



# Authorized Agent Signature Form

Owner Name \_\_\_\_\_ Agent Name \_\_\_\_\_

Company Name \_\_\_\_\_ Company Name \_\_\_\_\_

Street Address \_\_\_\_\_ Street Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Phone(\_\_\_\_\_) \_\_\_\_\_ Phone(\_\_\_\_\_) \_\_\_\_\_

Email \_\_\_\_\_ Email \_\_\_\_\_

the agent may act on my behalf for the property at \_\_\_\_\_

the agent may act on behalf of all properties listed \_\_\_\_\_

\_\_\_\_\_

I, \_\_\_\_\_, hereby authorize  
Print Owner Name Here

\_\_\_\_\_  
Print Agent Name Here

to act as my agent and to execute any and all documents pertaining to building permits issued and/or inspections performed by the City of Hillsdale Planning Department, as I, the undersigned, might or could do if personally present. The authority of the person appointed as my agent to exercise the powers granted herein shall commence on the date set below and shall remain in full force and effect until the license expiration or written cancellation by either individual.

I understand that by signing this instrument, I am authorizing the City of Hillsdale Planning Department to process permit documents and/or issue building permits based on the signature of my above-named agent. I further understand that I am fully responsible and legally bound for all acts performed by my agent.

**Note: Authorized Agents may sign for permits, document re-submittal applications, submit & pick up revisions and/or documents. License valid for (1) one year from notary date.**

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

\_\_\_\_\_  
Signature of Agent

**Required: A clear legible copy of both the Owner and Agent Driver's License or Government issued Photo ID with this form; we CANNOT complete registration without it.**