



Upload form with permit application in CSS Portal.

# AUTHORIZED PERMIT AGENT FORM

(ONE FORM PER PERMIT)

This form may be used by a State-licensed Individual Contractor or Qualifying Agent to designate a person to apply for and obtain a permit for a project on their behalf. **This authorization does NOT allow the agent to perform the direct supervision or management of the project or act as the "contractor"** as defined by the State of Georgia under §43-14.

The contractor must submit an original Authorized Permit Agent form for each project for which he/she has designated an individual to pull the permit. The City of Johns Creek requires this notarized form with an **ORIGINAL SIGNATURE** (no copies or faxes accepted), a copy of the contractor's State license(s), and a copy of the driver's license of the authorized permit agent.

**DO NOT SEND A COPY OF THIS FORM TO THE STATE LICENSING BOARD.**

Name of Qualifying Agent or Individual License Holder:	
Qualifying Agent or Individual Contractor State License #: <i>(attach a copy of license)</i>	
Name of Licensed Company:	
Company's State License #: <i>(attach a copy of license)</i>	
Name of Authorized Permit Agent: <i>(attach a copy of driver's license)</i>	

**PROJECT INFO (an original form is required for each project):**

Contractor company listed on contract:	
Project Type:	
Project Street Address:	
Suite/Unit #:	

I hereby designate the above-listed Authorized Permit Agent to apply for and obtain the permit(s) for the project listed above. I understand that I may not give permission to the Authorized Permit Agent to direct, manage, control, supervise, nor perform the contracted work. The undersigned, being State-licensed as a Qualifying Agent or Individual Contractor by the State of Georgia, do hereby affirm and swear, under oath, that all information on this form and on accompanying documents are true and correct.

SUBSCRIBED AND SWORN BEFORE ME ON THIS THE

\_\_\_\_\_ DAY OF \_\_\_\_\_, 20 \_\_\_\_\_

\_\_\_\_\_  
NOTARY PUBLIC

\_\_\_\_\_  
**Original Signature of State License Holder (no copies or stamps)**

(Notary Seal)

My Commission Expires: \_\_\_\_\_