



# HOLD HARMLESS

Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

Re: Property located at (address and legal description) \_\_\_\_\_

Gentlemen:

As legal owner of subject property, I request the cancellation of permit number (in full) \_\_\_\_\_, issued to (name of previous permit holder) \_\_\_\_\_ (mailing address) \_\_\_\_\_ on (date) \_\_\_\_/\_\_\_\_/\_\_\_\_ for the following reason \_\_\_\_\_

Date of last inspection \_\_\_\_/\_\_\_\_/\_\_\_\_

I no longer authorize the previous permit holder to proceed with the work covered by the permit. I hereby apply as owner-builder, or authorize (new contractor) \_\_\_\_\_ to apply for such permits as construct or complete the construction on subject property.

I agree to hold Miami-Dade County, its agents and authorized personnel harmless and relieve them from any responsibility or liability for any legal action or damage, cost or expense (including attorney's fee) resulting from the cancellation of the existing permit or the issuance of a new permit. I furthermore assume responsibility for the correction, if required, of work performed under the permit for which I am requesting cancellation. In the event there has been a change of ownership of the property, the new owner assumes the responsibility for notifying the previous owner of his or her intent to transfer the permit.

Very truly yours,

**OWNER**

**PRIME CONTRACTOR** (only if Sub-Contractor holds the permit or if there is a change of qualifier)

\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

**STATE OF FLORIDA  
COUNTY OF MIAMI-DADE:**

**STATE OF FLORIDA  
COUNTY OF MIAMI-DADE:**

Sworn to and subscribed before me by means of

physical presence OR  online notarizations

Sworn to and subscribed before me by means of

physical presence OR  online notarizations

this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_\_,

this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_\_,

by \_\_\_\_\_

by \_\_\_\_\_

Signature of Notary Public \_\_\_\_\_

Signature of Notary Public \_\_\_\_\_

Print Name \_\_\_\_\_  
(SEAL)

Print Name \_\_\_\_\_  
(SEAL)

Personally known \_\_\_\_\_

Personally known \_\_\_\_\_

or Produced Identification \_\_\_\_\_

or Produced Identification \_\_\_\_\_

Type of Identification Produced \_\_\_\_\_

Type of Identification Produced \_\_\_\_\_

**\*\*\*DEPARTMENT USE ONLY\*\*\***

**Note:** Hold Harmless letter must be signed by the owner of the property and the General Contractor in case of subsidiary permits or change of qualifier.

Date Issued (Original): \_\_\_\_/\_\_\_\_/\_\_\_\_ Change Date: \_\_\_\_/\_\_\_\_/\_\_\_\_ Fee: \_\_\_\_\_ Last Valid Inspection: \_\_\_\_/\_\_\_\_/\_\_\_\_