



Letter of Authorization

Please Submit online at the [Contractor Registration and Licensing page](#)

DevelopmentATX.com | Phone: 311 (or 512 974 2000 outside Austin)
For submittal and fee information, see [austintexas.gov/digitaldevelopment](#)

Download document before entering information.

Please Print Clearly or Type

Date: _____

Registration Type (select one): ☐ Homestead Trade Permit ☐ General Contractor ☐ Electrical ☐ Mechanical
☐ Plumbing Service Line Contractor ☐ Plumbing ☐ Irrigation ☐ Fireline ☐ House Mover

Registrant Name: _____

Email: _____ Office #: _____ Mobile #: _____

Company Name: _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

State Master Electric License #: _____ State Master Electric Contractor License #: _____

State Master Plumber License #: _____ State Master Mechanical License #: _____

State Master Irrigator License #: _____ State Master Fire Line Contractor License #: _____

Acknowledgement: I authorize the following agents to apply for, and purchase permits on my behalf, including under my license and the use of my escrow account. I understand that it is my responsibility to update this *Letter of Authorization* form to add or remove agents. I understand that if I do not list any additional agents, they will not be authorized until the *Letter of Authorization* form is filled out completely and signed by the Property Owner, General Contractor, or Master License Holder. Add and/or delete agents below. If you do not wish to add any agents, please select N/A. Up to 6 agents are allowed per registrant.

Add Permit Agents ☐ N/A

First Name: _____ Last Name: _____ Email: _____

First Name: _____ Last Name: _____ Email: _____

First Name: _____ Last Name: _____ Email: _____

First Name: _____ Last Name: _____ Email: _____

First Name: _____ Last Name: _____ Email: _____

First Name: _____ Last Name: _____ Email: _____

Remove Permit Agents

First Name: _____ Middle Initial: _____ Last Name: _____

First Name: _____ Middle Initial: _____ Last Name: _____

First Name: _____ Middle Initial: _____ Last Name: _____

Signing this form verifies that the information provided is deemed accurate and complete based on available records. The customer may be held responsible for costs associated to corrections due to invalid information provided. Any changes to contact information or status change to ownership, agents, or license holders will require a new letter of authorization to be submitted.

Registrant Signature: _____ Date: _____

Property Owner, General Contractor, or Master License Holder Name and Signature