



Columbia County Building Department
 135 NE Hernando Ave, Suite B-21
 Lake City, FL 32055
 Phone: 386.758.1008

Please email request to bldginfo@columbiacountyfla.com

Change of Subcontractor Request

Permit Information

- Permit #: _____
- Property Owner: _____
- Job Site Address: _____

- Original Subcontractor: _____
- License #: _____
- New Subcontractor: _____
- License #: _____

Trade (i.e. Electrical, Plumbing, HVAC, etc.): _____

FOR OFFICE USE	
DATE RECEIVED:	_____
() APPROVED () DENIED	
COMPLETED CHANGE:	() YES
DATE PROCESSED:	_____
PROCESSED BY:	_____
NOTES:	_____

Reason for Change:

Required Documents:

- Subcontractor MUST be on file with our jurisdiction. If not, complete registration by making application @ <https://www.columbiacountyfla.com/PermitSearch/MyBNZPortalLogin.aspx>
- New signed Subcontractor Form

Hold Harmless Acknowledgement

The undersigned agree to hold harmless and indemnify Columbia County and its agents from any claims or liability resulting from this change of subcontractor.

Signatures (All must be notarized)

- **Property Owner (If Owner-Builder)**

Printed Name: _____ Date: _____

Signature: _____

State: _____ County: _____

The foregoing instrument was acknowledged before me, by means of () physical presence or () online notarization, this ___ day of _____, 20 __, by _____, who is () personally known to me or () has provided the following identification: _____

Notary Printed Name: _____

Notary Seal:

Notary Signature: _____

- **General Contractor**

Printed Name: _____ Date: _____

Signature: _____

State: _____ County: _____

The foregoing instrument was acknowledged before me, by means of () physical presence or () online notarization, this ___ day of _____, 20 __, by _____, who is () personally known to me or () has provided the following identification: _____

Notary Printed Name: _____

Notary Seal:

Notary Signature: _____