

Letter of Credit Authorization

To use the fax or mail-in permitting system, an original, notarized signature needs to remain on file with the Building Inspections Department. An example follows:

I, _____, do hereby authorize the City of Gainesville to use this signature as verification to use my credit card for transactions between myself/my company and the City of Gainesville Building Inspection Department.

Company Name: _____

Signature

The Building Department will not process a permit application by fax or by mail until this form is completed and on file.

*******Any changes to your credit card will require a new form to be completed*******

Notary Information

Subscribed and sworn to before me this ___ day of _____ in the year _____.

Document provided as verification: _____

My commission expires: _____

Office hours: Monday – Friday 7:30AM – 5:00PM