



CITY OF SANTA CLARITA
BUILDING & SAFETY DIVISION
 23920 Valencia Boulevard, Suite 140
 Santa Clarita, CA 91355 (661) 255-4935

Building Owner Signature Authorization Form
(for Owner/Builder Permits)

This form is required whenever a building/property owner grants authority to another individual to sign on their behalf when obtaining a permit. This form is a legal document and must be completed and notarized prior to permit issuance.

Assessor Parcel or Identification Number (APN/AIN): _____

Description of Work: _____

Property Address: _____, Santa Clarita, CA _____
Street Unit # Zip Code

Legal Property Owner: _____ Phone: _____
(*if a corporation, company, partnership, or LLC see below)

I, _____, certify that I am the legal owner of the property noted above. I hereby authorize the following individual, (print name) _____, to sign in my behalf for obtaining the permit noted above. I understand that as legal owner, I am responsible to comply with all state laws and regulations regarding owner/builder requirements for the permit when issued.

I HEREBY AFFIRM under penalty of perjury that I am exempt from the Contractor's License Law for the following reason *(select one of the boxes below for owner/builder exemption, per Section 7031.5, B. & P.C.)*:

- I, as owner of the building, or my employees with wages as their sole compensation, will do the work, and the structure is not intended or offered for sale *(if employees are used, a roster of employees with proof of employment must be available upon request for verification)*.
- I, as owner of the building, am exclusively contracting with licensed contractors to construct the project *(names of contractors must be available upon request for verification)*.
- I am exempt under Section _____, B. & P.C. for this reason *(specify)*:

OWNER'S SIGNATURE

DATE

(Space left intentionally blank for Notary)

***If the legal owner of the property is a corporation, company, partnership, or LLC please provide a copy of a legal document attached with this authorization form showing that the individual signing this document is a duly authorized partner, officer, or owner of said corporation, company, partnership, or LLC.**