

**LETTER OF AUTHORIZATION**

To  
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This serves to certify that I/We, being the registered proprietor(s)/Power of Attorney holder of the                      land                      described                      as                      Lot(s)

.....  
.....

Block/Section ..... Land District, do hereby authorize (Name of Qualified Person) ..... of (Qualified Person's Firm Name) ..... to prepare, apply and submit architectural plan\* / structural plan\* and all related documents, including application form of Occupation Permit on my/our behalf for the purpose of getting the approval for the Building Plan and related works in connection with the building operations thereat including application for Occupation Permit.

I/We certify that:

- (a) ..... is the only person given the authority to carry out the above work.
- (b) No other person/applicant aside from (a) is carrying out the above work;
- (c) No other person/applicant is given the authority to carry out the above work at a latter date unless the provisions under the Sarawak Buildings Ordinance, 1994, as contained in Clause 5(1) – (4) of Building By-Laws as contained in the Fourth Schedule (please refer overleaf) is/are complied with.

Dated: .....

Signed underneath by registered proprietor / Power of Attorney holder(s):

Name: ..... I/C No.: ..... Signature: .....

Name: ..... I/C No.: ..... Signature: .....

Name: ..... I/C No.: ..... Signature: .....

Address: ..... Company Seal:

Telephone No. ....

Witnessed by:

Name: ..... I/C No.: ..... Signature: .....

Address: .....

Occupation: .....

Date: .....

Name: ..... I/C No.: ..... Signature: .....

Address: .....

Occupation: .....

Date: .....

*\*Delete where applicable*

**Sarawak Building By-laws  
5(1) to (4)**

- 5.(1) The qualified person submitting the plan shall be responsible for the proper supervision of the works and shall continue to be so responsible until the completion of the works unless –
- (a) with the agreement of the local authority another qualified person is appointed to take over; or
  - (b) the local authority agrees to accept his withdrawal or replacement at the request of the owner provided that the owner shall be liable for all acts, omissions, neglects, defaults, claims or demands of the qualified person up to the date of his withdrawal or replacement.
- (2) Where the local authority agrees to accept a qualified person's withdrawal or replacement under paragraph (1)(b) the works shall not commence or continue until another qualified person is appointed to take over.
- (3) Upon the appointment of the second qualified person by the owner to take over the work, the second qualified persons shall be held responsible for all designs and construction of the works in its entirety and shall be required before taking over –
- (a) to have satisfied himself that the design and construction works to be taken over by him are sound; and
  - (b) to have carried out the necessary review of the design, inspection and testing of works and/or order such remedial works as may be required to enable him to take over such responsibilities.
- (4) Where any qualified person who has submitted any plan, drawing or calculation in respect of any building has died or become bankrupt or cannot be found or has been deregistered from the register or for any other reason ceased to practise, the owner shall as soon as practicable appoint another qualified person to act for him and to submit adequate evidence to the local authority of the circumstances.