



City of Jacksonville - Department of Public Works
Building Inspection Division

Property Owner Permission Form

(Revised 4/15/2026)

Property Owner Information

Property Owner Name: _____

Mailing Address: _____

City/State/Zip: _____

Phone: _____ Cell Phone: _____

Email Address: _____

Project and Company / Contractor Information

Project Address: _____

Company / Contractor Name: _____

Contractor / MH Installer License Number: _____

Description of Work (attach separate page(s) if necessary): _____

Note: Once submitted by the contractor, all information (including plan review and inspection information) that is related to this permit is available at <https://jaxepics.coj.net>.

I, _____, the Property Owner or Authorized Agent (if signing as an agent, a notarized letter of authorization from the property owner must be provided), hereby grant permission to the company listed above to obtain all necessary permits required to perform the scope of work described. I attest this information is true and accurate to the best of my knowledge.

Owner / Agent Signature

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: _____