



Subcontractor Affidavit

Community Development Department Phone: 678-421-2027
65 Lawrenceville Street Norcross, GA 30071

NOTICE

This form must be completed, signed and submitted to the Community Development Department before work may commence. **All State Certified Trade Contractors must either make a personal appearance to obtain a permit or submit a notarized signature on this form and attach the required documentation.** All information requested on this form is required before the issuance of a building permit.

JOB INFORMATION

Building Permit Number:	Job Site Address:	Lot or Suite#
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SUBCONTRACTOR INFORMATION

I understand that I will be held responsible for this job until the Community Development Department is notified of any change:

Electrical
 Plumbing
 HVAC
 Low Voltage

Name:	State License Number:
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Company Name:	Business License Number:
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Company Address:	Business License Jurisdiction:
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Phone number:	Email:
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I have attached a copy of the following **unexpired** documents to this form:

- Driver's License
- State License (GC General Contractor Company or Qualifying Agent Card)
- Business License

NOTARY

I _____, state certified tradesman of record, hereby authorize _____ to submit my name, business license and trade card(s) to the City of Norcross for the issuance of a building permit for the above address.

Before me, the undersigned notary public, this day, personally, appeared _____ to me known, who being duly sworn according to law, deposes the following:

Subscribed and sworn to before me this _____ day of _____, 20__.

_____ Notary Public	_____ Sub-contractor's Signature
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OFFICE USE FOR IN PERSON SUBMITTALS

The state certified tradesman has submitted the above information in person to the Community Development Department on _____, 20__ and has been received by _____