



Florida Department of Transportation

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SECRETARY

March 10, 2017

DCE MEMORANDUM NO. 06-17

(FHWA Approved: 03/10/2017)

TO: DISTRICT CONSTRUCTION ENGINEERS

FROM: David A. Sadler, P.E., Director, Office of Construction

COPIES: Courtney Drummond, Amy Tootle, Nick Finch, Rafiq Darji, Bob Burleson

SUBJECT: DIGITAL SIGNATURES IN LIEU OF A NOTARY

Standard Specification 4-1 requires all documents, used for construction projects let July 1, 2016 and thereafter, which require a signature to be executed electronically in accordance with Chapter 668, Florida Statutes. Any document with a digital signature will not require the use of a notary.

Until further notice, there are certain forms requiring the notary and/or corporate seal that shall be exempt from the digital signature requirement and shall continue to be executed with wet ink signatures and raised corporate seal. These forms include:

- *FDOT Form 700-050-21, Contractor's Affidavit and Surety Consent (Form 21A)*
- *FDOT Form 700-050-22, Form 21-A (Modified) Surety Takeover*
- *FDOT Form 375-020-14, Design Build Contract Bond*
- *FDOT Form 375-020-27, Contract Bond*
- *Power of Attorney*

Should you have any questions concerning this matter, please contact Kristin Brown at 850-414-4280.

DAS/kmb