

**5.1.1 Seal Specifications.** Pursuant to Section 12-25-117(1), C.R.S., the seal authorized by the State Board of Licensure for Architects, Professional Engineers and Professional Land Surveyors for licensees is of the crimp type, rubber stamp type, and/or computer generated type. The seal shall be of a design and size shown below. The diameter of the outer circle shall be nominally 1 5/8 inches (41 mm) and the diameter of the inner circle shall be nominally 15/16 inches (24 mm). The license number assigned shall be centered in the inner area of the seal in the space occupied by the word "NUMBER" and the size of the numbers shall be the same size of the letters in the word "NUMBER". The word "NUMBER" should not appear on the seal. Seals obtained prior to July 1, 2005 shall be deemed acceptable.



**5.1.2 Seal Application.** A manual or electronic seal must be applied to either the final reproducible, the final reproduction, or the final electronic record document of all of the following:

- (a) Each sheet of engineering drawings.
- (b) The cover, title page, and table of contents of specifications bound in book form.
- (c) The title page of details bound in book form and prepared specifically to supplement project drawings.
- (d) The title or signature page of engineering reports.

**5.1.3 Signature and Date Required.** The manual or electronic signature of the licensee and date of signature shall be affixed to the document. **The signature of the licensee and date of signature shall appear through the seal.**

**5.1.3.1. Signature May Be Required By Public Agencies.** A public agency may require a manual or electronic signature of the licensee on reproductions.

**5.1.4 Sealing Documents That Are Not Final.** When a licensee seals engineering documents that are not final, the status of the engineering documents must be identified as preliminary. Further qualifying descriptors may be added, e.g. "for review", "not for construction", "for bid only".

**5.1.5 Limiting Scope of Responsibility.** When a licensee signs and seals a document, the licensee is responsible for the entire document unless the licensee limits the seal to one or more disciplines (e.g. civil, structural, mechanical, etc.) shown on the document. To limit the scope of responsibility for an engineering document to one or more disciplines, on the face of such document, the licensee must include a specific written statement adjacent to the seal that accurately reflects the scope of responsibility for the document.

All disciplines or aspects of the work shown on that document must be signed and sealed by the person(s) in responsible charge.