



City of Brooksville Building Division
201 Howell Avenue, Brooksville, FL 34601
Phone: 352-540-3853 permits@cityofbrooksville.us

Authorized Agent Affidavit

I, _____, as Contractor/Qualifier of _____,
a Florida Corporation, Limited Partnership or Trademark Name, hereby grant authorization to
_____, as Authorized Agent, to act on my behalf with The City of Brooksville
Building Division while conducting activities related to obtaining permits. These activities specifically include
signing all documents requiring signature of "contractor" and 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. As said contractor, I also agree to
relieve the City of Brooksville Building Division from, any and all responsibility, claims or other actions arising
from or related to the Building Division'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 Building Division receives timely notice of any such grant or termination.

Signature of Contractor/Qualifier's Name

Signature of Authorized Agent

State Certification or Registration Number

County Certification Number (if applicable)

****BOTH SIGNATURES MUST BE NOTARIZED****

Notary for Contractor Signature

State of Florida
County of _____

The foregoing instrument was acknowledged before me by means of ____ physical presence or ____ online
notarization, this __ day of _____, 202__, by _____, who is personally
known to me or who has produced _____ as identification.

NOTARY STAMP:

Notary Public Signature

Notary for Authorized Agent

State of Florida
County of _____

The foregoing instrument was acknowledged before me by means of ____ physical presence or ____ online
notarization, this __ day of _____, 202__, by _____, who is personally
known to me or who has produced _____ as identification.

NOTARY STAMP:

Notary Public Signature

The original of this affidavit should be kept in the possession of the above designated "Authorized Agent". This affidavit need only be produced to the City of Brooksville Building Division when signing documents in the presence of a permit representative. When you sign a permit application be prepared to produce this affidavit, it will be copied and placed with the appropriate permit application.

***The Building Division, at its discretion, 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-holder.*