City of Vacaville
Community Development
Building Division

Current/Original Property Owner Authorization

Date: _____

Dear _____:

The City of Vacaville Building Division has received a request for duplication of the City's official copy of building plans for the structure located at _____, Vacaville, California. To the best of our records, you are the _____owner of this property.
current/original

Pursuant to California Health and Safety Code Section 19851, we are requesting your written permission to duplicate the aforementioned building plan. In this regard, we have enclosed a copy of the required affidavit completed and executed by the requesting party for your review and files.

Please sign below acknowledging that the City of Vacaville has your permission to duplicate the requested building plans for the sole purpose of fulfilling the immediate request. Please send this document back to the City of Vacaville in the enclosed self-addressed, stamped envelope within thirty (30) days of receipt of this request.

As always, we appreciate your professional courtesy and cooperation in this matter. We look forward to receiving your permission to duplicate the plans within the next thirty days. Of course, if you have any questions regarding this request, please do not hesitate to contact the Building Division at (707) 449-5152.

Sincerely,

_____
Building Division

I, _____, do hereby give my permission to the City of Vacaville to duplicate the official City copy of the building plans for the property herein mentioned, solely for the purposes herein mentioned. No other duplicates are to be produced by the City of Vacaville other than to satisfy the aforementioned request pursuant to this written permission.

Date: _____

Signature: _____
Printed Name: