



Permit Transfer Affidavit

Contractor to Owner-Builder

Permit #: _____ Project Address: _____

Current Contractor Company Name: _____

Current Qualifier Name: _____ Contact Info: _____

Property Owner: _____ Contact Info: _____

I, the undersigned, hereby affirm that I consent to the full and complete release and transfer of the building permit from my control to the unlicensed contractor (owner-builder) to complete the construction of the above referenced single-family residence.

Building permit to be released and transferred to:

Print Name of Owner-Builder

Print Name of Current Qualifier

Signature of Current Qualifier

State of _____ County of _____

The foregoing instrument was acknowledged before me this _____ day of _____, 20____,
by _____, who is ☐ personally known to me, or ☐ has produced _____ as
identification, by means of ☐ physical presence or ☐ online notarization.

Signature, Notary Public – State of Florida

(Seal)

Printed, Typed, or Stamped Name of Notary

[Link to Instructions](#)

Note: When processed in its entirety, please email the required documentation to permitdesk@cityofmarcoisland.com.
If you need further assistance, please contact permitdesk@cityofmarcoisland.com or call 239-389-5059.