

PENNSYLVANIA



INSTRUCTIONS



PENNSYLVANIA

STATE REGISTRATION BOARD FOR PROFESSIONAL ENGINEERS, LAND SURVEYORS AND GEOLOGISTS

Mailing Address:

Engineer Board
P.O. Box 2649
Harrisburg, PA 17105-2649

Tel: 717.783.7049 Fax: 717.705.5540

E-Mail: st-engineer@pa.govWebsite: www.dos.pa.gov/eng**Courier Address:**

Engineer Board
2601 North Third Street
Harrisburg, PA 17110

CORPORATE / FICTITIOUS NAME REGISTRATION APPLICATION

Approval is for the use of a company NAME containing the word
“ENGINEER” or “SURVEY” or “GEOLOGY” (or any form thereof).

Approval by the Board is NOT required if any of the above three words, or any form thereof, do NOT appear in the company name. In this case, an application is not necessary. If the company name does include any of the words listed above, or any form thereof, you must complete this application.

1. The person named in Item #4 on the application MUST be licensed in Pennsylvania. PRINCIPAL is defined as a directing head or employee of firm or corporation in responsible charge of its activities and whose name, seal and signature, along with the date of the signature, shall be stamped on all plans, specifications, plats and reports issued by such firm or corporation.

THE LICENSED PROFESSION MUST COINCIDE WITH THE “WORD” APPEARING IN THE COMPANY NAME.

2. Item #5 must be signed and dated by the applicant.
3. The applicant MUST affix his professional seal in Block #6. If this is not done, the application will be returned.
4. Submit with the application a check or money order in the amount of \$25 payable to “Commonwealth of Pennsylvania” and mail to the above address.
5. Allow approximately 4 weeks for processing. Do NOT contact the Board office prior to the 4-week period regarding the status of your application. Mail your application “Certified-Return Receipt” for proof of receipt.

If a pending application is older than one year from the date submitted and the applicant wishes to continue the application process, the Board shall require the applicant to submit a new application including the required fee. In order to complete the application process, many of the supporting documents associated with the application cannot be more than six months from the date of issuance.

NOTE: A processing fee of \$20.00 will be assessed for any fee returned unpaid, regardless of the reason for non-payment. Notification (Certificate) of approval of the Corporate/Fictitious name will be sent to the applicant.

This Certificate MUST be included with other documents being submitted to the Corporation Bureau, 308 North Office Building, Harrisburg, PA 17120.

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APPLICATION

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LAND SURVEYORS AND GEOLOGISTS

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CORPORATE / FICTITIOUS NAME REGISTRATION APPLICATION - \$25

MUST BE TYPED OR PRINTED IN BLACK INK

1. Name of Company:

Street Address:

City, State, Zip:

E-Mail & Daytime Phone:

Name of Company Owner:

2. Name is (Check One): Corporate Name Fictitious Name

3. What type of service is the business providing?:

Circle one: Engineering

Land Surveying

Geological

4. Complete the information below for the individual who is a PRINCIPAL of the company and is licensed in Pennsylvania. (See #2 on the Instructions Page)

Name of Principal: _____

Street Address: _____

City, State, Zip: _____

License Number: _____

5.

VERIFICATION

6. Affix Professional Seal Here ↓

By signing below, I verify that this form is in the original format as supplied by the Department of State and has not been altered or otherwise modified in any way. I am aware of the criminal penalties for tampering with public records or information pursuant to 18 Pa. C.S. §4911.

Additionally, I certify that the statements in this application are true and correct to the best of my knowledge, information and belief, and that I am of good moral character. I understand that any false statement made is subject to the penalties of 18 Pa. C.S. §4904 relating to unsworn falsification to authorities and may result in the suspension or revocation of my license or certificate.

Printed Name of Applicant: _____

Applicant's Signature: _____

Date: _____