



City of Ranson Community Development  
312 S. Mildred Street Ranson, WV 25438

**RANSON**  
AT THE CENTER OF OPPORTUNITY.

(304) 725-1010 | [www.cityofransonwv.net](http://www.cityofransonwv.net) | email: [permits@ransonwv.us](mailto:permits@ransonwv.us)

## Permit Authorization Affidavit Authorization of Agent to Act on Behalf of the Property Owner

This affidavit certifies that the party listed, who is not a lessee, licensed architect, engineer, or contractor, has been granted authorization to obtain a permit(s) on behalf of a property owner, and is authorized to add subcontractors to applicable permits. This form must be filled out completely by the property owner if another party is submitting an application(s) on the owner's behalf. This form must be submitted prior to issuance of permit. Copies of affidavits are acceptable.

Property Owner		
Project Address Number	Project Street Name	Parcel Number
Property Owner's Last Name	First Name	Complete Address (If Different Than Above)
Property Owner's Email Address		Property Owner's Phone No.
Agent/Contractor		
Company Name	Agent's Last Name	Agent's First Name
Agent's Email Address		Agent's Office Phone No.
West Virginia Contractor/Business License		City of Ranson Business License
Scope of Work or Permit Number		

**I hereby certify that I am the owner of record of the named property, and authorized the above Agent to act on my behalf.**

\_\_\_\_\_  
Owner's Signature

\_\_\_\_\_  
Date

**I understand that the permits obtained pursuant to this affidavit will be in my name and that I am acting as Agent/Contractor for this project. I accept full responsibility for the work performed.**

\_\_\_\_\_  
Agent/Contractor's Signature

\_\_\_\_\_  
Date