



Instructions

- 1. Complete Contractor Change / Withdrawal Notice (CCN / WN)
- 2. Submit CCN / WN for approval to the Permits Department. The requestor and contractor will receive an email notice when the change is complete.

Project Information

Permit Number: _____ Project Address: _____
Requested by: _____
Relationship to Project: Property owner changing contractor/subcontractor / withdrawing permit.
 General or residential contractor changing subcontractor / withdrawing permit.
Requestors Phone: _____ Email: _____

Signature of Requestor

Subscribed and Sworn Before Me _____, 20____.

Notary Public

Contractor Information

Type of Permit		Contractor Name	
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Original Contractor Authorization

I acknowledge by my signature that I am aware of and have no objections to my removal from this project.

Signature of Contractor

Subscribed and Sworn Before Me _____, 20____.

Notary Public

Other method of notification to contractor:

Development Services Division

Last Inspection: _____ Date: _____

Notes: _____

Development Services Division Approval

Date: _____

Paul Scarbary, Division Director, Development Services