



SUBCONTRACTOR CONFIRMATION LETTER

Date: _____

Town of Southern Pines Inspections Department
180 SW Broad Street
Southern Pines, NC 28387

To Whom It May Concern:

This letter will serve to authorize that _____(contractor) or the contractor's authorized representative be allowed to sign the building permit for any work we will be doing for them that lists our company as a subcontractor for any projects which _____(contractor) is applying for and purchasing the building permit on which our company is listed as a subcontractor through the following date: _____.

Date: _____
_____ Subcontractor's Signature

Name of Company: _____

Mailing Address: _____

Phone: _____

NC License #: _____

***Signature must be notarized if not signed in the Building Permits & Inspections office.**

Subscribed and sworn to before me this ____ day of _____, _____.

Notary Public

My commission expires: _____

COMMUNITY DEVELOPMENT DEPARTMENT
TOWN OF SOUTHERN PINES
180 SW BROAD STREET, SOUTHERN PINES, NORTH CAROLINA 28387
(910) 692-4003
www.southernpines.net