



250 W. First Street, Prosper, TX 75078  
Phone 972-346-3502



## Change of Contractor Form

A \$10 reprint fee for an updated permit will be required.

**All fees initially paid will remain with the permit. No refunds will be processed to any parties listed below.**

Permit Number: \_\_\_\_\_ Date: \_\_\_\_\_

Project Name: \_\_\_\_\_

Address of Project: \_\_\_\_\_

*This handout is for informational purposes only and should not be relied on in place of official regulations and/or policies. The Town of Prosper makes no representations, guarantees, or warranties as to the accuracy, completeness, currency, or suitability of the information provided via this handout. Customers and citizens are personally responsible for complying with all local, state, and federal laws pertaining to projects within the Town.*

### CURRENT CONTRACTOR ON PROJECT

Company Name: \_\_\_\_\_

General     Mechanical     Electrical     Plumbing     Sign     Other: \_\_\_\_\_

### NEW CONTRACTOR ON PROJECT

Company Name: \_\_\_\_\_

General     Mechanical     Electrical     Plumbing     Sign     Other: \_\_\_\_\_

**NEW CONTRACTOR ON PROJECT: I, as the new contractor, agree to assume responsibility of the above-mentioned project and any future fees associated with the permit noted above. I will also complete all associated work and obtain all required inspections.**

Authorized Representative for New Contractor:

Name: \_\_\_\_\_ Signature: \_\_\_\_\_

If required drawings are copyrighted and are not approved to be released to the new contractor, additional plans will be required to be submitted for review to continue the project. Construction is not authorized to continue until approved plans are on site.

**GENERAL CONTRACTOR ON PROJECT: I, as responsible General Contractor of the address listed above, agree upon the change of Sub-Contractors on this project/permit.**

Name: \_\_\_\_\_ Signature: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

**OWNER OF THE PROJECT: I, as owner/tenant of the address listed above, agree upon the change of General Contractors on this project/permit.**

Name: \_\_\_\_\_ Signature: \_\_\_\_\_

Address: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_