



City of Yreka
Building Department
701 Fourth Street
Yreka, CA 96097

OWNER-BUILDER FORM

Dear Property Owner:

An Application for a building permit has been submitted in your name listing yourself as the builder of the property improvements specified at the property address of:

We are providing you with an Owner-Builder Acknowledgment and Information Verification Form, per Health and Safety Code Section 19825, to make you aware of your responsibilities and possible risk you may incur by having this permit issued in your name as the Owner-Builder. **We will not issue a building permit until you have completed and submitted this form.** An agent of the owner cannot execute this notice unless you, the property owner, obtain the prior approval of the permitting authority.

CONTRACTOR'S LICENSE LAW

I am exempt from the Contractor's License Law for the following reason(s) (Section 7031.5, Business and Professions Code: Any city or county which requires a permit to construct, alter, improve, demolish, or repair any structure, prior to its issuance, also requires the applicant for such permit to file a signed statement that they are licensed pursuant to the provisions of the Contractor's License Law [Chapter 9 (commencing with Section 7000) of Division 3 of the Business and Professions Code] or that he is exempt therefrom and the basis for the alleged exemption. Any violation of Section 7031.5 by any applicant for a permit subjects the applicant to a civil penalty of not more than five hundred dollars [\$500].):

Initial one or both options directly below that apply:

_____ I, as owner of the property, or my direct employees with wages as their compensation, will do the work, and the structure is not intended or offered for sale (Section 7044, Business and Professions Code: The Contractor's License Law does not apply to an owner of property who builds or improves thereon, and who does such work themselves or through their own employees, provided that such improvements are not intended or offered for sale. If, however, the building or improvement is sold within one year of completion, the owner-builder will have the burden of proving that they did not build or improve for the purpose of sale.)

_____ I, as owner of the property, am exclusively contracting with licensed contractors to construct the project (Section 7044, Business and Professions Code: The Contractor's License Law does not apply to an owner of property who builds or improves thereon; and who contracts for such projects with a contractor(s) licensed pursuant to the Contractor's License Law.)

OWNER'S ACKNOWLEDGEMENT AND VERIFICATION OF INFORMATION

*Directions: Read and **initial each statement below** to signify you understand or verify this information.*

_____ I understand a frequent practice of unlicensed persons is to have the property owner obtain an "Owner-Builder" building permit that erroneously implies that the property owner is providing their own labor and material personally. I, as an Owner-Builder, may be held liable and subject to serious financial risk for any injuries sustained by an unlicensed person and their employees while working on my property. My insurance may not provide coverage for those injuries. I am willfully acting as an Owner-Builder and am aware of the limits of my insurance coverage for injuries to workers on my property.

_____ I understand the Owner's Acknowledgement and Verification of Information is not required to be signed by property owner(s) unless they are responsible for the construction and are not hiring a licensed Contractor to assume this responsibility.

_____ I understand as an "Owner-Builder" I am the responsible party of record on the permit. I understand that I may protect myself from potential financial risk by hiring a licensed Contractor and having the permit filed in their name instead of my own.

_____ I understand Contractors are required by law to be licensed and bonded in California and to list their license numbers on permits and contracts.

_____ I understand if I employ or otherwise engage any persons, other than California licensed Contractors, and the total value of my construction is at least one thousand dollars (\$1000), including labor and materials, I may be considered an "employer" under state and federal law.

_____ I understand if I am considered an "employer" under state and federal law, I must register with the state and federal government, withhold payroll taxes, provide workers' compensation disability insurance, and contribute to unemployment compensation for each "employee." I also understand my failure to abide by these laws may subject me to serious financial risk.

_____ I understand under California Contractors' State License Law, except for my personal residence in which I must have resided for at least one year prior to completion of the improvements covered by this permit, an Owner-Builder who builds single-family residential structures cannot legally build them with the intent to offer them for sale, unless all work is performed by licensed subcontractors and the number of structures does not exceed four within any calendar year, or all of the work is performed under contract with a licensed general building contractor. I understand the applicable law, Section 7044 of the Business and Professions Code, is available at [Business and Professions Code 7044](#).

_____ I understand as an Owner-Builder if I sell the property for which this permit is issued, I may be held liable for any financial or personal injuries sustained by any subsequent owner(s) that result from any latent construction defects in the workmanship or materials.

_____ I understand I may obtain more information regarding my obligations as an "employer" from the Internal Revenue Service, the United States Small Business Administration, the

California Department of Benefit Payments, and the California Division of Industrial Accidents. I also understand I may contact the California Contractors' State License Board (CSLB) at 1-800-321-CSLB (2752) or www.cslb.ca.gov for more information about licensed contractors.

_____ I am aware of and consent to an Owner-Builder building permit applied for in my name, and understand that I am the party legally and financially responsible for proposed construction activity at the following address:_____

_____ I agree that, as the party legally and financially responsible for this proposed construction activity, I will abide by all applicable laws and requirements that govern Owner-Builders as well as employers.

_____ I agree to notify the issuer (City of Yreka) of this form immediately of any additions, deletions, or changes to any of the information I have provided on this form. Licensed contractors are regulated by laws designed to protect the public. If you contract with someone who does not have a license, the Contractors' State License Board may be unable to assist you with any financial loss you may sustain as a result of a complaint. Your only remedy against unlicensed Contractors may be in civil court. It is also important for you to understand that if an unlicensed Contractor or employee of that individual or firm is injured while working on your property, you may be held liable for damages. If you obtain a permit as Owner-Builder and wish to hire Contractors, you will be responsible for verifying whether or not those Contractors are properly licensed and the status of their workers' compensation insurance coverage.

CERTIFICATION

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

I certify under penalty of perjury that I have read this application and state that the above information is correct. I agree to comply to all City Ordinances and state laws relating to building construction, and hereby authorize representatives of the City of Yreka to enter upon the above-mentioned property for inspection purposes. I also agree to save, indemnify and keep harmless the City and its agents against all liabilities, judgments, costs, and expenses which may in any way accrue against said agency in consequence of the granting of this permit.

Signature of Property Owner

Date

Name (Printed)

AUTHORIZATION OF AGENT TO ACT ON PROPERTY OWNER'S BEHALF

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

Note: The following Authorization Form is required to be completed by the property owner **only when designating an agent of the property owner** to apply for a construction permit for the Owner-Builder.

Excluding the Notice to Property Owner, the execution of which I understand is my personal responsibility, 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 Owner-Builder Permit for my project.

Scope of Construction Project (or Description of Work): _____

Project Location or Address: _____

Name of Authorized Agent: _____

Tel No Address 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.

Signature of Property Owner

Date