



**PUTNAM COUNTY PLANNING & DEVELOPMENT SERVICES
BUILDING DIVISION**

Paul Myers, Building Official

Building:.....(386)329-0307
Zoning:.....(386)329-0316
Planning:.....(386)329-0491
Codes Enforcement:.....(386)329-0317

❖ PO Box 1486 ❖ Palatka, FL 32178 ❖ Fax: (386)329-1213 ❖ Email: pzb@putnam-fl.com ❖

SUB CONTRACTOR ASSIGNMENT FORM

Please complete the following information. Incomplete forms **will not** be processed.

DATE: _____

PERMIT NUMBER: _____

OWNER'S NAME: _____

PRIME CONTRACTOR: _____

SUB-CONTRACTOR

LICENSE HOLDER'S NAME: _____

LICENSE NUMBER: _____

COMPANY NAME: _____

SCOPE OF WORK: _____

CONTACT NUMBER: _____

FAX NUMBER: _____

By signing this document, I understand that should this assignment change in any way, I will notify the Building Department in writing within two (2) business days of any change to my sub-contractor status.

Sub-Contractor or Authorized Agent's Signature

Date

Printed Name of Signee

OFFICE USE ONLY

Processed by: _____ Date: _____

Does the signature match license holders' name? ____ If no, are they an authorized agent? ____