

# BUILDING PERMIT RELEASE AGREEMENT

Lincoln City Municipal Code 15.04.090.K. *Not Transferable.* A permit issued to one person or firm is not transferable and shall not permit any other person or firm to perform any work thereunder unless specifically requested by the property owner, in writing, and approved by the building official.

Building Permit Information				
Job Site Address:				Lincoln City, OR
	#	Dir.	Street Name	City, ST
Permit #:				

Property Owner(s)			
Property Owner A:			
	Name	Address	Phone #
Property Owner A Signature:			
Property Owner B:			
	Name	Address	Phone #
Property Owner B Signature:			
Property Owner C:			
	Name	Address	Phone #
Property Owner C Signature:			

*NOTE: Provide all owner names of record. If there are more than three property owners, please provide names, signatures and notarization on a separate page and attach to this document.*

Please check here if attachment is provided

Release Agreement	
By providing the above signature(s) I agree to release ownership of the above permit to the following:	
Business Name:	
Contact Person:	
Address:	
Phone:	
Email:	



**Lincoln City**  
**BUILDING PERMIT RELEASE AGREEMENT**

**Property Owner A**

Reserved for Notary Public Use		STAMP
State of:		
County of:		
This record was acknowledged before me on (date):		
By (name of individual):		
Notary Public Signature:		

**Property Owner B**

Reserved for Notary Public Use		STAMP
State of:		
County of:		
This record was acknowledged before me on (date):		
By (name of individual):		
Notary Public Signature:		

**Property Owner C**

Reserved for Notary Public Use		STAMP
State of:		
County of:		
This record was acknowledged before me on (date):		
By (name of individual):		
Notary Public Signature:		

**INSTRUCTIONS**

Complete the above form, sign and notarize and send to:

**Lincoln City Planning & Community Development**  
**c/o Amanda Gustafson**  
**PO Box 50**  
**Lincoln City, OR 97367**

Building Official	
Name:	
Signature:	

