



Private Provider Program

BUILDING DEPARTMENT

Revision Date: 10/01/2025

Form I.D. Number: 098.A4

FEE OWNER'S AUTHORIZATION TO USE PRIVATE PROVIDER

FSS 553.791(4)

This form is required whenever a property owner grants authority to their **tenant** or **general contractor** to use a Private Provider for building code plan review and/or inspection services in lieu of the City of Coral Springs Building Department. Specifically, this includes authorization to sign and submit the Notice to Building Official (NTBO). This form must be submitted together with the NTBO. **NOTE:** If Authorized Signatories cannot be verified through FL Division of Corporations (sunbiz.org), submit corporate documents.

Property Address: _____ Permit Number: _____

Description of Work: _____

Select one of the following:

1) Fee Owner Name: _____ Individual

2) Fee Owner Name*: _____ Corporation _____ Partnership _____ Other

*Authorized Signatory: _____ Title: _____

Owner's Authorization: I, _____, the Owner (or Authorized Signatory) as described above, hereby authorize the following person* to file the Notice to Building Official (NTBO) in accordance with FSS 553.791(4) and use a Private Provider for building code plan review and/or inspection services in connection with the project described above.

*Authorized Person: _____ Company: _____

Address: _____ Phone: _____

I declare under penalty of perjury that I am the fee owner for the address listed above and I personally filled out the above information and certify its accuracy.

Fee Owner/Authorized Signatory Name

Signature

STATE OF FLORIDA
COUNTY OF BROWARD

Sworn to (or affirmed) and subscribed before me by means of _____ physical presence or _____ online notarization, this _____ day of _____, 20____ by _____, _____ personally known or _____ by I.D. _____.

Signature of Notary Public - State of Florida

Print, Type, or Stamp Commissioned Name of Notary Public