

Firm Policies

E-mail and Web Site Policies

Thank you for visiting the Wood, Patel & Associates, Inc. (Wood/Patel) web site. The policies below govern e-mail sent by members and employees of Wood/Patel, confidential information provided to Wood/Patel, and the Web site. Acceptance of e-mail and use of the Web site, constitutes your acknowledgment that you have read and accept these terms and conditions of use. Wood/Patel reserves the right to revise these terms and conditions at any time in the future, effective immediately upon posting on the Web site.

Privileged Communication

E-mail messages sent by Wood/Patel are intended only for use of the individual or entity to which it is addressed and may contain information that is privileged, confidential or exempt from disclosure under applicable law. If the reader of this message is not the intended recipient or the employee or agent responsible for delivering the message to the intended recipient, you are hereby notified that you are strictly prohibited from printing, storing, disseminating, distributing, or copying this communication. If you have received this communication in error, please notify us immediately by replying to this message and deleting it from your computer.

E-mail messages with attached files

It is our understanding you and your office desires to use electronic data prepared by Wood/Patel and is releasing this information to your office at your risk with the following understanding:

- Your office has obtained permission and this is acceptable to the client that initially engaged Wood/Patel.
- Because electronic files are subject to data erosion, erasure and/or alteration and computer systems and software become obsolete in time, the use of this information is at the user's sole risk and responsibility in this regard.
- Changing of the information in whole or in part contained in this file holds Wood/Patel, its clients, consultants, agents, or employees, harmless and indemnified from all claims, injuries, losses, damages, and expenses (including, without limitation, attorney's fees) arising out of same alteration or use.
- By accepting the attached file, you and your office acknowledge that these files are not "Drawings of Record" or "Construction Documents" (note: a PDF copy of documents which contain professional seal and signature are considered final and do not apply to this section). All "Drawings of Record" or "Construction Documents" shall be hard copy and shall be accompanied by a professional stamp and signature. The hard copy shall be referred to and shall govern in the event of any inconsistency between hard copy and the electronic file.
- You are advised to check all electronic media for computer viruses before loading the files and are fully responsible for intercepting and disabling viruses, if any, that may be inadvertently transmitted with the electronic files. You hereby agree to indemnify and hold harmless Wood, Patel & Associates, Inc. from and against all claims of any type or nature asserted by yourself or any third party as a result of viruses inadvertently transmitted with the electronic media.
- Electronic files for water, sanitary sewer, and storm sewer are for line locations only. Contractor to verify locations of building connections. See Improvement Plans for locations of appurtenances.
- By accepting the attached file, you and your office are responsible for verifying all data contained on all architectural and civil engineering plans for this project and for all updates to those plans in comparison to this email attached file.
- By using the attached file, you are hereby agreeing to and accepting all of the above statements.

Intellectual Property

Materials on this Web site, including but not limited to text, images, designs, photographs, illustrations, and other materials, are protected by intellectual property laws. All contents are the copyrights, trademarks, and other intellectual properties owned, controlled, or licensed by Wood/Patel. Except as provided below, the materials on the Web site may not be copied, reproduced, distributed, downloaded, displayed or transmitted in any form or by any means without the prior written consent of Wood/Patel. However, you may copy, distribute, download, or display materials on the Web site for your personal, non-commercial, or temporary use within your organization only, provided that you retain all copyright, trademark, and other proprietary notices contained in the materials. Wood/Patel will enforce its intellectual property rights to the full extent of the law.

