



Town of Highland Beach

Building Department • 3616 South Ocean Blvd., Highland Beach, Florida 33487

Website: www.highlandbeach.us • Phone: 561-278-4540 • Fax: 561-278-2606

AUTHORIZED AGENT AFFIDAVIT

I, _____, the Contractor, hereby grant authorization to _____, Authorized Agent, to act in my behalf with the Town of Highland Beach Building Department while conducting activities related to obtaining permits. These activities specifically include signing all documents requiring signature of "contractor".

_____, Authorized Agent, is to be considered an agent of my business and therefore the signature of said agent is binding and causes me to assume all responsibilities connected to or associated with the signature as they may relate to my contracting business.

I _____, Contractor, relieve the Town of Highland Beach of, and agree to hold the Town of Highland Beach Building Department harmless from, any and all responsibility, claims or other actions arising from or related to the Department's acceptance of the above agent's signature for permit-related activities. I further understand that it is my sole responsibility to grant and terminate any such authorization and to ensure that the Department receives timely notice of any such grant or termination.

Signature of Contractor

Signature of Agent

State Certification or Registration Number

County Certification Number (if applicable)

*****PLEASE NOTE: BOTH SIGNATURES MUST BE NOTARIZED*****

Notary for Contractor's Signature:

Notary for Agent's Signature:

State of _____
County of _____

State of _____
County of _____

The foregoing was acknowledged before me this _____ day of _____, _____,

The foregoing was acknowledged before me this _____ day of _____, _____,

by _____, who is personally known to me, or who produced

by _____, who is personally known to me, or who produced

as identification.

as identification.

Notary Public Signature

Notary Public Signature

Print, Type, or Stamp Name of Notary

Print, Type, or Stamp Name of Notary

The Building Department, may require a contractor or license-holder to personally apply for or obtain a building permit notwithstanding any authorization allowing another person to apply for or obtain any permit on behalf of a contractor, qualifier, or license. 02/2018

