



## CHANGE OF LICENSED BUILDER

You are hereby notified that on and after \_\_\_\_\_20\_\_\_\_, the undersigned

- Will be in charge and control of work
- Will no longer be in charge and control of work

Project Address: \_\_\_\_\_

Building Permit Number: \_\_\_\_\_

### LICENSED BUILDER INFORMATION

Printed Name: \_\_\_\_\_ Signature: \_\_\_\_\_

Address: \_\_\_\_\_ City/Town: \_\_\_\_\_

Phone Number: \_\_\_\_\_

License Number: \_\_\_\_\_ Expiration Date: \_\_\_\_\_ Class: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_

Approved by Building Official: \_\_\_\_\_ Date: \_\_\_\_\_

*This form is to be submitted when the original licensee is no longer present or responsible for the work. Any change to a new licensed builder must include a signed contract with the owner or authorized representative.*

**No work may proceed unless a licensed builder is actively in charge of the project.**