



**STATE OF TENNESSEE
DEPARTMENT OF COMMERCE AND INSURANCE
STATE FIRE MARSHAL'S OFFICE
CODES ENFORCEMENT SECTION**

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<http://tn.gov/commerce/sfm/modindex.shtml>

MODULAR MEMORANDUM 2009-08

RE: Sealing, Signing, and Dating of Tennessee Modular Building Unit Plans, Compliance Assurance Manuals, Building System Manuals, and all other Required Documentation by Tennessee Registered Architects and/or Engineers

DATE: August 29, 2009

No Tennessee Modular Building Unit Model Plans, Compliance Assurance Manuals, Building System Manuals or any other required documentation that requires an Architect's and/or Engineer's seal will be accepted without the signature and date, in ink, over the seal. This action is being taken to comply with, **Tennessee Code Annotated, Title 62** and the Rules of the Tennessee Board of Architectural and Engineering Examiners, **Chapter 0120-2-.08, Seals**, which states:

“(2) The registrant shall stamp with his seal the following documents:

- (a) All original sheets of any bound or unbound set of working drawings or plans; and
- (b) The original cover or index page(s) identifying all specification pages covered.”

“(3) The registrant shall superimpose his signature (**not a rubber stamp**) and date of signature across the face and beyond the circumference of the seal on documents listed above.”

In addition:

“(5) **No registrant shall affix his seal or signature to sketches, working drawings, specifications, or other documents developed by others not under his responsible charge and not subject to the authority of that registrant in critical judgements.**”

In addition:

“(8) (a) Subject to the requirements of this rule, rubber stamp, embossed, transparent self-adhesive or electronically generated seals may be used. Such stamps or seals shall not include the registrant’s signature or date of signature.”

“(8) (b) Subject to the requirements of this rule, the registrant may affix an electronically generated signature and date of signature to documents; provided, however, that the registrant utilizes a secure method of affixation and provided that the registrant does not authorize any other person to so affix his signature and date.”

If you have any questions regarding this matter, please contact the Tennessee Board of Architectural and Engineering Examiners at (615) 741-3221 or 1-800-256-5758.

This memorandum supersedes and replaces Modular Memorandum No. 2004-06, dated August 24, 2004.