

The Guam Board of Registration for

PROFESSIONAL ENGINEERS, ARCHITECTS & LAND SURVEYORS

Inetnon Rihestrasion Inheneron Prufisionat, Atketekto yan Agranensot Tano



CERTIFICATE OF AUTHORIZATION (COA) APPLICATION INSTRUCTIONS

A. General -

- An entity (corporation) must first secure a certificate from Guam Department of Revenue & Taxation as a foreign or domestic corporation. Submit to the Board copy of Articles of Incorporation, By-Laws and Certificate of Incorporation.
- ➤ Limited Liability Company must provide copy of Articles of Organization.
- > Partnerships must provide partnership agreement.
- > Sole proprietors using fictitious name must first secure a certificate of transacting business under a fictitious name from Guam Department of Revenue & Taxation.

B. Application -

- An application form for a Certificate of Authorization (COA) prescribed by the PEALS Board must be completed and filed with this Board. Please do not retype or re-create the application form. We will only accept applications originally formatted by this Board. The form is printed "upside down on reverse" for the ease of review. Documents other than this form will not be accepted.
 - The application must comply with the following: (Pursuant to Public Law 24-263)
 - a) A corporation, partnership, proprietorship or limited liability company desiring a certificate of authorization shall furnish the Board such information about its organization and activities as the Board may require by regulation;
 - b) Designate the individual or individuals registered on Guam to practice engineering, architecture, or land surveying as applicable who shall be in responsible control of the professional practice as the "Responsible Managing Employee (RME)";
 - c) A multi-discipline firm who has more than one (1) designated RME shall be required to have a minimum of one (1) RME available on a full time basis with 75% physical presence and must have full control over the particular services contracted for by the firm;
 - d) All off-island firms (out of Guam) granted a COA shall be required to maintain a local (Guam) office under the control of at least one (1) RME who shall be available on a full-time basis with a 75% physical presence in full control of the operations of the firm.
 - The application must include:
 - a) Application fee of \$75.00 check or money order payable to the "Treasurer of Guam".
- > It is mandatory that you provide all information requested. Omission of any item of requested information will result in delay of Board's action. Complete, type and sign the application.
- ➤ Upon approval, payment of a \$200.00 registration fee per type of service provided (if engineering, per engineering discipline) will be charged.



] NEW] AMENDMENT] RENEWAL

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GUAM 2

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E-mail: info@guam-peals.org

· :	APPLICATION FOR A CERTIFICATE OF AUTHORIZATION									
1	FIRM NAME/BUSINESS ADDRESS:			TYPE OF OWNERSHIP:						
				[] Corporation [] Partnership [] Limited Liability Company [] Sole Proprietorship [] Other						
1a	APPLICATION IS FOR:		2a	PRESENT FIRM INCORPORATED or ORGANIZED IN:						
	[] Parent Company [] Branch or Subsidiary <i>(complete block 3)</i>			City State Date						
3	Name of Parent Company/Business Address, if any:		4	Professional Services to be provided:						
				[] Civil Engineering [] Architecture [] Electrical Engineering [] Land Surveying [] Mechanical Engineering [] Construction Mgmt [] Structural Engineering [] Other						
5 RESPONSIBLE MANAGING EMPLOYEE (RME) FOR PROFESSIONAL SERVICES TO BE PROVIDED:										
NAME PROFESSIONAL SERV		ICE	GUAM REG NO.	SIGNATURE						
6	GUAM OFFICE, if different from	om Block 1:(Pursuant to	Sectio	on 32123(c), GCA Ti	tle 22 as amended by P.L. 24-263)					
Business (Physical) Address: Telephor		Telephone:	ohone:		Mailing Address (if different from business address):					
		Fax:			·					
		E-Mail:								
7	7 NAME(S) OF RME WITH 75% PHYSICAL PRESENCE AND IN FULL CONTROL OF THE GUAM OPERATIONS:									
NAME		DISCIPLINE	DISCIPLINE		SIGNATURE					
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NAME:	RESIDENCE ADDRESS	REG/LIC NO.	DISCIPLINE	STATE
	STREET & NO.			
POSITION TITLE:	CITY:			
	STATE:			
SIGNATURE:	ZIP CODE:			ļ
	SS#:			
NAME:	RESIDENCE ADDRESS	REG/LIC NO.	DISCIPLINE	STATE
	STREET & NO.			
POSITION TITLE:	CITY:			
	STATE:			
SIGNATURE:	ZIP CODE:			
	SS#:			
NAME:	RESIDENCE ADDRESS	REG/LIC NO.	DISCIPLINE	STATE
	STREET & NO.			
POSITION TITLE:	CITY:			
	STATE:			
SIGNATURE:	ZIP CODE:			
	SS#:			.
	IGNED BY ONE OF THE REGISTERED/LICENSED OWNER as are true to the best of my knowledge and belief. I cer Conduct of the Board of Professional Engineers, Archite	tify that I have read a cts and Land Surveyor	nd agree to abide be a sin effect at the t	Dy time
DATE	PRINT - NAME and POSITION TITLE	SIGI	NATURE	
SHALL BE A CHANGE II FORM AS ISSUED BY T TO SECTION 32123(b), SECTION 32120(d) OF SHALL HAVE THE POW	ENGINEERS, ARCHITECTS AND LAND SURVEYORS LAWN ANY OF THESE PERSONS DURING THE YEAR, SUCH HE BOARD WITHIN THIRTY (30) DAYS AFTER THE EFFI CHAPTER 32 OF TITLE 22 OF GUAM CODE ANNOTATE OF ALTO REVOKE A CERTIFICATE OF AUTHORIZATION, (INTERSHIP, SOLE PROPRIETORSHIP OR WHERE SUCH CORNE (1) OR MORE OF ITS DIRECTORS, PARTNERS OR PROPERTY OF AUTHORIZATION, (INTERSHIP) OR MORE OF ITS DIRECTORS, PARTNERS OR PROPERTY OF AUTHORIZATION, (INTERSHIP) OR MORE OF ITS DIRECTORS, PARTNERS OR PROPERTY OF AUTHORIZATION, (INTERSHIP) OR MORE OF ITS DIRECTORS, PARTNERS OR PROPERTY OF AUTHORIZATION, (INTERSTITED AUTHORIZATION), (INTERSTITED AU	CHANGE SHALL BE N ECTIVE DATE OF SAID ED, AS AMENDED BY AS AMENDED BY P.L. OR SUSPEND A CERTI RPORATION, PARTNER	CHANGE PURSU P.L. 24-263. 24-263: "THE BO FICATE OF ANY RSHIP OR	ANT

\$200.00 per service provided (if engineering, per discipline)

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Application Fee:

Initial Registration Fee:

Annual Renewal Fee: