



Owner's Authorization Letter

I/we hereby certify that I/we am/are the owner(s) of the described property. I/we am/are respectfully requesting processing and approval of permit(s) and/or project(s) reviews. I/we hereby authorize the Applicant listed on this letter to act on my/our behalf during the processing, review, presentation of this request and any inspections associated with this request. They shall be the principal contact with the City during the processing, review, presentation of this request and any inspections associated with this request

Name of Applicant or Company (Printed)

Date

1st Owners Signature

Date

1st Owners Printed Name

Date

2nd Owners Signature

Date

2nd Owners Printed Name

Date

Additional property owners must provide their signatures, printed names, and dates on a separate letter. This letter must also be notarized. Failure to include additional property owner(s) or to submit the document correctly may result in delays.

Be aware that individuals representing a corporation, limited liability company (LLC), or similar entity in matters of property ownership must include documentation with this letter confirming their authority to sign on behalf of the entity. Failure to provide this documentation may result in delays.

ATTEST: THE STATE OF _____: _____ COUNTY

BEFORE ME, the undersigned authority, a Notary Public in and for the State of _____, on this day personally appeared _____, known to me to be the person whose name is subscribed to the foregoing instrument and acknowledged to me that he executed same for the purposes and consideration therein expressed.

GIVEN UNDER MY HAND AND SEAL OF OFFICE THIS

THE _____ DAY OF _____, 20____

NOTARY PUBLIC

(Seal)