



Owner Authorization Form

Development Services Department
 425-489-2754 • 17301 133rd Avenue NE • Woodinville, WA 98072
 Desk Hours • Monday – Thursday 7:30am – 5:00pm • Friday 7:30am – 4:00pm

PROJECT NAME:	
SCOPE OF WORK:	
PROJECT LOCATION:	
PROPERTY OWNER INFORMATION	
NAME:	
MAILING ADDRESS:	
PHONE NUMBER:	
EMAIL ADDRESS:	
TENANT INFORMATION	
NAME:	
MAILING ADDRESS:	
PHONE NUMBER:	
EMAIL ADDRESS:	
AUTHORIZED APPLICANT INFORMATION	
NAME:	
MAILING ADDRESS:	
PHONE NUMBER:	
EMAIL ADDRESS:	

The first statement must be checked. The other statements may be checked at the property owner's option.

<input type="checkbox"/>	I acknowledge that I own the property listed above. I further acknowledge and accept all permit and project conditions associated with the issuance of this permit.
<input type="checkbox"/>	If you want to give someone else authority to apply for the permit on your behalf: I hereby authorize the above person to act as my agent to apply for, sign and file the documents necessary, to obtain necessary permits for my project, and to receive all notices, decisions, and other correspondence from the City with respect to the project. I understand that I am jointly and severally responsible for their actions by this authorization.
<input type="checkbox"/>	If you plan to do the work yourself and not hire a contractor: I acknowledge that I will be constructing, altering, improving or repairing a building on property that I own without the intent to sell or lease for a minimum of twelve (12) months. I acknowledge that any contractors I hire must be licensed in accordance with the State of Washington laws under Chapter 18.27 RCW.
<input type="checkbox"/>	If you plan to allow your tenant to do the work themselves and not hire a contractor: I hereby authorize that the above listed tenant may act as their own contractor to construct, alter, improve or repair a building on a property that I own without the intent to sell or lease for a minimum of twelve (12) months. I acknowledge that any contractors I or the tenant hire must be licensed in accordance with the State of Washington laws under Chapter 18.27 RCW. I understand that I am jointly and severally responsible for their actions by this authorization.

I declare under penalty of perjury under the laws of the state of Washington that the foregoing is true and correct.

 PROPERTY OWNER - Must sign in ink

Signed at _____,
 (place)

on _____
 (date)

NOTE: If property owner is a corporation, then Articles of Incorporation, LLC Agreement, or other legal document establishing signatory as having authority to sign legal documents must also be submitted.