



**COMMUNITY AND ECONOMIC DEVELOPMENT DEPARTMENT**  
**BUILDING DIVISION**  
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**AUTHORIZATION OF AGENT TO ACT ON PROPERTY OWNER'S BEHALF**

*Note: The following Authorization Form is required to be completed by the property owner only when designating an agent of the property owner to sign for a construction permit for the Owner-Builder.*

Excluding the Notice to Property Owner, the execution of which I understand is my personal responsibility, I hereby authorize the following person to act as my agent to sign and file the documents necessary to obtain an Owner-Builder Permit for my project.

**Authorized Agent:**

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Scope of Construction Project (Description of Work):

Project Address: \_\_\_\_\_

I declare under penalty of perjury that I am the property owner of the address listed above and I personally filled out the above information and certify its accuracy.

Printed name of property owner: \_\_\_\_\_

Signature of property owner: \_\_\_\_\_ Date: \_\_\_\_\_

*Note: A copy of the owner's driver's license, form notarization, or other verification acceptable to the Community and Economic Development Department / Building Division is required to be presented when the permit is issued to verify the property owner's signature.*