

To: Director of Building Department  
One Town Hall Plaza  
Clifton Park, NY 12065

I, \_\_\_\_\_, a New York State licensed  
*Print Name*

( ) architect

( ) professional engineer

have been retained by the owner or developer to make periodic inspections and reports of the

Building (type) \_\_\_\_\_

Located at \_\_\_\_\_

at regular intervals according to the Code of the Town of Clifton Park, in order to file a certificate of completion with the Building Department stating that to the best of my knowledge the building or structure has been completed in accordance with the approved drawings, specifications and addenda thereto, insofar as structural, fire, health and life safety are concerned, or shall state any defects of which I am aware.

\_\_\_\_\_  
Signature of architect of engineer

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

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

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

Sworn to before me,

This \_\_\_\_ day of \_\_\_\_\_, 20\_\_

\_\_\_\_\_

Notary public \_\_\_\_\_