

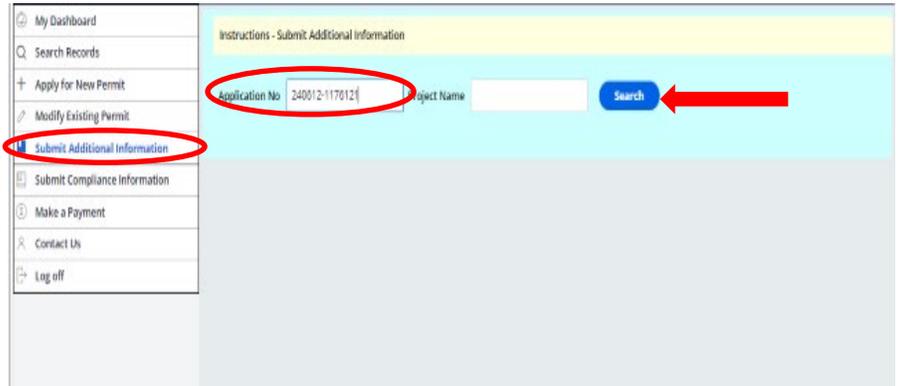
RegPermitting

Submit Additional Information RAI Response

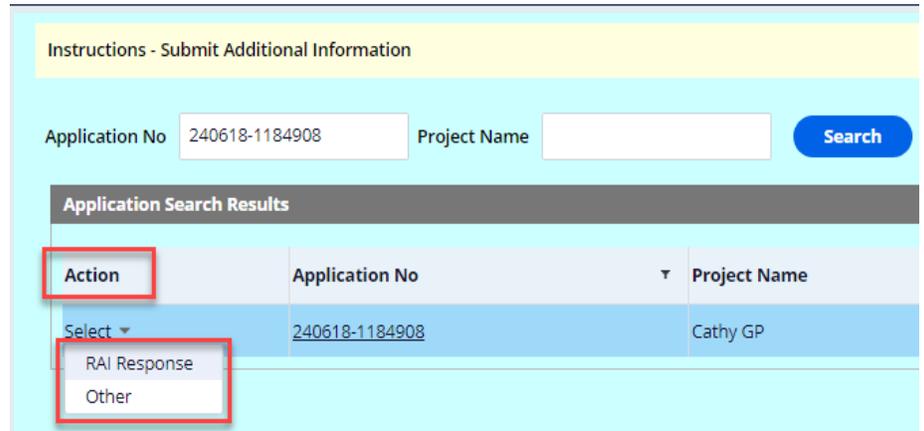
If an RAI (Request for Additional Information) has been sent out for your submitted application, there will be two options for submitting additional information: RAI Response and Other (information).

To submit a response to the RAI:

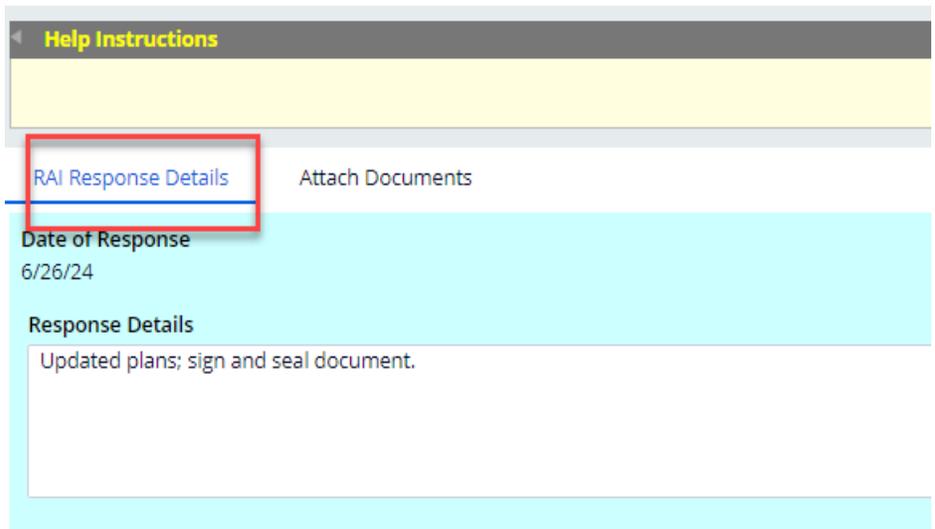
1. Click **Submit Additional Information**.
2. Enter **Application No.** or **Project Name**.
3. Click **Search**.



4. Under the 'Action' drop down menu select **RAI response** (this option will only appear if an RAI has been sent).



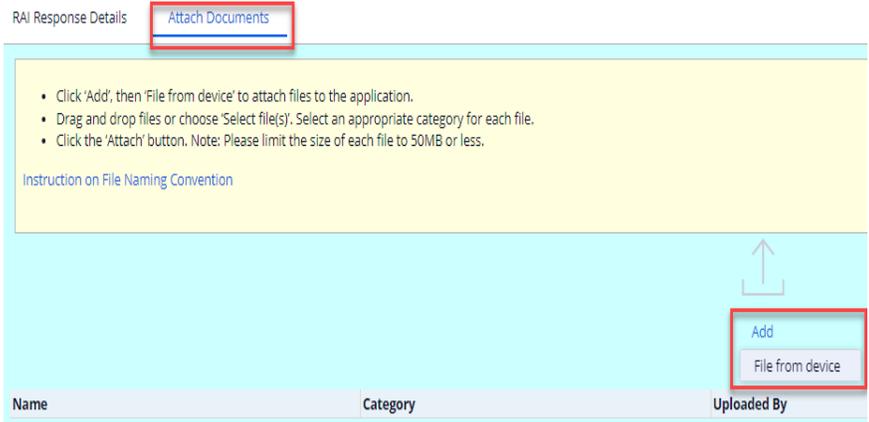
5. Enter what is being attached and submitted under the Response Details.



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Submit Additional Information (continued) Attaching Documents

1. To attach files click 'Attach Documents' tab.
2. Click **Add**.
3. Click **File from device**.

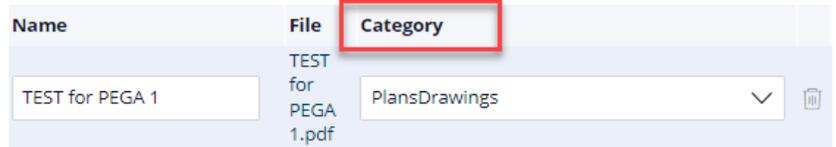


4. Drag and drop or select file to be attached.
5. Click '**Category**' drop down menu and select the type of document.
6. Click **Attach**. To attach multiple files repeat steps 2 thru 6.



or

Select file(s)

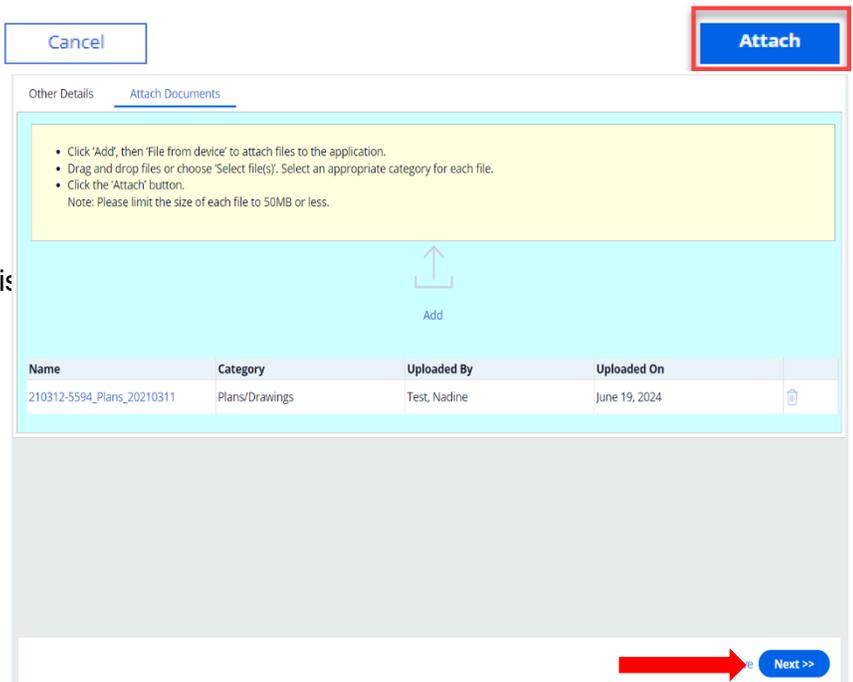


Note: You can 'Attach Documents' any time you see the tab throughout the process.

7. Click **Next** when all files have been attached.

Attached files are archived and available online for the public to review. Therefore, the following is recommended:

- File Type - .pdf
- Maximum file size - 50 MB (megabytes)
- File name - do not include a period(.), a dash (-), or special characters within the file name
- Combine multiple maps into one file



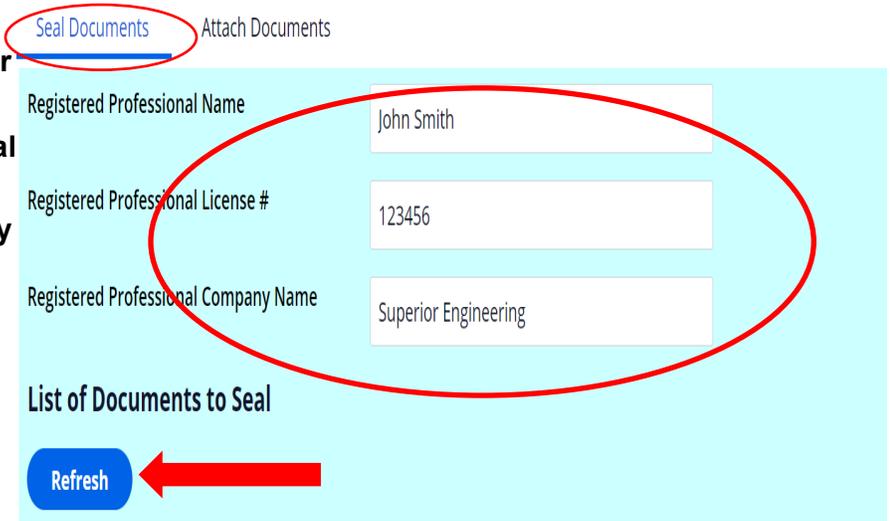
RegPermitting

Signing and Sealing Electronically Transmitted Plans, Specifications, Reports or Other Documents

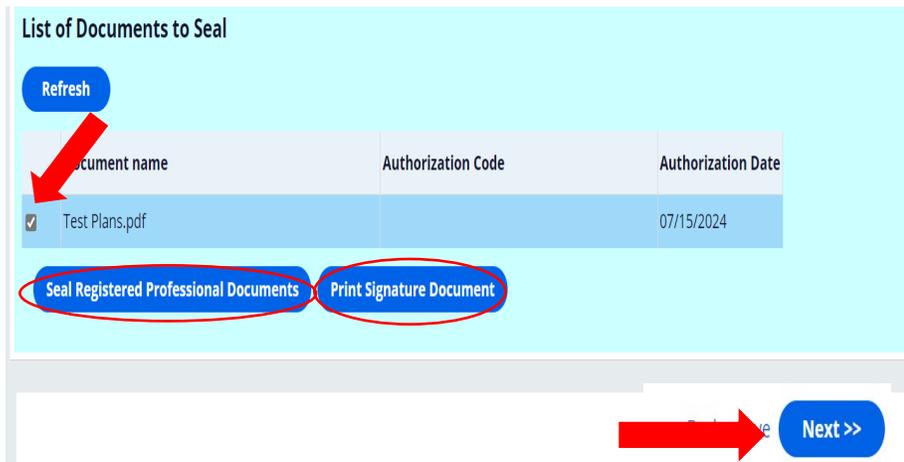
1. **Attach** files to be signed and sealed.
(Documents can be attached at any time by clicking on the 'Attached Documents' tab on each step.)
2. Click **Next** when all files have been attached.



3. Click on Seal Documents
4. Enter the **name** of the **Professional Engineer** that is signing the document.
5. Enter the **license number** of the **Professional Engineer** that is signing the document.
6. Enter the **Registered Professional Company Name**.
7. Click **Refresh** to display the document that needs to be signed and sealed.



8. Click on the **box** next to the applicable file
9. Click **Seal Registered Professional Documents** to produce the Authentication Code.
10. Click on the **box** next to the applicable file
11. Click on **Print Signature Document**.
Print, sign, seal and **scan** the Registered Professional Signature Document.
12. Click **Submit**.



RegPermitting

Signing and Sealing Electronically Transmitted Plans, Specifications, Reports or Other Documents (continued)

13. **Attach** the Sign and Seal the Registered Professional Signature Document.



**South Florida Water Management District
Registered Professional Signature Document**

This document is signed and sealed to secure the data in the permit application and any attached files that were submitted electronically as described in the Florida Administration Code (Procedures for Signing and Sealing Electronically Transmitted Plans, Specifications, Reports or Other Documents) for the applicable registered professional regulatory board.

SFWMD Submittal No: 240610-1172586
Applicant/Owner Name: RS Wilder PE
Project Name: Monday Madness
Permit Family: ERP
County: Palm Beach

Signature Document Created: Monday, June 10, 2024 11:13:04 AM EDT

The following files are attached and Sealed

File Name	Authentication Code (SHA1)	Authentication Date
Lancaster Park East Phase 2 Plat.pdf	11ed5e80ad6e4ae09ce2fba211666339	6/10/24 10:21 AM

The Seal appearing on this document is authorized by:

Registered Professional: John Smith
 License: 123456
 Date: June 10, 2024 11:13:04 AM EDT
 Registered Professional Company: Superior Engineering

Registered Professional Signature:



14. Click **Next**.

Note:

If multiple registered professionals are signing and sealing one file, the file must be signed and sealed electronically. Then each registered professional must identify on the form which sheets they are signing/sealing.

Example:

Name, P.E., is signing and sealing sheets 10-20 of the above-referenced file. Include their name, license number, company name, seal and signature.

Seal Documents Attach Documents

Registered Professional Name:

Registered Professional License #:

Registered Professional Company Name:

List of Documents to Seal

[Refresh](#)

Document name	Authorization Code	Authorization Date
<input type="checkbox"/> TESTSignatureDocumentsSigned.pdf		07/15/2024
<input type="checkbox"/> Test.Plans.pdf	3e90a4b640414764a0047fa72e2fb76c	07/15/2024

[Seal Registered Professional Documents](#) [Print Signature Document](#)

[Next >>](#)

RegPermitting

Submit Additional Information Other Information

To submit other information for the submitted application:

1. Click **Submit Additional Information**.
2. Enter **Application No.** or **Project Name**
3. Click **Search**

4. Under the 'Action' drop down menu select **Other**.

Action	Application No	Project Name
Select Other	240618-1183999	CATHY SSL

5. Under '**Reason**' drop down menu select a Reason for the submittal. Those include:
 - Unsolicited Response
 - RAI Extension
 - Waivers
 - Withdrawal Request
 - Third Party Comments
6. Enter what is being attached and submitted under '**Comments**'.

Application ID	240618-1183999	Permit Family	Environmental Resource Permit
Permit Type	Sovereign Submerged Lands	Application Type	New

Other Details

Submission Date: 07/23/2024

Reason: Select... (dropdown menu highlighted)

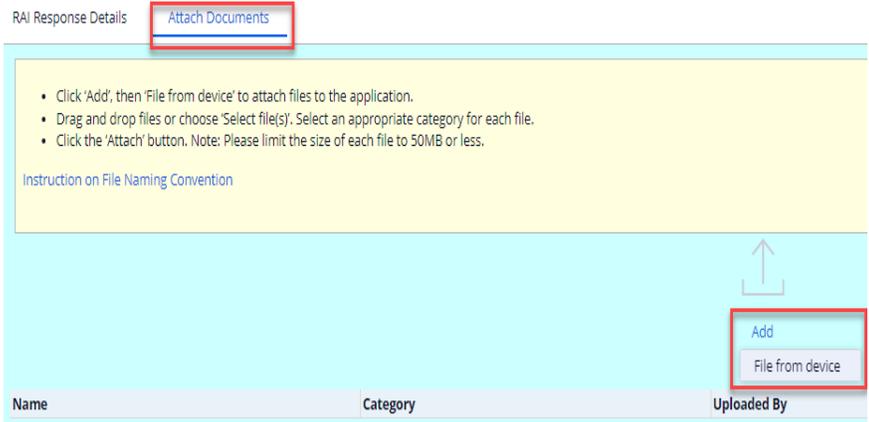
Comments: (text area highlighted)

Save Next >>

RegPermitting

Submit Additional Information (continued) Attaching Documents

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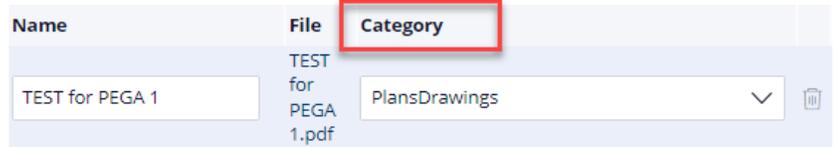


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or

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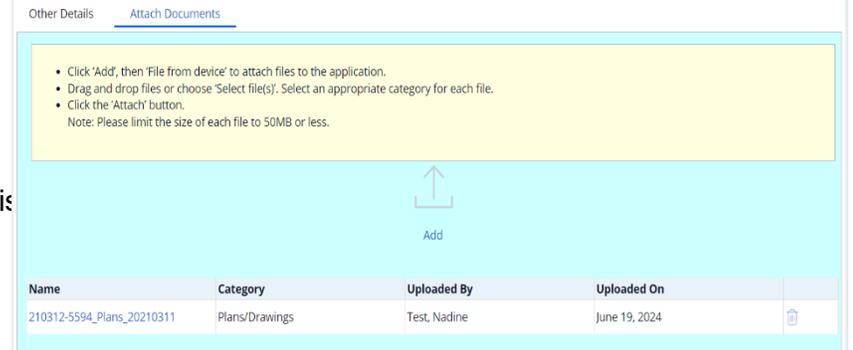
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12. Click **Submit**.

Document name	Authorization Code	Authorization Date
<input checked="" type="checkbox"/> Test Plans.pdf		07/15/2024

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[Seal Registered Professional Documents](#) [Print Signature Document](#)

[Next >>](#)