



City of  
**Rockville**  
Get Into It

City of Rockville, Maryland  
111 Maryland Avenue, Rockville, MD 20850-2364  
Planning and Development Services 240-314-8240  
Email: [permits@rockvillemd.gov](mailto:permits@rockvillemd.gov)

## HOMEOWNER AUTHORIZATION LETTER

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

As a homeowner, I hereby state that I am the responsible contractor for the work and will not make a contract (oral or written) with anyone for a permit who does not have a valid Maryland State Home Improvement License.

I understand that any contractor I contract for this work who does not have a Maryland State Home Improvement License is subject to a \$5,000 fine or imprisonment not to exceed two years, or both.

As the homeowner I, \_\_\_\_\_, hereby authorize the person listed below to be my representative on the application for a permit.

Name: _____	Email: _____
Address: _____	

Authorized Agent

If you have selected a contractor, please send a copy of their current Maryland State Home Improvement License.

Property Location of Work \_\_\_\_\_

Property Tax Account Number \_\_\_\_\_

Homeowner's Signature \_\_\_\_\_

Email Address \_\_\_\_\_

Homeowner's main contact number (\_\_\_\_)-\_\_\_\_-\_\_\_\_\_

The Maryland State Home Improvement Commission (MHIC) is there to protect you. If you have any questions regarding a contractor, contact the MHIC office at (410) 230-6309, 501 Saint Paul Place, Baltimore, Maryland 21202, or online at: <http://www.dllr.state.md.us>.

For office use only: Date received: _____ BLD 20__ - _____
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