



PRINCE WILLIAM COUNTY
Development Services
CONTACT INFORMATION FORM
 Version 2017-0323

<i>Staff Use Only</i>
Date submitted: _____
Date entered: _____
Staff: _____

Please submit a Contact Information Form for EACH individual contact that you would like associated to the case(s).

- Create New Contact
 Update Existing Contact
 Remove Contact

Contact Information

First Name:	Last Name:
Street Address:	
City/State/Zip:	
Primary Phone:	Business Phone:
Email Address:	
Company Name	
State Contractor License # 270	
PWC Business License #	

Permit/Plan Activity

Please list all of the permit or plan numbers you would like to be linked to (example: BLD2014-00023 or ZNA2014-00036)

1.	2.	3.	4.
5.	6.	7.	8.
9.	10.	11.	12.
13.	14.	15.	16.
17.	18.	19.	20.
21.	22.	23.	24.
25.	26.	27.	28.
29.	30.	31.	32.

If more space is needed, please complete an additional Contact Information Form.

ePortal Account

An online ePortal account will give you 24/7 access to all of your projects, permits, inspections, and plans.

- Yes, please create an ePortal account for me.
 I already have an ePortal account.

If we create an ePortal account for you, you should receive an email within 1 business day with instructions on how to log into your ePortal account. Or log into your existing ePortal account at www.pwcgov.org/ePortal.

Authorized Agent

Name of Person submitting this form:
Title or Relationship to project:
Signature/Date:

Submit this completed form via the Submit Form button (located at the top right of page), email to DMS@pwcgov.org, fax to 703-792-5285, or mail/in person to Early Assistance Desk 5 County Complex Court #120, Woodbridge, VA 22192.