



**CITY OF BEAUFORT
DEPARTMENT OF PLANNING
AND DEVELOPMENT SERVICES**
1911 BOUNDARY STREET
BEAUFORT, SC 29902
(843) 525-7040
FAX (843) 986-5606

OWNER/BUILDER AGREEMENT

TO WHOM IT MAY CONCERN:

Under South Carolina law, an owner may construct or improve a building provided that such structure is not intended or offered for sale.

As an owner/builder, you will be held responsible for:

- 1. Obtaining all permits required;**
- 2. Call or verify that all required inspections have been made;**
- 3. Make sure that all subcontractors, when applicable, have proper City of Beaufort business licenses and State of South Carolina licenses;**
- 4. On all contracts with a sub-contractor in excess of \$200.00 - \$5000.00, the owner must ensure that the contractor is properly State licensed.**
- 5. As an owner/builder, it is assumed that you have knowledge of construction and are familiar with Building Code requirements.**

I, the undersigned, have read the above and agree to the above stipulations.

DATE: _____ **Permit/Application No.:** _____

NAME: _____
(Print Name)

SIGNATURE: _____

WITNESS: _____

(NOTE: Signature is required to be witnessed by Codes Enforcement Staff – IDENTIFICATION WILL BE REQUIRED). If not witnessed by Staff, please have this form notarized below).

Sworn and subscribed before me this _____ day of _____, _____ year

Notary Public: _____ **My commission expires:** _____