



## Agent Authorization for Contractor

Contractor Name:	
License Number:	
Address:	
City/State/Zip:	
Phone Number:	Email:
<b>Authorizing an agent to be the applicant (to be completed by the licensed contractor)</b>	
<b>Person authorized to sign permit(s) on licensed contractors' behalf</b>	
Name of Authorized Agent:	
Address of Authorized Agent:	
Phone Number of Authorized Agent:	
Email of Authorized Agent:	

I hereby authorize the above-listed person(s) to act on my behalf in obtaining permit(s) from the City of Downey Building Division and to sign permit application(s) on behalf of the state licensed contractor listed above. I declare that I have the authority as a qualifying individual of the company listed above to provide this authorization and I personally filled out the above information and certify its accuracy. I declare that I am properly licensed as required by the State of California and assume full responsibility under the law for permit(s) issued to person(s) authorized to act on my behalf. I understand that it is the contractor's responsibility to provide an original of this document with each permit application. If an original is not provided at the time that a permit application is filed, an agent(s) of the contractor identified above may not apply for a permit application.

- The authorized agent shall provide an "Agent Authorization Letter" on company letterhead that is signed by an individual authorized to act on the company's behalf.
- The term of this authorization shall be: \_\_\_\_\_
- Limited to the following project, located at: \_\_\_\_\_

- Print name of contractor who is authorizing the agent: \_\_\_\_\_
- Signature of contractor who is authorizing the agent: \_\_\_\_\_

As a California licensed contractor, you will need the following paperwork in order to pull a permit:

1. Your State Contractor's License, generally the wallet card issued by the Contractors State License Board or other documentation that you are the licensee.
2. Your Workers' Compensation Insurance Certificate. If you have any employees, then you are required by State law to show proof of coverage at the time of permit issuance.
3. You will need a current City of Downey Business License. This could be paid for at time of permit issuance

### Future Unlimited