



Letter of Authorization

Please Email to Service Center:

permitsubmittal@austintexas.gov

DevelopmentATX.com | Phone: 311 (or 512-974-2000 outside Austin)
For submittal and fee information, see austintexas.gov/digitaldevelopment

Please Print Clearly or Type

Date: _____

Agent Type (select one): Owner Owner's Agent General Contractor Electrical
 Mechanical Plumbing Irrigation

Agent Name: _____

Trade Master License Holder Name (for Electrical, Mechanical, Plumbing, Irrigation only):

Email: _____ Office #: _____ Mobile #: _____

Company Name: _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

State Master Electric License #: _____ State Master Electric Contractor License #: _____

State Master Plumber License #: _____ State Master Mechanical License #: _____

State Master Irrigator License #: _____ State Master Fire Line Contractor License #: _____

Acknowledgement: I authorize the following agents to purchase permits on my behalf, including under my license and use of my escrow account. I understand that it is my responsibility to update this *Letter of Authorization* form. I understand that if I do not list any additional agents, they will not be authorized until the *Letter of Authorization* form is filled out completely and signed by the Owner/Owner's Agent/GC or Master License Holder.

Add and/or delete agents below. If you do not wish to add any agents, please select N/A. If more Agents are needed, please fill out this section on additional pages.

Additional Agents N/A

First Name: _____ Last Name: _____ Email: _____

Delete Additional Agents

First Name: _____ Middle Initial: _____ Last Name: _____

First Name: _____ Middle Initial: _____ Last Name: _____

First Name: _____ Middle Initial: _____ Last Name: _____

Signature: _____

*Owner, Owner's Agent, General Contractor or
Master Licensed Contractor as listed above*

Print Name