



**Construction Services Division**

2555 E Hanna Ave  
 Tampa, FL 33610  
 Phone: (813) 274-3100  
 Fax: (813) 259-1712  
 www.tampagov.net/permits

**Change of Contractor Form**

Section 1	Job Site Address: _____ Record ID: _____ Existing Permit Holder: _____ License Nbr _____ New Permit Holder: _____ License Nbr _____
-----------	---

**Instructions:** Please utilize this form if you are:

A) A property Owner (residential or commercial) or tenant/ lessee (of a commercial space) changing the existing primary contractor on a permit (existing permit holder) to a new primary contractor (new permit holder) or;

B) the existing primary contractor on a permit changing an existing subcontractor (existing permit holder) to a new subcontractor (new permit holder) or;

C) the existing primary contractor on a permit (existing permit holder) changing responsibility of the permit over to a qualified Owner Builder (new permit holder).

**Definitions:** The term **Residential**, as used within this document, shall be understood to mean: Any single family or two-family structure.

The term **Commercial**, as used within this document, shall be understood to mean: Any structure containing 3 or more dwelling units (such as a triplex or quad-plex), apartment building, condominium, or other commercial structure including, but not limited to office buildings, office high rise buildings, retail stores, grocery stores, etc.

I, \_\_\_\_\_ being the bona fide  Owner  Tenant/ Lessee  Contractor of the property located above, hereby request the Change of Contractor as indicated above. I hereby certify that the existing permit holder has been notified of the request for the Change of Contractor, and that all other aspects of the project remain unaltered.

Now, therefore, the  Owner  Tenant/ Lessee  Contractor in consideration of the Change of Contractor for certain work at the above address, hereinafter referred to as the "PROPERTY", does hereby agree as follows:

1. The  Owner  Tenant/ Lessee  Contractor on project of said PROPERTY, his heirs, assigns and successors in interest, waive, renounce, relinquish, absolve, and discharge the City of Tampa from any and all liability for personal injury and property damage which may result from the Change of Contractor for certain work on the PROPERTY even if the Change of Contractor for certain work on the property is later found to be wrongful or negligent.

2. That  Owner  Tenant/ Lessee  Contractor shall defend, hold harmless and indemnify the City of Tampa from and against all liability, loss, claims, damages, cost, attorneys, attorneys' fees and expenses of whatever kind or nature which the City of Tampa may sustain, suffer, or incur or be required to pay by reason of the Change of Contractor for certain work on the property even if the Change of Contractor for certain work on the property is later found to be wrongful or negligent.

I, \_\_\_\_\_ do hereby state I am the bona fide  Owner  Tenant/Lessee  Contractor of the site address and as such:

- \* Have the authority to initiate the Change of Contractor
- \* Agree to the conditions as prescribed in the Change of Contractor Acknowledgement

Owner  Tenant/ Lessee  Contractor Print Name \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_

Owner  Contractor New Permit Holder Name \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_