



Permit Transfer Affidavit

Owner-Builder to Contractor

Permit #: _____ Project Address: _____

Owner Name: _____

New Qualifier Name: _____ License #: _____

New Contractor Company Name: _____

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 contractor (named below) to complete the construction of the above referenced project.

Building permit to be released and transferred to:

Print Name of New Contractor (Company Name)

Print Name of Owner-Builder

Signature of Owner-Builder

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.