

Appointment of Project Supervisor Design Process / Construction Stage

Client:

Project Description:

Location:

_____ is hereby appointed Project Supervisor for the Design Process for the above project and accepts the appointment.

Signed (Client)

Signed (Project Supervisor Design Process)

Date: _____

Date: _____

_____ is hereby appointed Project Supervisor for the Construction Stage for the above project and accepts the appointment.

Signed (Client)

Signed (Project Supervisor Construction Stage)

Date: _____

Date: _____

Example of completed appointment form:

Appointment of Project Supervisor Design Process / Construction Stage

Client:

Mr. A Smith

Project Description:

Building of a new 4 bed detached house

Location:

Ennis, Co. Clare

Sample Engineering and Architecture Ltd. is hereby appointed Project Supervisor for the Design Process for the above project and accepts the appointment.

A Smith

Signed (Client)

Date: *01/03/2013*

A Engineer

Signed (Project Supervisor Design Process)

Date: *01/03/2013*

ZZZ Builders Ltd. is hereby appointed Project Supervisor for the Construction Stage for the above project and accepts the appointment.

A Smith

Signed (Client)

Date: *01/03/2013*

A Builder

Signed (Project Supervisor Construction Stage)

Date: *01/03/2013*