



Highlands County Building Department

**LETTER OF AUTHORIZATION**

**THIS AUTHORIZATION LETTER SUPERCEDES ALL PREVIOUS LISTS ON FILE UNLESS OTHERWISE INDICATED.**

I, \_\_\_\_\_ license holder for \_\_\_\_\_ (DBA Name), do certify that \_\_\_\_\_, is an employee, partner, or officer, (circle one), and is authorized to acquire permits and/or call for inspections, and sign on my behalf for the Highlands County Building Department.

**I, the license holder, realize that I am responsible for all permits and/or work done under my license number or any project that requires a permit.**

\_\_\_\_\_  
License Holder's Signature

\_\_\_\_\_  
Date

If at anytime the person you have authorized is no longer an employee, partner, or officer, you **MUST** notify this department in writing of all changes.

**NOTARY INFORMATION**

STATE OF \_\_\_\_\_

COUNTY OF \_\_\_\_\_

The above license holder, whose name is \_\_\_\_\_ personally appeared before me and is known by me OR has produced the following identification \_\_\_\_\_ on this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_.

\_\_\_\_\_  
NOTARY'S SIGNATURE

Commission Stamp: