

---

CITY OF LAKE HELEN  
Building Department  
**Change of Contractor**

---

DATE: \_\_\_\_\_

PERMIT # \_\_\_\_\_

Owner's Name \_\_\_\_\_ Contact Phone \_\_\_\_\_

Owner's Address \_\_\_\_\_

Jobsite Address \_\_\_\_\_

Original Contractor \_\_\_\_\_ License # \_\_\_\_\_

Explanation for discharging the Contractor

---

---

---

---

---

---

---

---

Pleas attach a copy of the letter sent to the original contractor discharging him/her from the job. The letter was sent on (date) \_\_\_\_\_ by:       regular mail       certified mail

*Notice: If it has been 45 days since the most recent building inspection was passed, then an additional inspection will be required and an inspection fee charged.*

Signature of Owner \_\_\_\_\_ Date \_\_\_\_\_

State of Florida  
County of Volusia

Affirmed and subscribed before me this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_ by \_\_\_\_\_

who is personally known to me or has produced \_\_\_\_\_ as identification.

Signature of Notary \_\_\_\_\_

Print name of Notary \_\_\_\_\_

