

STATE OF DELAWARE



**DELAWARE ASSOCIATION OF PROFESSIONAL ENGINEERS**  
**92 Read's Way, Suite 208, New Castle, DE 19720**  
**PHONE: 302-323-4588**  
**E-mail: office@dape.org**

**APPLICATION FOR CERTIFICATE OF AUTHORIZATION**

**Check one:**

<p><b>{ } Initial Application</b>  Fees: \$200 due at time of application;  pro-rated portion of \$100 reg. fee can be  paid when applying or after approval.  Attachment: Copy of DE business license  OR letter of exemption</p>	<p><b>{ } Renewal Application</b>  Fees: \$150 due June 30 each year  Attachment: Copy of DE business license  OR letter of exemption</p>	<p><b>{ } Reinstatement Application</b>  Fees: \$150.00 + \$100/mo. for overdue  period (max. \$600)  Attachment: Copy of DE business license  OR letter of exemption AND list of DE  projects during lapsed period</p>
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**PAYMENT: CHECKS SHOULD BE MADE PAYABLE TO DAPE and mailed to address above.**

Application is hereby made to the Council of the Delaware Association of Professional Engineers for a Certificate of Authorization to permit the engineering corporation/partnership named below to practice or offer to practice engineering to the public in accordance with the Delaware Code, Title 24, Chapter 28, Section 2821 for the period from application approval to **June 30, 2019**.

**[ ] FIRM INFORMATION:**

Name: \_\_\_\_\_ Federal I.D. #: \_\_\_\_\_

Address of Main Office: \_\_\_\_\_

Address of Delaware Office: \_\_\_\_\_

Telephone Number: \_\_\_\_\_ Email: \_\_\_\_\_

State where incorporated/registered: \_\_\_\_\_

**[ ] Names/addresses of all Officers of Corporation. (Attachment permitted)**

**[ ] Names/addresses of all Board Members/ Principals/Partners. (Attachment permitted)**

**[ ] DELAWARE BUSINESS LICENSE** – All applicants are required to comply with Delaware State Tax laws.  
Contact the Delaware Division of Revenue at 302-577-8262.

[ ] Copy of current Delaware business license attached, OR

[ ] Copy of exemption from the Division of Revenue attached

**[ ] Names of designated officer(s) or employee(s) in responsible charge.**

Employee is defined under the IRS regulations as an individual receiving a W-2 form from a firm. An independent contractor is not an employee.

Each of the licensed professional engineers designated to be in responsible charge as defined in §2803 (26) shall sign in the space below and imprint his/her Delaware PE seal over the signature, thereby acknowledging the designation. (Attachment permitted)

Name:	License No.:	Signature**:	Officer/ Employee:
_____			
_____			
_____			

**\*\*Signature(s) certifies/certify that this firm has not engaged in the practice of engineering in Delaware without a valid Certificate of Authorization.**

**[ ] Seals of engineers listed above:**

**In the event of a change in any of the above names, DAPE must be notified within 30 days.**

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**AFFIDAVIT**

**STATE OF** \_\_\_\_\_

**COUNTY OF** \_\_\_\_\_

**I,** \_\_\_\_\_, being first duly sworn, deposes and says;

I, being an officer of the \_\_\_\_\_  
(Corporation, Partnership or other Registrant)

which is applying for a Certificate of Authorization, have executed the contents hereof; and to the best of my knowledge and belief, the foregoing statements are true in substance and effect and are made in good faith, with no information being suppressed which might affect this application. Acknowledgement is also made that DAPE has the authority pursuant to 28 Del. C. §2823 (a)(1) to revoke the Certificate of Authorization of any firm for fraud or deceit in the attempt to obtain any authorization to practice engineering in Delaware.

**(Please check one of the following:)**

- { } The firm has **not** practiced engineering in Delaware without a valid Certificate of Authorization.
- { } The firm has practiced engineering in Delaware without a valid Certificate of Authorization. Details attached.

Subscribed and sworn to before me this

\_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

**Signature/Title of Officer**

If Officer is a licensed Professional Engineer, he/she may certify this document is correct with his/her signature and seal, instead of having it notarized.

\_\_\_\_\_  
**Signature of Notary Public (Seal)**

**Commission expires:** \_\_\_\_\_