



## Agent of Record Letter

\*If the property owner is NOT the applicant

**\*\*If property owner is a Corporation, Proof of Signing Authority is required.**

\*\*\*If Multiple property owners, an Authorization Letter from each owner is require.

**-PLEASE PRINT-**

**If an agent is employed the owner(s) must complete the following:**

I (we) \_\_\_\_\_  
(Name(s) of Owner, Individuals or Company)

Being the registered owner(s) of the subject property, hereby authorize:

\_\_\_\_\_  
(Name of Agent)

To prepare, submit and obtain \_\_\_\_\_ on my behalf, for the project at:  
(Type of Application)

\_\_\_\_\_  
(Property Address)

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**Owner:** Print Name: \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

Signature: \_\_\_\_\_

**Agent:** Print Name: \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

Signature: \_\_\_\_\_