



# City of Parkland, Florida Records Retrieval Request Form

- View Records Only
- Request to Have City Record - Set of Plans Copied
- Request for original copy of City Record – c/o date – 10 years min.
- \$25.00 retrieval fee    Check # \_\_\_\_\_    Cash \_\_\_\_\_

**\*\*\* Attention \*\*\* Requested records will be retained in office for 30 days ONLY!**

I am hereby requesting that the Certified BluePrint Company which I designate be authorized to pick up the city copy of the plans for the structure located at:

Street Address: \_\_\_\_\_

Lot/Block, Unit #: \_\_\_\_\_

Subdivision: \_\_\_\_\_

Certificate of Occupancy Date: \_\_\_\_\_

**FBC 2007 Edition, Broward County Administrative Provisions, 106.7.2 Approved plans:**

Approved plans and/or amendments thereto retained by the Building Official shall become a part of the public record. The Building Official shall notify anyone requesting copies of copyrighted public records that they may be violating the Federal Copyright law.

**Check One:**

\_\_\_\_\_ I have read the above code section and am fully aware that this may be a violation of the Federal Copyright law.

\_\_\_\_\_ I will obtain and attach the approval of the Architect or Professional Engineer of record.

Print Name \_\_\_\_\_ Date \_\_\_\_\_

Signature \_\_\_\_\_  
Address if difference from property location \_\_\_\_\_

Contact Phone # \_\_\_\_\_

The foregoing instrument was acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, by \_\_\_\_\_ (Name of Person Acknowledging) who is personally known to me, **or** who produced \_\_\_\_\_ (type of ID) as identification who **did / did not** take an oath.

Notary Public Signature \_\_\_\_\_ My commission Expires: \_\_\_\_\_

\*\*\*\*\*

***The signature below acknowledges that the original and only copy of the plans for this house has been provided by the City of Parkland to the undersigned property owner.***

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date