



## AUTHORIZED PERMIT AGENT FORM

This form may be used by a Georgia general or residential contractor (Individual or Qualifying Agent) to designate an individual to obtain permits on his/her behalf using the specified license(s). This designated individual shall be identified as the Authorized Permit Agent for the licensee. To register the Authorized Permit Agent, submit this notarized form, copies of the contractor's State license/s, business license and government issued photo IDs of the contractor and the Authorized Permit Agent. All licenses must be current.

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

*License verification by permitting office should be completed by visiting <http://verify.sos.ga.gov/verification>.*

Name of Qualifying Agent or Individual Licensee	
Qualifying Agent or Individual Contractor License # (Attach a copy of license)	
Name of Licensed Company	
Company License # (Attach a copy of license)	
Name of Authorized Permit Agent (Attach a copy of government issued photo ID)	
Authorized Permit Agent's E-mail (Project Portal Login ID)	

I hereby designate the above listed Authorized Permit Agent to apply for and obtain permits from the City of Brookhaven. I understand that this authorization shall remain in effect until I revoke it in writing. The undersigned does hereby affirm and swear, under oath, that all information on this form and on accompanying documents are true and correct.

\_\_\_\_\_  
**State Licensee's Signature**

\_\_\_\_\_  
**Date**

SUBSCRIBED AND SWORN BEFORE ME ON THIS THE

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

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

My Commission Expires:

(Notary Seal)