

**Las Vegas Valley Water District  
Digital Plan Submittal System  
Access Authorization**

Due to the potentially sensitive nature of the information contained on the Las Vegas Valley Water District's (District's) online Digital Plan Submittal system, the District requires that firms or entities formally acknowledge their responsibility to restrict access to those authorized by a principal of their organization.

Please acknowledge that you have read and understand the "[Terms of Use](#)" document, and assign an individual within your organization to serve as your Administrator. The Administrator has the responsibility to assign or restrict various levels of access to those within your organization based on their job duties and responsibilities.

The District requires a written authorization on your company letterhead **and stamped with your Professional Engineer's stamp** with the following wording and information ([see next page](#)):

Date

Las Vegas Valley Water District  
Engineering Services Division M/S 660  
1001 South Valley View Boulevard  
Las Vegas, Nevada 89153

To Whom It May Concern:

This letter is to confirm that I have read and agree to the “Terms of Use” for the Las Vegas Valley Water District (District) Digital Plan Submittal system on the District’s website. I understand that our appointed Administrator is responsible for controlling access to that portion of the District’s website from within this firm and for limiting access to only persons working directly for this firm.

Based upon this understanding, I appoint the following person as the Administrator of our firm’s Digital Plan Submittal system account:

Administrator’s Name:

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Administrator’s Title:

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Administrator’s E-Mail Address:

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Sincerely,

Name Title Company E-Mail Account