

Change of General Contractor Form

All fees initially paid will remain with the permit. No refunds will be processed to any parties listed below.

Company Name (**Current** General Contractor): _____

Phone No.: _____ Address of Project: _____

Project Name: _____

Permit Number: _____ Date: _____

Authorized representative for Current General Contractor:

Signature: _____ Print Name: _____

I AS THE CURRENT GENERAL CONTRACTOR ON THE PROJECT/PERMIT LISTED ABOVE ARE NOW RELEASING THIS PERMIT AND ALL ASSOCIATED DRAWINGS TO THE NEW GENERAL CONTRACTOR LISTED BELOW.

Company Name (**New** General Contractor): _____

Permit Number: _____ Date: _____

Authorized Representative for New General Contractor:

Signature: _____ Print Name: _____

Phone No.: _____

I AS THE NEW GENERAL CONTRACTOR AGREE TO ASSUME RESPONSIBILITY OF THE PROJECT AND ANY FUTURE FEES ASSOCIATED WITH THE PERMIT ABOVE. I WILL ALSO COMPLETE ALL ASSOCIATED WORK AND OBTAIN ALL REQUIRED FINAL INSPECTIONS. (WHEN CHANGES ARE REQUESTED A REPRINT FEE FOR AN UPDATED PERMIT WILL BE REQUIRED).

Permit Number: _____ Date: _____

Owner/Tenant Signature: _____ Print Name: _____

Phone No.: _____

I AS OWNER/TENANT OF THE PROJECT/PERMIT LISTED ABOVE AGREE UPON THE CHANGE OF GENERAL CONTRACTORS ON THIS PROJECT.

If not all parties accept this change a new application submittal will be required from the new general contractor which includes the following:

- Completed application form
- Required drawings
- Appropriate fees
- Registered contractor and subcontractors

This handout is for informational purposes only and should not be relied on in place of official regulations and/or policies. The CITY OF PLANO makes no representations, guarantees, or warranties as to the accuracy, completeness, currency, or suitability of the information provided via the handout. Customers and citizens are personally responsible for complying with all local, state and federal laws pertaining to projects within the city. Copies of the CITY OF PLANO adopted codes and Zoning Ordinances can be found on the city website at www.plano.gov or at the CITY OF PLANO Municipal Center at 1520 Avenue K, Plano, Texas.

