



FOR ASSISTANCE VIEWING OR READING ANY CITY DOCUMENTS,

contact the City's ADA Coordinator via email adacoordinator@fortcollins.gov or phone: 970-416-4254.

[A Request for Reasonable Accommodation](#)
can also be completed online.

For more information about the City's Non-Discrimination policy and Accessibility efforts, visit FortCollins.gov/Non-Discrimination.





Planning, Development & Transportation

281 N. College Ave P.O. Box 580

Fort Collins, CO 80524

Phone 970-416-2740 Fax 224-613

BUILDING OWNER AUTHORIZATION TO OBTAIN A COMMERCIAL BUILDING PERMIT

When an entity is the owner of a property, such as a trust or LLC, a Certificate of Organization or Articles of Organization showing the person signing this owner authorization form is the legal representative for the entity signing (trust/LLC etc.) with legal signing rights will need to be submitted with this document.

I, (Print) _____ as owner of record (property address) _____ known as (name of business) _____ hereby authorize the work listed below to be done on said property. I understand that such work will **only be performed by contractors licensed by the City of Fort Collins.**

☐ I am giving permission for **interior work only**. The scope of the work shall be limited to: _____

☐ I am giving permission for **exterior work only**. The scope of the work shall be limited to: _____

☐ I am giving permission for **interior and exterior work**. The scope of the work shall be limited to : _____

(Property owner signature)

(Property owner name; please print)

The foregoing affidavit was acknowledged before me on the _____ day of _____ (month, year) by _____ for the purpose therein set forth.

Witness my hand and official seal.

My Commission expires:

Notary Public

Permit # _____
Office use only