

Building Permit Owner Affidavit

111 N Front Street, Columbus, Ohio 43215
Phone: 614-645-6090

CC 4101.15 - Letter O.

“Owner” means the owner of record as shown on the current tax list of the county auditor; the mortgage holder of record, if any, as shown in the mortgage records of the county recorder; and any purchaser under a land contract. “Owner” also means any person who has a freehold or lesser estate in the premises; a mortgagee or vendee in possession; or any person who has charge, care or control of the premises as agent, executor, administrator, assignee, receiver, trustee, guardian or lessee.

I, _____ state that I have read the definition of “Owner” as outlined in City Code Section 4101.15 - Letter O and hereby state that (select applicable box):

- I am the owner of record as shown on the current tax list of the county auditor; the mortgage holder of record as shown in the mortgage records of the county recorder; purchaser under a land contract; a mortgagee or vendee in possession; or I have a freehold or lesser estate in the premises
- I have charge, care or control of the premises as agent, executor, administrator, assignee, receiver, trustee, guardian or lessee **(and have included documentation with this affidavit)**

of the property located at: _____, for which a building permit is being made to the City of Columbus, Department of Building & Zoning Services.

By submitting this affidavit, I acknowledge my understanding and compliance with the following.

- I will perform the work with my own hands or see that the work is accomplished under my direct supervision.
- I will not contract with someone who is not licensed by the City of Columbus to perform the work covered under this permit.
- I will require licensed contractors to obtain their own permits when applicable.
- I understand that additional permits may be required for electrical, plumbing, mechanical, & occupancy.
- I understand that by pulling an Owner’s permit, I assume responsibility for all work performed under this permit.
- I understand that this affidavit is important and I have told the truth on it and all attached papers.

Print Full Name

Signature (sign in presence of notary or Building & Zoning Svcs. Official)

Sworn to before me and signed in my presence this _____ day of _____, in the year _____

Notary Seal Here

Signature of Notary Public or Building & Zoning Services Official