



*Florida Department of Transportation*

RICK SCOTT  
GOVERNOR

605 Suwannee Street  
Tallahassee, FL 32399-0450

JIM BOXOLD  
SECRETARY

March 10, 2017

**DCE MEMORANDUM NO. 06-17**

*(FHWA Approved: 03/10/2017)*

This Memo has Expired

**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**

Digitally signed by  
David A Sadler  
Date: 2017.03.10  
11:17:13 -05'00'

*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