



OWNER/BUILDER AGREEMENT

Community Development Department
1911 Boundary Street, Beaufort, South Carolina, 29902
p. (843) 525-7049 / f. (843) 986-5606 / permits@cityofbeaufort.org / www.cityofbeaufort.org

Instructions: This form shall be completed if a homeowner would like to act as their own contractor. Under South Carolina law, an owner may construct or improve a building provided that such structure is not intended or offered for sale, rent or lease.

Responsibilities: 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. Business licenses will be required prior to a permit being issued.
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 Building Codes 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: _____