



**OWNER**

**Change of Contractor/Request to Withdraw**

*\$50.00 Fee will be collected at the time of request*

1. The owner shall submit proof to the Building Official that the **contractor of record** for the subject permit has been notified of the intent to change the contractor. The proof shall be either a **copy of a certified registered letter sent to the contractor by the owner, or by a notarized letter from the contractor stating he/she is aware of and has no objection to the Change of Contractor request.** Any portion of work already done, covered by the Contractor or Sub-Contractor shall be suspended and no further inspections performed until a new contractor or sub-contractor has obtained a new permit.
2. Fill out new permit application with new contractor information.

DATE \_\_\_\_\_ PERMIT # \_\_\_\_\_

OWNER NAME \_\_\_\_\_

TELEPHONE # \_\_\_\_\_ CELL PHONE # \_\_\_\_\_

JOBSITE ADDRESS \_\_\_\_\_

ORIGINAL CONTRACTOR \_\_\_\_\_

LICENSE # \_\_\_\_\_

NEW CONTRACTOR \_\_\_\_\_

LICENSE # \_\_\_\_\_

REASON (S) FOR CHANGE OF CONTRACTOR \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

This instrument is for the purpose of advising all concerned that the person(s) whose signatures appear below will hold the Building Official of the Building Code Services Division and Okeechobee County harmless as a result of this Change of Contractor. The undersigned agrees to indemnify and hold harmless and defend Okeechobee County, its agents, servants and employees from and against any claims arising out of this Change of Contractor through the act, error, omission, or negligent act of the undersigned, it's or their agents, servants, or employees or any act, error or omission or negligent act for which Okeechobee County or its agents, servants, servants or employees are alleged to be liable.

Signature of Owner \_\_\_\_\_

State of Florida  
County of \_\_\_\_\_

Affirmed and subscribed before me this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_ by \_\_\_\_\_ who is personally known to me or who has produced \_\_\_\_\_ as identification.

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

\_\_\_\_\_  
Print, Type or Stamp Name of Notary