

## Monroe County Building Department

*Middle Keys Office: 2798 Overseas Highway, Marathon, FL, 33050, (305) 289-2501 ❖ Lower Keys Office: 5503 College Road, Key West, 33040, (305) 295-3990  
Upper Keys Office: 102050 Overseas Highway, Key Largo, FL, 33037, (305) 453-8800 ❖ Ocean Reef Office: 11601 CR 905, Key Largo, FL 33037, (305) 453-8765*

<http://fl-monroecounty.civicplus.com/149/Building-and-Permitting>

# CHANGE OF SUBCONTRACTOR

<b>PARCEL ID:</b> _____	<b>PERMIT NUMBER:</b> _____
<b>PROPERTY ADDRESS:</b> _____	
<u>Current SUB</u> Contractor (name): _____ Contractor ID (5 digit #): _____	
The current sub contractor noted above is NO LONGER the subcontractor on this permit for portion checked below on the above-referenced permit. The above-referenced sub contractor is no longer authorized to proceed with any portion of work approved under the above-referenced permit. Notification has been sent to the original qualifier notifying them of their removal from any affiliation with the above-referenced permit.	
<input type="checkbox"/> General <input type="checkbox"/> Electrical <input type="checkbox"/> Mechanical <input type="checkbox"/> Plumbing <input type="checkbox"/> Pool <input type="checkbox"/> Roofing <input type="checkbox"/> Elevator <input type="checkbox"/> Other	

**As of the notarized date, the new contractor/subcontractor of record assigned to resume the above-described portion or work for the above-referenced permit shall be:**

<u>NEW SUB Contractor Company:</u> _____
<u>NEW SUB Qualifier Name:</u> _____
<u>NEW SUB Qualifier License #:</u> _____ Contractor ID(5 digit #): _____

**SUBCONTRACTOR AUTHORIZATION:**

The new subcontractor identified above authorizes the owner-builder or primary contractor for the above referenced permit to apply, sign, and pick-up any and all documents pertaining to the above referenced permit related to the sub discipline noted above. This authorization becomes effective on the date this form is notarized, and shall remain in effect until terminated by the undersigned. This authorization acts as a durable power of attorney only for the purposes stated. The new subcontractor identified above understands the liabilities involved in the granting of this agency and accepts full responsibility for any and all of actions of the owner-builder or primary contractor, related to the acquisition of permits for the aforementioned company.

I, the <input type="checkbox"/> primary contractor qualifier or <input type="checkbox"/> owner-builder, agree to the terms/information above and agree to hold harmless Monroe County, its agents and authorized personnel, and relieve them of any responsibility or liability for any legal action or damage, cost or expense (including attorney's fees) resulting from the change of contractor for the existing permit.	I, the Qualifier for the new subcontractor, agree to the terms/information above and agree to hold harmless Monroe County, its agents and authorized personnel, and relieve them of any responsibility or liability for any legal action or damage, cost or expense (including attorney's fees) resulting from the change of contractor for the existing permit.
Print Name	Print Qualifier Name
Signature:	Signature:
Date:	Date:

**STATE OF FLORIDA**  
**COUNTY OF** \_\_\_\_\_

The foregoing instrument was acknowledge before me by means of  physical presence or  online notarization, this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

by \_\_\_\_\_

Personally Known OR  Produced Identification  
Type of Identification Produced: \_\_\_\_\_

**NOTARY**  
**Name:** \_\_\_\_\_  
**NOTARY**  
**Signature:** \_\_\_\_\_

My Commission Expires on: \_\_\_\_\_

**STATE OF FLORIDA**  
**COUNTY OF** \_\_\_\_\_

The foregoing instrument was acknowledge before me by means of  physical presence or  online notarization, this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

by \_\_\_\_\_

Personally Known OR  Produced Identification  
Type of Identification Produced: \_\_\_\_\_

**NOTARY**  
**Name:** \_\_\_\_\_  
**NOTARY**  
**Signature:** \_\_\_\_\_

My Commission Expires on: \_\_\_\_\_