



Items Commonly Missed from Developer Service Agreements (DSA)

- The Developer will provide who will be signing the DSA. If signing on behalf of an entity, be sure to provide:
 - a. Corporate documents showing signing authority of signer.
 - b. Sunbiz documentation showing active listing in the State of Florida. See <https://search.sunbiz.org> for required information.
- Engineer of Record (EOR) provides a site vicinity map; legal description and all necessary parcel ID #'s. Utilize www.property-appraiser.org for all necessary information.
- Be sure to complete page 6 of the Developer Service Agreement (DSA) document.
- All exhibits must be provided in 8.5" X 11" pdf format.
- Any proposed changes to the body of the agreement necessitate legal review (20 business day minimum).