



COMMUNITY DEVELOPMENT & BUILDING DEPARTMENT

506 W. BERCKMAN STREET

FRUITLAND PARK, FL 34731

PHONE: (352) 360-6727

FAX: (352) 360-6727

Email: permits@fruitlandpark.org

Change of Primary Contractor

To change the Primary Contractor on an active permit, the following is needed:

1. AN ORIGINAL NOTARIZED FORM FROM THE PROPERTY OWNER REQUESTING A CHANGE OF PRIMARY CONTRACTOR.
2. AN ORIGINAL NOTARIZED CHANGE OF PRIMARY CONTRACTOR FORM FROM THE NEW CONTRACTOR ACCEPTING THE JOB PER F.S. 533.79.
3. COMPLETED CONTRACTOR CHANGE REQUEST LISTING ALL THE SUBCONTRACTORS WHETHER THEY ARE BEING CHANGED OR NOT.
4. A NEW RECORDED NOTICE OF COMMENCEMENT INDICATING NEW CONTRACTOR FOR ANY PERMIT WHERE ONE IS REQUIRED.
5. PAYMENT OF FEES DUE INCLUDING, BUT NOT LIMITED TO, ANY OUTSTANDING PERMITTING, RED TAG, OR ADMINISTRATIVE FEES.



COMMUNITY DEVELOPMENT & BUILDING DEPARTMENT

506 W. BERCKMAN STREET

FRUITLAND PARK, FL 34731

PHONE: (352) 360-6727

FAX: (352) 360-6727

Email: permits@fruitlandpark.org

Change of Primary Contractor Letter

(Property Owner Acknowledgement Letter)

Re: Project address: _____

City: _____ State: _____ Zip Code: _____

Permit Number: _____

I, _____, as the property owner, am requesting a change of primary contractor for the above listed permit.

From: _____ of _____
(Current Contractor's License Holder) (Current Contractor's Company Name)

To: _____ of _____
(New Contractor's License Holder) (New Contractor's Company Name)

I hereby certify I'm changing the current contractor on file to the new contractor listed above. Property

Owner: _____

Signature

STATE OF FLORIDA

COUNTY OF _____

The foregoing instrument was acknowledged before me by means of physical presence or ___ online notarization, this ____ day of _____, 20____, by _____, who acknowledge that he/she is the owner of the above listed property and who acknowledged that he/she is authorized to execute this document. He/She _____ is personally known to me or ___ has produced _____ as identification.

(AFFIX NOTARY SEAL)

Notary Public

Print Name _____



COMMUNITY DEVELOPMENT & BUILDING DEPARTMENT

506 W. BERCKMAN STREET

FRUITLAND PARK, FL 34731

PHONE: (352) 360-6727

FAX: (352) 360-6727

Email: permits@fruitlandpark.org

Change of Primary Contractor Letter

(Property Owner Acknowledgement Letter)

Re: Project address: _____

City: _____ State: _____ Zip Code: _____

Permit Number: _____

I, _____ am the new primary contractor for the address and permit number listed above.

License Holder Name: _____

License Number: _____

Company Name: _____

Address: _____

City: _____ State: _____ Zip Code: _____

License Holder Signature: _____

STATE OF FLORIDA

COUNTY OF _____

The foregoing instrument was acknowledged before me by means of physical presence or ___ online notarization, this ____ day of _____, 20____, by _____, who acknowledge that he/she is the owner of the above listed property and who acknowledged that he/she is authorized to execute this document. He/She _____ is personally known to me or ___ has produced _____ as identification.

(AFFIX NOTARY SEAL)

Notary Public

Print Name _____