



This form shall be completed by the legal owner of the overall building. If the building is owned by an entity (HOA, POA, INC, LLC), this form shall be completed by a qualified representative of that entity (such as the president or CEO).
Note: The owner of an individual unit is not the owner of the building. Tenants and lessees do not qualify as property owners.

PROJECT INFORMATION

Building Address: _____

Contract Amount: _____

Scope of Work: _____

CONTRACTOR INFORMATION

Contractor Name: _____

Mailing Address: _____

Phone #: _____

Email: _____

BUILDING OWNER INFORMATION

Building Owner Name: _____

Mailing Address: _____

Phone #: _____

Email: _____

BUILDING OWNER AUTHORIZATION

By signing below, I attest that I am a legal owner of the building, or an authorized representative of the owning entity, and I hereby authorize the listed contractor to perform the described scope of work.

Building Owner Signature: _____ Date: _____

Printed First/Last Name: _____