulletin, the following procedure for construction inspection reporting is hereby required during construction of the project.

The Project Representative (the "Representative") engaged by the Architect or owner to fulfill the requirements of Bulletin respecting a Clerk of the Works shall be subject to the approval of the Commissioner, which approval shall not be unreasonably withheld or delayed. The Commissioner may withdraw his approval of the Representative previously given if, in his reasonable judgment, the Representative is not discharging the responsibilities required by this Order with the professionalism required for a job of the size and complexity of the Project. Any replacement of the Representative shall be subject to the provisions of this paragraph concerning approval and withdrawal of approval by the Commissioner.

The Representative shall submit written reports directly to the Commissioner on the 1st day of each month. The reports shall contain a summary of construction activities on the Project site during the preceding month, including work in progress and work completed, and a summary of all material deviations from the plans and specifications upon which said Building Permits were issued, or the requirements of Code, observed during such period and the disposition thereof. In addition to such monthly reports, the Representative shall advise the Commissioner whenever in his professional judgment a condition arises in the course of construction of the Project which is a material deviation from the plans and specifications upon which said Building Permits were issued, or the requirements of the Code, the remedy or correction of which cannot be or is not being undertaken in the ordinary course. Such advice shall be in writing and shall be hand delivered to the Commissioner.



APPENDIX A

(continued)

**ORDER OF THE COMMISSIONER OF INSPECTIONAL SERVICES CONCERNING  
ACCEPTANCE OF CLERK OF WORKS & REPORT REQUIREMENTS ON PROJECT**

The Representative shall make available to the Commissioner for inspection at the site office for the Project all diaries and logs, records and reports of test procedures and results, and similar records maintained by the Representatives during the course of construction.

Signed for the Owner:

Signed for Department of  
Inspectional Services:

\_\_\_\_\_

\_\_\_\_\_

COMMISSIONER

Company: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Signed for the Affidavit Architect:

\_\_\_\_\_

Company: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Date: \_\_\_\_\_

Signed by Designated Clerk of the Works:

\_\_\_\_\_

Company: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Date: \_\_\_\_\_

## INSTRUCTIONS FOR MAINTAINING THE LOG BOOK

1. The Inspectional Services Department shall require the Affidavit Engineer or Architect to keep a log of his weekly visits until the final affidavit is filed. The log sheets shall be filed in a standard 3-ring loose-leaf binder with each page numbered.
2. The Log Book shall be signed by all Inspectional Services Department inspectors, all personnel for the testing lab, clerk of works, Affidavit Engineer and his consultants, and daily by the Licensed Builder.
3. The Log Book shall be kept in a neat and orderly manner and at a location where all required personnel shall have access to it.
4. The Clerk of the Works shall note conditions of weather, noting maximum wind velocity, maximum and minimum temperature and low temperature of preceeding 24-hour period. He shall also note maximum wind velocity and minimum temperatures for holidays and weekends when no construction operations take place.
5. The Log Book shall not be used as a visitor's registration book.
6. Whenever there is a change in the principal personnel of the project, all changes shall be duly noted, with the appropriate dates, on a new title sheet, marked Revision #1, etc. In addition, these changes should be mailed directly to the Commissioner of Inspectional Services.
7. After the final affidavit is signed and before the Certificate of Occupancy is granted, the Log Book shall be returned to the Inspectional Services Department.

PROJECT ADDRESS \_\_\_\_\_

LICENSED BUILDER: \_\_\_\_\_

Company: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Class: \_\_\_\_\_ Lic. No. \_\_\_\_\_

AFFIDAVIT ENGINEER or ARCHITECT: \_\_\_\_\_

Company: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Mass. Reg. No. \_\_\_\_\_

PERMITS:

NUMBER

CONTRACTOR

ADDRESS

Building \_\_\_\_\_

Electrical \_\_\_\_\_

Gas \_\_\_\_\_

Plumbing \_\_\_\_\_

Sprinkler \_\_\_\_\_

Elevator \_\_\_\_\_

# LOG BOOK

## Log Book Sheets

YEAR: \_\_\_\_\_

SHEET: \_\_\_\_\_

WARD: \_\_\_\_\_ PERMIT NO. \_\_\_\_\_

PROJECT ADDRESS: \_\_\_\_\_

SHEET: \_\_\_\_\_

[illegible]

COMPANY/POSITION

## ACTIVITY/FINDINGS

PROJECT LOCATION \_\_\_\_\_

LICENSED BUILDER: \_\_\_\_\_

Class: \_\_\_\_\_ Lic. No. \_\_\_\_\_

AFFIDAVIT ENGINEER or ARCHITECT: \_\_\_\_\_

Mass. Reg. No. \_\_\_\_\_

PERMITS:

NUMBER

CONTRACTOR

Building \_\_\_\_\_

Electrical \_\_\_\_\_

Gas \_\_\_\_\_

Plumbing \_\_\_\_\_

Sprinkler \_\_\_\_\_

Elevator \_\_\_\_\_

# AFFIDAVIT ARCHITECTURAL DESIGN

Permit No. \_\_\_\_\_

To the Commissioner, Inspectional Services Department.

Re: \_\_\_\_\_ Ward \_\_\_\_\_

I certify that to the best of my knowledge, information and belief, the plans and computations accompanying the attached application concerning the locus at

\_\_\_\_\_

\_\_\_\_\_ Ward \_\_\_\_\_ are in accordance with the requirements of the Massachusetts State Building Code and all other pertinent laws and ordinances.

\_\_\_\_\_  
ARCHITECT — MASS. REG. NO.

\_\_\_\_\_  
ADDRESS

\_\_\_\_\_  
PHONE

\_\_\_\_\_ 19 \_\_\_\_\_

Then personally appeared the above-named \_\_\_\_\_ and made oath that the above statement by him is true.

Before me,

\_\_\_\_\_

My Commission expires

\_\_\_\_\_ 19 \_\_\_\_\_

# AFFIDAVIT STRUCTURAL DESIGN

Permit No. \_\_\_\_\_

To the Commissioner, Inspectional Services Department.

Re: \_\_\_\_\_ Ward \_\_\_\_\_

I certify that to the best of my knowledge, information and belief, the plans and computations accompanying the attached application concerning the locus at

\_\_\_\_\_

\_\_\_\_\_ Ward \_\_\_\_\_ are in accordance with the requirements of the Massachusetts State Building Code and all other pertinent laws and ordinances.

\_\_\_\_\_  
ENGINEER — MASS. REG. NO.

\_\_\_\_\_  
COMPANY

\_\_\_\_\_  
ADDRESS

\_\_\_\_\_  
PHONE

\_\_\_\_\_ 19 \_\_\_\_\_

Then personally appeared the above-named \_\_\_\_\_  
and made oath that the above statement by him is true.

Before me,

\_\_\_\_\_  
My Commission expires

\_\_\_\_\_ 19 \_\_\_\_\_

# AFFIDAVIT MECHANICAL DESIGN

Permit No. \_\_\_\_\_

To the Commissioner, Inspectional Services Department.

Re: \_\_\_\_\_ Ward \_\_\_\_\_

I certify that to the best of my knowledge, information and belief, the plans and computations accompanying the attached application concerning the locus at

\_\_\_\_\_ Ward \_\_\_\_\_ are in accordance with the requirements of the Massachusetts State Building Code and all other pertinent laws and ordinances.

\_\_\_\_\_  
ENGINEER — MASS. REG. NO.

\_\_\_\_\_  
COMPANY

\_\_\_\_\_  
ADDRESS

\_\_\_\_\_  
PHONE

\_\_\_\_\_ 19 \_\_\_\_\_

Then personally appeared the above-named \_\_\_\_\_  
and made oath that the above statement by him is true.

Before me,

\_\_\_\_\_  
My Commission expires

\_\_\_\_\_ 19 \_\_\_\_\_



# AFFIDAVIT ELECTRICAL DESIGN

Permit No. \_\_\_\_\_

To the Commissioner, Inspectional Services Department.

Re: \_\_\_\_\_ Ward \_\_\_\_\_

I certify that to the best of my knowledge, information and belief, the plans and computations accompanying the attached application concerning the locus at

\_\_\_\_\_

\_\_\_\_\_ Ward \_\_\_\_\_ are in accordance with the requirements of the Massachusetts State Building Code and all other pertinent laws and ordinances.

\_\_\_\_\_  
ENGINEER — MASS. REG. NO.

\_\_\_\_\_  
COMPANY

\_\_\_\_\_  
ADDRESS

\_\_\_\_\_  
PHONE

\_\_\_\_\_ 19 \_\_\_\_\_

Then personally appeared the above-named \_\_\_\_\_  
and made oath that the above statement by him is true.

Before me,

\_\_\_\_\_  
My Commission expires

\_\_\_\_\_ 19 \_\_\_\_\_

## INSPECTION AFFIDAVIT

Permit No. \_\_\_\_\_

To the Commissioner, Inspectional Services Department.

Re: \_\_\_\_\_ Ward \_\_\_\_\_

I certify that I shall make at least one site visit per week from start to completion of construction to observe compliance with the Code and the approved plans and will make a report of my visits and findings. There will be a representative in my employ or in the employ of the owner on site, as outlined in Commissioner's Bulletin No. 86-revised, during construction operations. He will maintain a daily log of construction activities and report any discrepancies noted to me for my action or for my reporting to Inspectional Services Department. If the need or the situation warrants, I may substitute a Massachusetts registered architect or engineer for me subject to the written approval of the Inspectional Services Commissioner.

\_\_\_\_\_  
ARCHITECT OR ENGINEER — MASS. REG. NO.\_\_\_\_\_  
COMPANY\_\_\_\_\_  
ADDRESS\_\_\_\_\_  
PHONE

\_\_\_\_\_ 19 \_\_\_\_\_

Then personally appeared the above-named \_\_\_\_\_  
and made oath that the above statement by him is true.

Before me,

\_\_\_\_\_  
My Commission expires

\_\_\_\_\_ 19 \_\_\_\_\_

**AFFIDAVIT  
LICENSED BUILDER**

Permit No. \_\_\_\_\_

To the Commissioner, Inspectional Services Department.

Re: \_\_\_\_\_ Ward \_\_\_\_\_

I certify that I am duly licensed to take personal charge of work under the provisions of the Massachusetts State Building Code and that I shall perform only that work described on the Building Permit application and in accordance with the plans approved by the Inspectional Services Department. I further certify that this work shall be done in accordance with the provisions of the Massachusetts State Building Code and that I will be on the site at all times

during the construction of operations at \_\_\_\_\_

\_\_\_\_\_  
LICENSED BUILDER

\_\_\_\_\_  
LICENSE NO.

\_\_\_\_\_  
CLASS

\_\_\_\_\_  
WHEN EXPIRES

\_\_\_\_\_  
COMPANY

\_\_\_\_\_  
ADDRESS

\_\_\_\_\_  
PHONE

\_\_\_\_\_ 19 \_\_\_\_\_

Then personally appeared the above-named \_\_\_\_\_  
and made oath that the above statement by him is true.

Before me,

\_\_\_\_\_  
My Commission expires

\_\_\_\_\_ 19 \_\_\_\_\_

## INSPECTION FINAL AFFIDAVIT

To the Inspectional Services Commissioner:

I certify that I, or my authorized representative, have inspected the work associated with Permit No. \_\_\_\_\_, dated \_\_\_\_\_, locus \_\_\_\_\_

Ward \_\_\_\_\_ (on the dates used below or on at least \_\_\_\_\_ occasions during construction), and that to the best of my knowledge, information, and belief the work has been done in conformance with the permit and plans approved by the Inspectional Services Department and with the provisions of the Massachusetts State Building Code and all other pertinent laws and ordinances.

\_\_\_\_\_  
ARCHITECT OR ENGINEER — MASS. REG. NO.

\_\_\_\_\_  
COMPANY

\_\_\_\_\_  
ADDRESS

Inspection Dates:

\_\_\_\_\_ 19 \_\_\_\_\_

Then personally appeared the above-named \_\_\_\_\_  
and made oath that the above statement by him is true.

Before me,

\_\_\_\_\_  
My Commission expires

\_\_\_\_\_ 19 \_\_\_\_\_

## ARCHITECTURAL FINAL AFFIDAVIT

To the Inspectional Services Commissioner:

I certify that I, or my authorized representative, have inspected the work associated with Permit No. \_\_\_\_\_, dated \_\_\_\_\_, locus \_\_\_\_\_

Ward \_\_\_\_\_ (on the dates used below or on at least \_\_\_\_\_ occasions during construction), and that to the best of my knowledge, information, and belief the work has been done in conformance with the permit and plans approved by the Inspectional Services Department and with the provisions of the Massachusetts State Building Code and all other pertinent laws and ordinances.

ARCHITECT — MASS. REG. NO. \_\_\_\_\_

COMPANY \_\_\_\_\_

ADDRESS \_\_\_\_\_

PHONE \_\_\_\_\_

Inspection Dates:

\_\_\_\_\_ 19 \_\_\_\_\_

Then personally appeared the above-named \_\_\_\_\_ and made oath that the above statement by him is true.

Before me,

My Commission expires

\_\_\_\_\_ 19 \_\_\_\_\_

## STRUCTURAL FINAL AFFIDAVIT

To the Inspectional Services Commissioner:

I certify that I, or my authorized representative, have inspected the work associated with Permit No. \_\_\_\_\_, dated \_\_\_\_\_, locus \_\_\_\_\_

Ward \_\_\_\_\_ (on the dates used below or on at least \_\_\_\_\_ occasions during construction), and that to the best of my knowledge, information, and belief the work has been done in conformance with the permit and plans approved by the Inspectional Services Department and with the provisions of the Massachusetts State Building Code and all other pertinent laws and ordinances.

\_\_\_\_\_  
ENGINEER — MASS. REG. NO.

\_\_\_\_\_  
COMPANY

\_\_\_\_\_  
ADDRESS

\_\_\_\_\_  
PHONE

Inspection Dates:

\_\_\_\_\_ 19 \_\_\_\_\_

Then personally appeared the above-named \_\_\_\_\_  
and made oath that the above statement by him is true.

Before me,

\_\_\_\_\_  
My Commission expires

\_\_\_\_\_ 19 \_\_\_\_\_

## MECHANICAL FINAL AFFIDAVIT

To the Inspectional Services Commissioner:

I certify that I, or my authorized representative, have inspected the work associated with Permit No. \_\_\_\_\_, dated \_\_\_\_\_, locus \_\_\_\_\_

Ward \_\_\_\_\_ (on the dates used below or on at least \_\_\_\_\_ occasions during construction), and that to the best of my knowledge, information, and belief the work has been done in conformance with the permit and plans approved by the Inspectional Services Department and with the provisions of the Massachusetts State Building Code and all other pertinent laws and ordinances.

\_\_\_\_\_  
ENGINEER — MASS. REG. NO.

\_\_\_\_\_  
COMPANY

\_\_\_\_\_  
ADDRESS

\_\_\_\_\_  
PHONE

Inspection Dates:

\_\_\_\_\_ 19 \_\_\_\_\_

Then personally appeared the above-named \_\_\_\_\_  
and made oath that the above statement by him is true.

Before me,

\_\_\_\_\_  
My Commission expires

\_\_\_\_\_ 19 \_\_\_\_\_

## ELECTRICAL FINAL AFFIDAVIT

To the Inspectional Services Commissioner:

I certify that I, or my authorized representative, have inspected the work associated with Permit

No. \_\_\_\_\_, dated \_\_\_\_\_, locus \_\_\_\_\_

Ward \_\_\_\_\_ (on the dates used below or on at least \_\_\_\_\_ occasions during construction), and that to the best of my knowledge, information, and belief the work has been done in conformance with the permit and plans approved by the Inspectional Services Department and with the provisions of the Massachusetts State Building Code and all other pertinent laws and ordinances.

\_\_\_\_\_  
ENGINEER — MASS. REG. NO.

\_\_\_\_\_  
COMPANY

\_\_\_\_\_  
ADDRESS

\_\_\_\_\_  
PHONE

Inspection Dates:

\_\_\_\_\_ 19 \_\_\_\_\_

Then personally appeared the above-named \_\_\_\_\_  
and made oath that the above statement by him is true.

Before me,

\_\_\_\_\_  
My Commission expires

\_\_\_\_\_ 19 \_\_\_\_\_



## LICENSED BUILDER FINAL AFFIDAVIT

To the Inspectional Services Commissioner:

I certify that I, or my authorized representative, have inspected the work associated with Permit No. \_\_\_\_\_, dated \_\_\_\_\_, locus \_\_\_\_\_

Ward \_\_\_\_\_ (on the dates used below or on at least \_\_\_\_\_ occasions during construction), and that to the best of my knowledge, information, and belief the work has been done in conformance with the permit and plans approved by the Inspectional Services Department and with the provisions of the Massachusetts State Building Code and all other pertinent laws and ordinances.

\_\_\_\_\_  
LICENSED BUILDER — LICENSE NO.

\_\_\_\_\_  
COMPANY

\_\_\_\_\_  
ADDRESS

\_\_\_\_\_  
PHONE

Inspection Dates:

\_\_\_\_\_ 19 \_\_\_\_\_

Then personally appeared the above-named \_\_\_\_\_  
and made oath that the above statement by him is true.

Before me,

\_\_\_\_\_  
My Commission expires

\_\_\_\_\_ 19 \_\_\_\_\_

