



**COMMUNITY DEVELOPMENT DEPARTMENT  
BUILDING & SAFETY DIVISION**

2729 Prospect Park Drive | Rancho Cordova, CA 95670

Phone: (916) 851-8760

PermitServices@CityofRanchoCordova.org

**AUTHORIZATION OF AGENT TO ACT ON PROPERTY OWNER'S BEHALF FOR  
BUILDING PERMIT RELATED ACTIVITY**

I hereby authorize the following person(s) to act as my agent(s) to apply for, sign, and file the documents necessary to obtain an Agent-for-Owner/Builder permit for my project.

\_\_\_\_\_  
Scope of Construction Project (or Description of Work):

\_\_\_\_\_  
Project Location or Address

\_\_\_\_\_  
Name of Authorized Agent:

\_\_\_\_\_  
Telephone Number

\_\_\_\_\_  
Email:

\_\_\_\_\_  
Address of Authorized Agent

\_\_\_\_\_  
Signature of Authorized Agent

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

*Note: A copy of the owner's driver's license, form notarization, or other verification acceptable to the agency is required to be presented when the permit is issued to verify the property owner's signature.*

\_\_\_\_\_  
Property Owners Signature

\_\_\_\_\_  
Date

**OFFICE USE**

Signature Verification: ☐ Driver's License ☐ Other - Type: \_\_\_\_\_

Staff Approval: \_\_\_\_\_