



Department of
CITY PLANNING

Office of Buildings
55 Trinity Avenue, Suite 3900
Atlanta, Georgia 30303
Tel: 404.330.6150

CHANGE OF CONTRACTOR LETTER

Date of Request:					
Job Address:		<input type="checkbox"/> NE	<input type="checkbox"/> NW	<input type="checkbox"/> SE	<input type="checkbox"/> SW

Requestor's Information			
Contact Name:			
Contact Number:			
Contact Email:			
Request is being made by Owner:			
Owner's Name _____			
To the City of Atlanta:			
I wish to change my contractor for: Please check the appropriate box below			
<input type="checkbox"/> Building	<input type="checkbox"/> Mechanical/HVAC	<input type="checkbox"/> Electrical	<input type="checkbox"/> Plumbing
I am hereby discharging:			
_____ Contractor's Name			
_____ Company Name			
From my project for the following reason(s):			

Associated with the following Permit Number(s):			

My New Contractor is:			
_____ Contractor's Name			
_____ Company Name			

Signature (Owner) _____
Date

Sworn to and subscribed before me this _____ day of _____, 20_____

Notary Public seal and signature