



### Acknowledgement of Receipt of Instructions for use of Owner Exemption Affidavit

N.C.G.S. § 87-14 requires general contractor licensure or qualification for an exemption under N.C.G.S. § 87-1 for construction of any building, highway, sewer, grading, or any improvement or structure where the cost is to be forty thousand dollars (\$40,000) or more. Fraudulent use of the affidavit will result in revocation of the permit pursuant to N.C.G.S. § 160D-1115 and may result in criminal and civil penalties.

#### Residential

- You must own the land on which the building will be located. This must be verified with tax records or a property deed.
- You must live at the property for at least 12 months after the Certificate of Occupancy/ Compliance has been issued. During those 12 months, the property cannot be for sale, lease, barter, or trade.

#### Commercial

- You must own the land and the building
- The property must be the location of your business for at least 12 months after the Certificate of Occupancy/ Compliance has been issued. During those 12 months, the property cannot be for sale, lease, barter, or trade.
- If the business is owned by a firm or corporation, you must submit legal documents that entitle you to act on behalf of the firm or corporation.

#### Residential & Commercial

- **You must be present for all inspections unless plans were drawn and sealed by an architect licensed pursuant to Chapter 83A of the N.C.G.S.**
  - You cannot use a power of attorney or other authorized agent instead of being present for all inspections.
- The affidavit requires you to manage and superintend the work under these conditions:
  - You cannot delegate your duty to any person that is not a NC licensed general contractor.
  - You must hire all contractors.
  - NC licensed general contractors are required to pull permits in their name.
  - You must do the work for any mechanical, electrical, and/or plumbing work. You can have people assist you. If you do not want to do the work, you must hire licensed professionals to conduct the trade work and those professionals must pull permits in their names.
- You must complete all work in compliance with the North Carolina Technical Building Codes. Inspectors cannot tell you how to install/complete the work.
- **You are responsible for all violation penalties, fines, fees and/or criminal/civil litigation.**
- Swearing falsely on the affidavit is a criminal offense punishable as a Class F felony under N.C.G.S. § 14-209.
- If a permit is revoked, continuing construction without a valid permit is a Class 1 misdemeanor and will cause a Stop-Work Order (N.C.G.S. § 160D-404) to be issued and possible restraining order and injunction with the North Carolina Supreme Court (N.C.G.S. § 87-13.1).

Signature: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Date: \_\_\_\_\_

STATE OF NORTH CAROLINA  
COUNTY OF CUMBERLAND

OWNER EXEMPTION AFFIDAVIT  
PURSUANT TO G.S. 87-14 (a)(1)  
City of Fayetteville

Address and Parcel Identification of Real Property Where Building is to be Constructed or Altered:

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I,  
\_\_\_\_\_

(Print Full Name)

hereby claim an exemption from licensure under G.S. 87-1(b)(2) by initialing the relevant provision in paragraph 1 and initialing paragraphs 2-5 below and attesting to the following:

1. \_\_\_\_\_ I certify that I am the owner of the property set forth above on which this building is to be constructed or altered;

OR

\_\_\_\_\_ I am legally authorized to act on behalf of the firm or corporation which is constructing or altering this building on the property owned by the firm or corporation as set forth above (name of firm or corporation: \_\_\_\_\_);

2. I will personally superintend and manage all aspects of the construction or alteration of the building and that duty will not be delegated to any person not duly licensed under the terms of Article 1 of Chapter 87 of the General Statutes of North Carolina;
3. I will be personally present for all inspections required by the North Carolina State Building Code, unless the plans for the construction or alteration of the building were drawn and sealed by an architect licensed pursuant to Chapter 83A of the General Statutes of North Carolina;
4. I understand that a copy of this AFFIDAVIT will be transmitted to the North Carolina Licensing Board for General Contractors for verification that I am validly entitled to claim an exemption under G.S. 87-1(b)(2) for the building construction or alteration specified herein. I further understand that, if the North Carolina Licensing Board for General Contractors determines that I was not entitled to claim this exemption, the building permit issued for the building construction or alteration specified herein shall be revoked pursuant to G.S. 153A-362 or G.S. 160A-422;
5. The building will be solely occupied by the owner(s), firm or corporation as set forth above for at least twelve (12) months following completion;

6. This AFFIDAVIT applies to the following trades:

☐

Mechanical

☐

Plumbing

☐

Building

☐

Electrical

7. The total cost of this project is \$\_\_\_\_\_.

\_\_\_\_\_  
(Signature of Affiant)

\_\_\_\_\_  
Date

Sworn to (or affirmed) and Subscribed before me  
this the \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

(Notary Stamp or Seal)

\_\_\_\_\_  
Signature of Notary Public

\_\_\_\_\_  
Printed Name of Notary Public

My Commission Expires:\_\_\_\_\_

*(NOTE: It is a class F felony to willfully commit perjury in any affidavit taken pursuant to law – G.S. 14-209)*