



City of North Miami Beach, Florida

BUILDING DEPARTMENT

CHANGE OF CONTRACTOR REQUEST

Instructions:

1. Complete this Change of Contractor Request form which must be signed by the **owner/tenant** and the **new contractor**. The signatures must be notarized. Please print clearly or type the information.
2. Submit this completed form and a new permit application containing the new contractor information.

Date _____ Folio No. _____ Permit No. _____

Job Address: _____ Unit No. _____

Owner/Tenant Information		Existing Contractor Information	
Name:		Company Name:	
Mailing Address:		Address:	
City:		City:	
State:	Zip:	State:	Zip:
Phone No.:		Individual Name:	
Email:		License No.:	Phone No.:

Reason for Change of Contractor: _____ Has any work commenced? Yes No

Hold Harmless: I (We) agree to hold The City of North Miami Beach, its agents and authorized personnel harmless and relieve them from any responsibility or liability for any legal action or damage, cost or expense (including attorney's fees) resulting from the cancellation of the existing permit or the issuance of a new permit. I furthermore assume responsibility for the correction, if required, of work performed under the permit for which I am requesting cancellation. In the event there has been a change of ownership of the property, the new owner assumes the responsibility of notifying the previous owner of his or her intent to transfer the permit.

The undersigned, being first duly sworn, deposes and says that he/she is the legal owner of the above property.

Approved for Change of Contractor: _____

Building Official _____ Date _____

X
Signature of Owner/Tenant
 by (Print Name): _____
 STATE OR FLORIDA, COUNTY OF MIAMI-DADE
 Sworn to and subscribed before me this _____ day of _____ 20____,
 Notary Name _____
 Personally known or I.D. _____

X
Signature of New Contractor
 by (Print Name): _____
 STATE OR FLORIDA, COUNTY OF MIAMI-DADE
 Sworn to and subscribed before me this _____ day of _____ 20____,
 Notary Name _____
 Personally known or I.D. _____