

Sec. 20-289-7. Seals

(a) Each person granted a license shall use a seal, the design, arrangement, size and wording of which shall conform to that indicated in the figure below. Each licensee shall file with the board an image of the seal used by the licensee.



(b) Each corporation granted a certificate of authorization for the practice of architecture, or limited liability company granted a license for the joint practice of architecture, shall use a seal, the design, arrangement, size and wording of which shall conform to that indicated in the figure below. Each such corporation or limited liability company shall file with the board an image of the seal used by the corporation or limited liability company.



(c) An embossing seal, rubber stamp or electronic seal conforming to the above figures as applicable may be used by the licensee. Any other seal or rubber stamp, or any variation of the above, is disapproved and shall not be used.

(d) An electronic seal shall be permitted on electronic documents if all the following criteria are met:

- (1) It is unique to the architect;
- (2) It is verifiable;
- (3) It is under the architect's direct and exclusive control;
- (4) It is linked to the electronic document in such a manner that causes changes to be easily determined and visually displayed if any data in the electronic document file is changed subsequent to the electronic seal having been affixed to the electronic document;
- (5) Any attempt to change the electronic document after the electronic seal is affixed shall cause the electronic seal to be removed or altered significantly enough to invalidate the electronic seal; and
- (6) Any time the electronic document is to be electronically transmitted, the electronic

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document shall be converted to a read-only format.

(Effective April 22, 1988; Amended December 4, 1998; Amended June 18, 2015)