



**TOWN OF SURFSIDE
BUILDING DEPARTMENT**

9293 HARDING AVENUE
SURFSIDE, FL 33154
TEL: (305) 861-4863
FAX: (305) 861-1302

www.townofsurfsidefl.gov
EMAIL:buildingapp@townofsurfsidefl.gov

HOLD HARMLESS

Date: ____/____/____

Re: Property located at (address and legal description) _____

As legal owner of subject property, I request the cancellation of permit number (in full) _____, issued to (name of previous permit holder) _____ (mailing address) _____ on (date) ____/____/____ for the following reason _____

Date of last inspection ____/____/____

I no longer authorize the previous permit holder to proceed with the work covered by the permit. I hereby apply as owner-builder, or authorize (new contractor) _____ to apply for such permits to construct or complete the construction on subject property.

I agree to hold Town of Surfside, its agents and authorized personnel (including the Building Official) harmless and relieve them from any responsibility or liability for any legal action or damage, cost or expense (including attorney's fee) resulting from the cancellation of the existing permit or the issuance of a new permit. I furthermore assume responsibility for the correction, if required, of work performed under the permit for which I am requesting cancellation. In the event there has been a change of ownership of the property, the new owner assumes the responsibility for notifying the previous owner of his or her intent to transfer the permit.
Very truly yours,

OWNER

PRIME CONTRACTOR (only if Sub-Contractor holds the permit or if there is a change of qualifier)

**STATE OF FLORIDA
COUNTY OF MIAMI-DADE:**

The person whose signature appears above, deposes that he/she is the legal owner of the above property.

**STATE OF FLORIDA
COUNTY OF MIAMI-DADE:**

The person whose signature appears above, deposes that he/she is the Prime Contractor for the above.

SWORN TO AND SUBSCRIBED

before me this ____ day of _____, 20 ____

by _____

SWORN TO AND SUBSCRIBED

before me this ____ day of _____, 20 ____

by _____

SEAL) _____

PRINT, TYPE OR STAMP NAME OF NOTARY

Personally known _____
or Produced Identification _____
Type of Identification produced _____

SEAL) _____

PRINT, TYPE OR STAMP NAME OF NOTARY

Personally known _____
or Produced Identification _____
Type of Identification produced _____

*****DEPARTMENT USE ONLY*****

Note: Hold Harmless letter must be signed by the owner of the property and the General Contractor in case of subsidiary permits or change of qualifier.

Date Issued (original): ____/____/____ Change Date: ____/____/____ Fee: _____ Last Valid Inspection: ____/____/____