



Owner as Builder Disclosure Statement

Penney Farms Building Division

Town Hall, 4100 Clark Avenue Penney Farms, FL 32079

Phone: (904) 529-9078 Fax: (904) 284-4405

Email: penneyfarms@bellsouth.net

- 1) I, _____, understand that state law requires construction to be done by a licensed contractor and have applied for an owner-builder permit under an exception from the law. The exemption specifies that I, as the owner of the property listed may act as my own contractor with certain restrictions even though I do not have a license.
- 2) I understand that building permits are not required to be signed by a property owner unless he or she is responsible for the construction and *is not* hiring a licensed contractor to assume responsibility.
- 3) I understand that, as an owner-builder, I am the responsible party of record on a permit. I also understand that I may protect myself from potential financial risk by hiring a licensed contractor and have the permit filed in his or her name instead of my own name. I also understand that a contractor is **required by law** to be licensed in Florida and to list his or her license numbers on permits and contracts.
- 4) ***I understand that, as the owner-builder, I must provide direct, onsite supervision of the construction.***
- 5) I understand that ***I may not hire*** an unlicensed person to act as my contractor or to supervise persons working on my building or residence. It is my responsibility to ensure that the persons whom I employ have licenses required by law and by Town Ordinance.
- 6) I understand that it is frequent practices of unlicensed persons to have the property owner obtain an owner-builder permit that erroneously implies that the property owner is providing his or her own labor and materials. ***I***, as an owner-builder may be held liable and subjected to ***serious*** financial risk for any injuries sustained by an unlicensed person or his or her employees while working on my property. My homeowner's insurance may not provide coverages for these injuries. I am willfully acting as an owner-builder and am aware of the limits of my insurance coverage for injuries to workers on my property.
- 7) I understand that I may not delegate the responsibility for supervising work to a licensed contractor who is not licensed to perform the work being done. _____(Initials)
- 8) I agree that as the party ***legally and financially*** responsible for this proposed construction activity, I will abide by all applicable laws and requirements that govern owner-builders as well as employers. I also understand that the construction must comply with all applicable laws, ordinances, building codes, and zoning regulations.
- 9) I understand that I may obtain more information regarding my obligations as an employer from the **Internal Revenue Service**, the **United States Small Business Administration**, the **Florida Department of Financial Services**, and the **Florida Construction Industry Licensing Board** at **(850)-487-1395** or www.myfloridalicense.com for more information about licensed contractors.

10) I am *aware* of, and *consent* to: owner-builder building permits applied for in my name and understand that I am the party *legally and financially* responsible for the proposed construction activity at the following address: _____

11) I agree to notify ***The Penney Farms Building Division*** *immediately* of any additions, deletions, and/or changes to any of the information that I have provided on this disclosure.

Licensed contractors are regulated by laws designed to protect the public. If you contract with a person who does not have a license, the ***Construction Industry Licensing Board*** and ***Department of Business and Professional Regulation*** may be unable to assist you with any financial loss that you sustain as a result of a complaint. Your only remedy against an unlicensed contractor may be in civil court. It is also important for you to understand that, if an unlicensed contractor or employee of an individual or firm is injured while working on your property, you may be held liable for damages. If you obtain an owner-builder permit and wish to hire a licensed contractor, you will be responsible for verifying whether the contractor is properly licensed and the status of the contractor's workers' compensation coverage and having your permit amended through the Building Division into their name. You must also understand that this permit is issued under the assumption you have some construction knowledge, and you understand the ***Penney Farms Building Division*** staff cannot instruct you how to complete your project. Finally, all applicable Codes *will be enforced*.

Before a building permit can be issued, this disclosure statement *must be completed and signed by the property owner* and returned to the Penney Farms Building Division. A copy of the property owner's driver's license, the notarized signature of the property owner, or other type of verification acceptable to the ***Penney Farms Building Division*** is required when the permit is issued.

Signature of Owner **Date:** _____

Notary – Personally Known _____ or produced Identification type:

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