

CHANGE OF CONTRACTOR



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

TO: Village of Royal Palm Beach Community Development  
1050 Royal Palm Beach Blvd.  
Royal Palm Beach, FL 33411

**FOR OFFICE USE ONLY**

REVIEWED BY: \_\_\_\_\_

APPROVED \_\_\_ DENIED \_\_\_

PROJECT ADDRESS: \_\_\_\_\_  
\_\_\_\_\_

PERMIT #: \_\_\_\_ - \_\_\_\_\_

To Whom It May Concern:

I do hereby acknowledge that there will be a change of contractor from \_\_\_\_\_  
to \_\_\_\_\_ in relation to the aforementioned permit. I agree to indemnify and  
hold harmless the Village of Royal Palm Beach from any and all liability relating to this transfer. I also acknowledge that any  
permit fees previously paid will remain with the permit.

Sincerely,

\_\_\_\_\_  
(Owner/Authorized Agent) Title: \_\_\_\_\_

STATE OF: \_\_\_\_\_  
COUNTY OF: \_\_\_\_\_

The foregoing instrument was acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_  
by \_\_\_\_\_ who is personally known to me or has produced  
\_\_\_\_\_ for identification.

\_\_\_\_\_  
Notary My Commission Expires: \_\_\_\_\_

\*\*\*\*\*  
(Current Contractor)

\_\_\_\_\_  
Signature Title: \_\_\_\_\_

STATE OF: \_\_\_\_\_  
COUNTY OF: \_\_\_\_\_

The foregoing instrument was acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_  
by \_\_\_\_\_ who is personally known to me or has produced  
\_\_\_\_\_ for identification.

\_\_\_\_\_  
Notary My Commission Expires: \_\_\_\_\_

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Contractor is unwilling to sign this document.  
(A copy of the Certified/Registered letter sent to contractor must be attached for verification of notification)