



TOWN OF HAVERHILL PERMITTING AND LICENSING DEPARTMENT

4585 Charlotte Street, Haverhill, Florida 33417 561-689-0370 FAX 561-689-4317

Owner Builder Affidavit

State law requires construction to be done by licensed contractors. You have applied for a permit under an exemption to that law. The exemption allows you, as the owner of your property, to act as your own contractor with certain restrictions even though you do not have a license. You must provide direct, on site supervision of the construction yourself. You may build or improve a one-family or two-family residence or a farm outbuilding. You may also build or improve a commercial building, provided your costs do not exceed \$25,000. **THE BUILDING OR RESIDENCE MUST BE FOR YOUR OWN USE OR OCCUPANCY. IT MAY NOT BE BUILT OR SUBSTANTIALLY IMPROVED FOR SALE OR LEASE.** If you sell or lease a building you have built or substantially improved it yourself within one (1) year after the construction is complete, the law will presume that you built or substantially improved it for sale or lease, which is a violation of this exemption. You may not hire an unlicensed person to act as your contractor or to supervise people working on your building. 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. You may not delegate the responsibility for supervising work to a licensed contractor who is not licensed to perform the work being done. 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 workers' compensation for that employee, all as prescribed by law. Your construction must comply with all applicable laws, ordinances, building codes, and zoning regulations.

Chapter 455.228 of the Florida Statutes allows the Florida Department of Business and Professional Regulation (DBPR) to request the Circuit Court to impose a civil penalty of \$500 to \$5,000 on individuals who aid and abet unlicensed construction contractors. They may also be liable for court costs. Aiding and abetting is defined by the Statute as anyone who employs an unlicensed contractor or company.

Therefore, I understand and agree:

1. Construction is for **"MY OWN USE AND OCCUPANCY"** [Ch 489 F.S.] for a period of not less than one (1) year from the date of Certificate of Occupancy (C. O.) or Certificate of Completion (C. C.)
2. All construction will be in accordance with all Building, Zoning, Land Development Codes and Licensing Laws.
3. That I am responsible for all work, and that proper provision has been made to carry the necessary Worker's Compensation, Public Liability and Property Damage Insurance, withholding of Social Security and Federal Income Taxes as required by law.
4. I shall not employ any contractor, whether verbal or in writing, unless properly licensed by the State, Palm Beach County or the Town of Haverhill for any portion of the work.

5. That the application for a building permit for the construction of more than a one-family or two-family residence within one year after completion of another one-family or two-family residence shall be construed as engaging in contracting which is a violation of the Owner/Builder exemption, and is subject to a fine and/or imprisonment.

6. I certify that I have not completed a one-family or two-family residence under an Owner/Builder permit within the past twelve (12) months.

Pursuant to Florida Law, Chapter 489 Part 1, property owners qualified to act as their own contractor **must personally appear at the building department and sign the permit application.**

Address _____

Print Name _____ Date _____
Owner

Signature _____
Owner

***** NOTARY *****

STATE OF FLORIDA
COUNTY OF PALM BEACH

The foregoing instrument was acknowledged before me this _____ by _____ who is personally known to me or has produced _____ as identification and who did/did not take an oath.

Signature of person taking acknowledgement

Printed Name (SEAL)