



CITY OF PORT ORCHARD

Permit Center

Located at 720 Prospect Street

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Port Orchard, WA 98366

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OWNER-BUILDER AFFIDAVIT IN LIEU OF CONTRACTOR REGISTRATION

PROPERTY AND PROJECT INFORMATION.

Permit Number: _____

Property Owner(s): _____

Property Address: _____

Acknowledgement of Responsibilities

I, the undersigned property owner described above affirms that they are over eighteen, competent to witness, and understand the state requirement for contractors to be registered with the Washington State Department of Labor and Industries (L&I). I understand that I am applying for the "owner/builder" exemption and confirm that I qualify under the conditions outlined in RCW 18.27.090:

- ☐ I am claiming the owner-builder exemption under RCW 18.27.090 because I will personally do the work on my own property, not as a contractor.
- ☐ I declare the work is not for the purpose of selling, leasing, or demolishing the property. Selling or leasing within 12 months of completion may void the exemption and result in penalties.
- ☐ I will personally supervise and be financially responsible for all work performed on the project.
- ☐ I acknowledge that I may be held liable and face serious financial risk for any injuries sustained by unlicensed individuals or their employees working on my property.
- ☐ I am aware that my insurance policy may not provide coverage for injuries to workers, and I have confirmed my coverage.
- ☐ I will not delegate my supervisory responsibilities to any licensed contractor who is not licensed for the specific work being performed.
- ☐ I am responsible for verifying that any hired contractors or subcontractors possess valid registrations with the Washington State Department of Labor & Industries (L&I) and hold a Port Orchard business license.
- ☐ I am responsible for scheduling all required inspections and for resolving any issues or code violations identified during those inspections.
- ☐ I will comply with all applicable state and federal laws, including those related to employment and taxes.
- ☐ I will ensure the job site is safe for all personnel, including employees and any hired contractors.

I hereby certify that the information provided is correct, that I am the property owner and that all activities associated with this permit will be in accordance with State Laws and the Port Orchard Municipal Code.

The electronic signature below is equivalent to a handwritten signature and is binding for all purposes.

Owner's Signature: _____

Owner's Printed Name: _____

Date Signed: _____