



Stafford County
Department of Public Works
Affidavit of Owner

OWNER'S NAME _____

PROPERTY ADDRESS _____

DAYTIME TELEPHONE NUMBER _____

THIS DOCUMENT CONTAINS IMPORTANT INFORMATION REGARDING CONTRACTORS LICENSURE LAW AS DEFINED IN TITLE 54.1 CHAPTER 11 CODE OF VIRGINIA. PLEASE READ CAREFULLY BEFORE SIGNING.

NOTICE TO OWNER

TITLE § 54.1-1111. Prerequisites to obtaining building, etc., permit. Any person applying to the building inspector or any other authority of a county, city, or town in this Commonwealth, charged with the duty of issuing building or other permits for the construction of any building, highway, sewer, or structure, or any removal, grading or improvement shall furnish prior to the issuance of the permit, either (i) satisfactory proof to such inspector or authority that he is duly licensed or certified under the terms of this chapter to carry out or superintend the same, or (ii) file a written statement, supported by an affidavit, that he is not subject to licensure or certification as a contractor or subcontractor pursuant to this chapter. The applicant shall also furnish satisfactory proof that the taxes or license fees required by any county, city, or town have been paid so as to be qualified to bid upon or contract for the work for which the permit has been applied.

TITLE 54.1-1101 (EXEMPTIONS) – The provisions of this chapter shall not apply to:

In accordance with the Code of Virginia (above), the applicant must meet at least one of the criteria listed below to qualify for an exemption. Applicants who qualify for an exemption from licensure requirements shall check the appropriate box below, and then sign the affidavit in the presence of a Notary Public. The completed affidavit shall be included with the permit application and other documents for review.

Please check the appropriate box.

- Any person who performs or supervises the construction, removal, repair or improvement of no more than one primary residence owned by him and for his own use for a period during any 24 month period.
Any person who performs or supervises the construction, removal, repair or improvement of a house upon his own real property as a bona fide gift to a member of his immediate family provided such member lives in the house. For purposes of this section, "immediate family" includes one's mother, father, son, daughter, brother, sister, grandchild, grandparent, mother-in-law and father-in-law;
Any person who performs or supervises the repair or improvement of industrial or manufacturing facilities, or a commercial or retail building, for his own use;
Any person who performs or supervises the repair or improvement of residential dwelling units owned by him that are subject to the Virginia Residential Landlord and Tenant Act (§ 55-248.2 et seq.);
Any other specified exemption listed under §54.1-1101. Please specify exemption _____

WARNING

I hereby affirm that I have read Title 54.1-1101 Code of Virginia and fully understand the contents thereof: that I am not subject to licensure as a contractor or subcontractor. I further affirm that I will be solely responsible for all construction on the described property allowed by permit(s) hereby issued. If the work is performed by any other person or firm employed by me, that person must comply with state and local contractor licensing laws.

Signature of Owner _____

Date _____

COMMONWEALTH OF VIRGINIA
County of Stafford, to wit:

I the undersigned Notary Public for the aforesaid jurisdiction, do hereby certify that _____, owner of the property described in the Affidavit, whose name is signed to the foregoing Affidavit, has appeared before me on this _____ day of _____ 200_____ and acknowledge the same as true and correct.

My Commission expires: _____

Notary Public _____