



Permit Transfer Affidavit

Licensed Contractor and City of Marco Island
(Hold Harmless)

Permit #: _____ Project Address: _____

Current Contractor Company Name: _____

Current Qualifier Name: _____ Contact Info: _____

Property Owner: _____ Contact Info: _____

We, the undersigned, herby affirm that:

- *An affidavit of release and transfer of the above referenced permit has been requested from the contractor of record and that the contractor of record has refused to provide such an affidavit;*
- *We are requesting that the City of Marco Island transfer the building permit from the contractor of record to the licensed contractor named below, to complete the construction of the project;*
- *That we will comply fully with the terms and conditions of the Marco Island Administrative Construction Code and complete all applicable Building Services Division applications prior to the permit release and transfer;*
- *That we as owner and contractor are responsible for fully complying with all requirements of Chapter 713, Florida Statutes;*
- *That in consideration for the release and transfer of the building permit by the Building Services Division, we agree to indemnify and hold the City of Marco Island, its employees and agents, successors and/or assigns harmless from any and all liability, losses, penalties, damages, and professional fees, including attorneys' fees and all costs of litigation and judgments associated with the release and transfer of the building permit.*

Print Name of Licensed Contractor to receive permit

Print Name of Property Owner

Signature of Property Owner

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