

Mississippi Board of Licensure for Professional Engineers & Surveyors
455 North Lamar Street, Suite 208
Jackson, MS 39202
601-359-6160
Email: information@pepls.state.ms.us
Website: www.pepls.ms.gov

Certificate of Authority Amendment Request Form

This ☐ **amendment** request is hereby made for the following firm currently licensed in the State of Mississippi to offer ☐ **engineering** ☐ **surveying** services.

What is the firm's License number? _____

What information are you amending? ☐ **Name of the business** ☐ **Designated Licensee**

If a name change, what is the new business name:

New name of Business: _____

Has the address of the business changed? ☐ **Yes** ☐ **No, if yes, please provide address**

Mailing Address of principal office: _____

Phone: _____ Email: _____

If you are changing the Designated Licensee, please provide the updated information below:

Designated Principal: _____ **Title:** _____

*(This must be a currently licensed Mississippi Professional Engineer or Surveyor (as applicable) * who is an employee and who has been designated by the firm, corporation, or partnership as a Principal Engineer or Surveyor (as applicable) acting on behalf of the firm, corporation, or partnership and should be a full-time employee. The Board considers a Principal Engineer or Surveyor (as applicable) to be a senior technical employee who is a licensed Professional Engineer or Surveyor (as applicable) and who makes significant technical and/or contractual judgments on behalf of the firm which would affect the firm's professional reputation and liability.)*

** Mississippi statute 73-13-43 states that an engineer who renders occasional, part-time or consulting engineering services to or for a corporation, firm or partnership may not be designated as being responsible for the professional activities of the firm.*

**Mississippi statute 73-13-105 states that a surveyor who renders occasional, part-time or consulting surveying services to or for a corporation, firm or partnership may not, for the purposes of this section, be designated as being responsible for the professional activities of the firm.*

If the Designated Principal Surveyor is neither the President, a Vice-President, Secretary, Partner, or Member (for an LLC), then you must enclose a copy of a Corporate Resolution verifying that this Professional Surveyor makes significant technical and/or contractual judgments on behalf of the firm which would affect the firm's professional reputation and liability.

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As the designated Mississippi Professional Engineer or Surveyor Principal, I am currently in good standing with the Board. I further certify by my signature that the information contained in this form is correct.

Signature of designated Mississippi Principal

Miss. License No.

Date

Questions for the Designated Licensee:

Have you ever been disciplined by any state licensing authority ? _____ **

Have you been convicted of a felony OR pleaded “nolo contendere” to a criminal charge?
_____ **

** If you answered ‘yes’, explain on a separate sheet of paper and label: Addendum.

Firms /Corporations / Partnerships: Have the primary officers or partners changed?

☐ **Yes** ☐ **No:** If yes, please provide the updated information on a separate sheet of paper. Include their name, title , address and Mississippi license number, if licensed in this state.

Designating Authority: I hereby designate the Mississippi licensed Professional whose signature appears for the Designated Licensee above as the partnership’s Principal Engineer or Surveyor (as applicable).

(To be completed only if the designated Principal is not an officer or partner of the firm / corporation or partnership.)

Signature of Partner

Name of Primary Officer or Partner

Date