

Question of the Quarter

To: Helen Wright, Executive Director NSBLA
Caryl Davies, RLA No. 621

From: Ellis L. Antuñez, FASLA
Board Enforcement Investigation Officer
RLA No. 133

Date: August 14, 2014

RE: Use of Electronic Stamp

In Reference to the telephone discussion of Wednesday August 13, 2014, with Ms. Caryl Davies, RLA concerning the use of an electronic stamp on plans and specifications, the following is provided as a guide for stamping.

1. Electronic stamps are provided by the board and may be used in jurisdictions within the State of Nevada that recognize them. Not all jurisdictions recognize the use, this was made clear at last year's Blue Book meetings.
2. Where the electronic stamp is recognized, it is the registrants signature that must comply with the NRS and NAC that requires an original signature over the stamp.
 - a. Therefore, an electronic stamp may be used on a document, with an original signature over the stamp and the pertinent dates and information set as described in the NRS and NAC.
 - b. If a jurisdiction allows for a stamp and signature to be electronically applied to an "instruments of service", it is at the discretion of the registrant as to whether provide that or opt to provide an original stamp and signature on the documents.

The following are excerpts of the NRS and NAC as they pertain to the stamping of plans, specifications, reports and other "instruments of service".

NRS 623A.195 Seal: Design; use; unlawful acts

2. A plan, specification, report or other document issued by a holder of a certificate of registration for official use must be signed, sealed and dated on the title page by him or her with a permanently legible imprint of his or her seal and signature. The Board may adopt regulations specifying the manner in which a holder of a certificate of registration may electronically transmit such a plan, specification, report or other document.

NAC 623A.440 Instruments of service; official stamp. (NRS 623A.130, 623A.195)

1. All submitted instruments of service, including, without limitation, landscape architectural plans, specifications, reports, papers and other professional documents relating to the practice of landscape architecture, must be stamped, signed and dated pursuant to the provisions of subsection 3 by the registrant who prepared them or provided the direct supervision under which they were prepared.

2. If a submitted instrument of service, including, without limitation, a landscape architectural plan, specification, report, paper or other professional document relating to the practice of landscape architecture, is prepared by a person other than a registrant, the submitted instrument of service must contain the name and registration number of the registrant who provided the direct supervision under which the submitted instrument of service was prepared.

3. A registrant shall use the original stamp provided by the Board pursuant to NAC 623A.140 and place his or her original signature, the date of execution and the expiration

date of the registration across the stamp, on the front page of the work prepared by him or her.

4. If a professional document contains the product of more than one design professional, the registrant must stamp, sign and date the document pursuant to the provisions of subsection 3 and add a notation which clearly denotes the sheets that he or she prepared.

If you have any questions regarding this summary please, feel free to contact me.