



AIA[®] Document B305[™] – 1993

Architect's Qualification Statement

DATE:

SUBMITTED TO:

ADDRESS:

NAME OF PROJECT: *(If applicable)*

1. BASIC INFORMATION

1.1 Architect: *(Firm name and legal status)*

1.2 Business address:

1.3 Telephone number:

1.4 Person to contact:

1.5 Type of Organization: *(Check one)*

- Individual or Sole Proprietorship
- Professional Corporation/Association
- Corporation

- Partnership
- Joint Venture*
- Other*

**If Joint Venture or Other, give details.*

2. GENERAL STATEMENT OF QUALIFICATIONS

3. GENERAL INFORMATION

(This information may be provided via the Architect's brochure which may be attached and listed in Article 8.)

3.1 Names of principals:

3.2 Professional history:

3.3 Registration status:

3.4 Professional affiliations:

3.5 Key Personnel:

3.6 Total number of staff:

3.7 Number of registered Architects:

3.8 Honors and awards:

3.9 Professional and civic involvement:

4. RELATED PROFESSIONAL SERVICES

(List proposed consultants, if applicable.)

4.1 Structural:

4.2 Mechanical:

4.3 Electrical:

4.4 Interior Design:

4.5 Others:

5. PROJECTS

(Projects for which personnel of this firm had responsible charge while associated with other firms are indicated by an asterisk.)

5.1 The following projects are representative of the Architect's recent work. A brief description of each project is attached.

5.2 Other representative projects with dates of completion:

6. REFERENCES

7. STATEMENT OF POTENTIAL CONFLICTS OF INTEREST

8. ADDITIONAL INFORMATION

(If attachments are provided, list them here.)

ARCHITECT:

By:

I hereby certify that, as of the above date, the information provided in this Architect's Qualification Statement is true and sufficiently complete so as not to be misleading.

(Signature)

(Printed name and title)

CAUTION: You should sign an original AIA Contract Document, on which this text appears in RED. An original assures that changes will not be obscured.

ARCHITECT:

PROJECT:

Size:

Cost:

Owner:

Owner contact:

Completion date:

Contractor/Construction Manager:

Brief description:

Sample

ARCHITECT:

PROJECT:

Size:

Cost:

Owner:

Owner contact:

Completion date:

Contractor/Construction Manager:

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Sample