



City of Jacksonville
 Planning and Development
 Building Inspection Division

Approved by: _____
 Date Approved: _____
 CityID#: _____

Permission By Owner to Obtain Permits

Owner Information	
Owner Name _____	
Mailing Address _____	
	City/State/Zip
Phone (_____) _____	Cell Phone (_____) _____
Email address _____	

Project and Contractor Information	
Project Address _____	
Company Name _____	
Description of Work (attach separate page if necessary) _____	

WARNING TO OWNER: YOUR FAILURE TO RECORD A NOTICE OF COMMENCEMENT MAY RESULT IN YOUR PAYING TWICE FOR IMPROVEMENTS TO YOUR PROPERTY. A NOTICE OF COMMENCEMENT MUST BE RECORDED AND POSTED ON THE JOB SITE BEFORE THE FIRST INSPECTION.

I, _____ (property owner/agent),
 give permission to the company listed above to obtain the necessary permit(s) to complete the scope of work as described above.

I attest this information is true and accurate to the best of my knowledge.

 Owner/Agent Signature (Agent signature will require a separate Letter of Agency)

 Print Name

 Date

NOTARY AS TO OWNER

Before me this _____ day of _____, 20 _____,

Personally appeared _____

Who executed the foregoing instrument, and acknowledged before me the same was executed for the purposes therein expressed.

Type of ID produced: _____

Notary (Signature): _____

Printed Name: _____

My Commission Expires: _____