



## DOCUMENTS REQUIRED FOR PERMIT ISSUANCE

CONTRACTOR	SPECIALTY LICENSE HOLDER (See Specialty Contractor List)	AGENT FOR CONTRACTOR/ SPECIALTY LICENSE HOLDER	HOMEOWNER/AGENT FOR HOMEOWNER <b>Must be Primary Residence</b>
State Issued Contractor's License Card <a href="#"><u>Licensee Details Page from SOS website only accepted in person by Contractor him/herself</u></a>	State Issued Specialty License Card <a href="#"><u>Licensee Details Page from SOS website only accepted in person by license holder him/herself</u></a>	State Issued Contractor's/Specialty License Card <a href="#"><u>Licensee Details Page from SOS website only accepted in person by Contractor/License Holder him/herself</u></a>	Warranty Deed or Property Tax bill <a href="#"><u>Quit Claim Deed is not acceptable</u></a> Must be in Homeowner's name <a href="#"><u>LLC or Business name not acceptable</u></a>
Contractor's Valid Identification (ID, Driver's License, Passport)	License Holder's Valid Identification (ID, Driver's License, Passport)	Contractor/License Holder's Valid Identification (ID, Driver's License, Passport)	Homeowner's Valid Identification (ID, Driver's License, Passport)
Contractor's Business License	License Holder's Business License	Contractor/License Holder's Business License	Homeowner Affidavit
Contractor's License Affidavit	Exception to Contractor's License Affidavit	Contractor's License Affidavit/ Exception to Contractor's License Affidavit	Exception to Contractor's License Affidavit
		Agent's Valid Identification (ID, Driver's License, Passport)	Agent's Valid Identification (ID, Driver's License, Passport)
		Contractor/License Holder's Business License	Contractor's Agent Affidavit
		Contractor's License Affidavit/ Exception to Contractor's License Affidavit	
		Contractor's Agent Affidavit	
<b>If Permitting a Demolition Add To All:</b>			
Rodent Letter – The rodent letter must be current, and the initial inspection must be within 30 days of the permit issuance date.			
Sewer Plug Permit – Issued by the Office of Buildings Trades Division 404-865-8500 or <a href="mailto:OOB@atlantaga.gov">OnlineServices-OOB@atlantaga.gov</a> .			