



PRINCE WILLIAM COUNTY
Department of Development Services – Building Development Division

AFFIDAVIT OF OWNER

Version 2009-01-22

OWNER'S NAME: _____

PROPERTY ADDRESS: _____

DAYTIME TELEPHONE NUMBER: _____

THIS DOCUMENT CONTAINS IMPORTANT INFORMATION REGARDING CONTRACTORS LICENSURE LAW AS
DEFINED IN TITLE 54.1 CHAPTER 11 CODE OF VIRGINIA. PLEASE READ CAREFULLY BEFORE SIGNING.

NOTICE TO OWNER

TITLE 54.1-1111. Prerequisites to obtaining building, etc., permit. Any person applying to the code official or any other authority of a county, city, or town in this Commonwealth, charged with the duty of issuing building or other permits for the construction of any building, highway, sewer, or structure, or any removal, grading or improvement shall furnish prior to the issuance of the permit, either (i) satisfactory proof to such code official or authority that he is duly licensed or certified under the terms of this chapter to carry out or superintend the same, or (ii) file a written statement, supported by affidavit, that he is not subject to licensure or certification as a contractor or subcontractor pursuant to this chapter. The applicant shall also furnish satisfactory proof that the taxes or license fees required by any county, city, or town have been paid so as to be qualified to bid upon or contract for the work for which the permit has been applied.

TITLE 54.1-1101 (Exemptions) – The provisions of this chapter shall not apply to: **(Please check the appropriate box).**

- Any person who performs or supervises the construction, removal, repair or improvement of no more than one primary residence owned by him and for his own use during any 24-month period.
- Any person who performs or supervises the construction, removal, repair or improvement of a house upon his own real property as a bona fide gift to a member of his immediate family provided such member lives in the house. For purposes of this section, "immediate family" includes one's mother, father, son, daughter, brother, sister, grandchild, grandparent, mother-in-law and father-in-law.
- Any person who performs or supervises the repair or improvement of industrial or manufacturing facilities, or a commercial or retail building, for his own use.
- Any Person who performs or supervises the repair or improvement of residential dwelling units owned by him that are subject to the Virginia Residential Landlord and Tenant Act (§ 55-248.2 et seq.)

WARNING

I hereby affirm that I have read Title 54.1-1111 Code of Virginia and fully understand the contents thereof; that I am not subject to licensure as a contractor or subcontractor. **I further affirm that I will be solely responsible for all construction on the described property allowed by the permit(s) hereby issued.** If the work is performed by any other person or firm employed by me, that person or firm must comply with state and local contractor licensing laws.

Signature of Owner

Date

COMMONWEALTH OF VIRGINIA
County of Prince William, to wit:

I, the undersigned Notary Public for the aforesaid jurisdiction, do hereby certify that _____,
owner of the property described in the Affidavit, whose name is signed to the foregoing Affidavit, has appeared before me on this
_____ day of _____ 20__ and acknowledge the same as true and correct.

Notary Public

My commission expires: _____