



CITY OF ORLANDO

Owner/Builder Declaration

OWNER MUST PERSONALLY APPEAR AT PERMITTING SERVICES TO SIGN THIS DOCUMENT

1. State law requires construction to be done by licensed contractors. You have applied for a permit under an exemption to that law. (Florida Statutes 489.103(7) (2006)). The exemption allows you, as the owner of your property to act as your own contractor even though you do not have a license. This exemption only applies if:
 - a. You provide direct, onsite supervision of the construction yourself.
 - b. You build or improve a one or two-family residence, or a commercial building if the costs do not exceed \$75,000.
 - c. The building or residence is for your own use or occupancy and not for sale or lease. If you sell or lease, or offer to sell or lease, the structure being built or improved within one (1) year after completion of same, the law will presume that the construction was undertaken for purposes of sale or lease, which is a violation of this exemption.
 - d. You do not hire an unlicensed person to act as your contractor or to supervise people working on your building or residence.
2. Your construction must comply with all applicable laws, ordinances, building codes and zoning regulations. It is your responsibility to make sure that people employed by you have licenses required by state law and by county or municipal licensing ordinances. (Florida Statutes 489.101, (2006)). You may not delegate the responsibility for supervising work to a licensed contractor who is not licensed to perform the work being done.
3. When sub-contractors are used, you must ascertain that they are licensed professionals and direct them to obtain their own zoning compliance certificate and permit. (Plumbers, Electricians, Air Conditioning Contractors, Roofers, Etc.).
4. Any person working on your building who is not licensed must work under your direct supervision and must be employed by you, which means that you must deduct F.I.C.A. and withholding tax and provide worker's compensation for that employee, all as prescribed by law.
5. Chapter 455.228 of the Florida Statutes requires that when the Department of Professional Regulation of the State of Florida has probable cause that any person has aided or abetted the unlicensed practice of a profession by employing such unlicensed person, the Department may issue and deliver a cease and desist notice to that person.
6. In addition or in lieu of the cease and desist notice, the Department of Professional Regulation may seek a civil penalty between \$500 and \$5,000 for each offense.
7. If any person violates this exemption, the City of Orlando Permitting Division shall withhold final approval, revoke the permit, or pursue any action or remedy for unlicensed activity against the owner and person performing work that requires licensure under the permit issued.
8. I hereby declare that I do not intend to sell or lease any portion of this property for one (1) year from the date of completion of the work.
9. I hereby declare that the information provided on the accompanying permit application is true and to the best of my knowledge and belief.
10. Under penalties of perjury, I declare that I have read the foregoing and that the facts stated in it are true. (Florida Statutes 92.525, (2006)).

Owner/Builder Signature

Date

Owner/Builder Printed Name

Job address

Rev. 12/2006