



CITY OF DADE CITY
"Proud Heritage, Promising Future"

OFFICE USE ONLY

File No.: _____

Submittal Date: _____

Project Name: _____

AUTHORIZED AGENT OF RECORD LETTER

Authorized Agent of record means a person with express written consent to act upon a landowner's behalf

AUTHORIZED AGENT INFORMATION

I, _____, (print name) hereby designate and appoint
_____, (print name) of
_____ (print
company name and/or address and telephone number) as my Authorized Agent of Record for the purposes
of representing me during the Development Review Process, Building Permit Process, Fire/Safety Review
Process or for the purpose of utilities service connection application, including SWFMD or FDEP permitting
reviews and approvals with regard to:

_____, (print project name/description, with
Parcel ID Number and address of project's location).

My Authorized Agent of Record is hereby vested with authority to make any representations, agreements,
or promises that are necessary or desirable in conjunction with the review process. My Authorized Agent
of Record is also authorized to accept or reject any conditions imposed by any reviewing board or entity.

Dated this _____ day of _____, 20____.

Owner's Signature

Printed Name of Owner

Established 1889

P.O. BOX 1355 • 38020 MERIDIAN AVENUE • DADE CITY, FL 33526-1355 • (352) 523-5050 FAX (352) 521-1422

Pursuant to Section 117.05(13)(a), Florida Statutes, the following notarial certificate is sufficient for an oath or affirmation:

STATE OF FLORIDA

COUNTY OF _____

Sworn to (or affirmed) and subscribed before me by means of [] physical presence or [] online notarization, this (_____) day of (_____), (_____),

Date

Month

Year

by (_____)

Signature

(NOTARY
SEAL)

(Signature of Notary Public-State of Florida)
(Name of Notary Typed, Printed, or Stamped)

Personally Known _____ OR Produced Identification _____

Type of Identification Produced _____

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