

COUNTY OF TEHAMA DEPARTMENT OF BUILDING & SAFETY

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OWNER-BUILDER INFORMATION

Dear Property Owner:

An application for a building permit has been submitted in your name listing yourself as the builder of the property improvements specified.

For your protection you should be aware that as "owner-builder" you are the responsible party of record on such a permit. Building permits are not required to be signed by the property owners unless they are personally performing their own work. If your work is being performed by someone other than yourself, you may protect yourself from possible liability if that person applies for the proper permit in his or her name.

Contractors are required by law to be licensed and bonded by the State of California. They are also required by law to put their license number on all permits for which they apply.

If you plan to do your own work, with the exception of various trades that you plan to subcontract, you should be aware of the following information for your benefit and protection.

If you employ or otherwise engage any persons other than your immediate family, and the work (including materials and other costs) is \$600 or more for the entire project, and such persons are not licensed as contractor or subcontractors, then you may be an employer.

If you are an employer, you must register with the state and federal government as an employer and you are subject to several obligations including state and federal income tax withholding, federal social security taxes, worker's compensation insurance, disability insurance costs, and unemployment compensation contributions.

There may be financial risks for you if do no carry out these obligations, and these risks are especially serious with respect to worker's compensation insurance.

For more specific information about your obligations under federal law, contact the Internal Revenue Service and the U.S. Small Business Administration. For more specific information about your obligations under state law, contact the Department of Benefit Payments and the Division of Industrial Accidents.

If the structure is intended for sale, property owners who are not licensed Contractors are allowed to perform their work personally or through their own employees, without a licensed contractor or subcontractor, only under limited conditions.

OWNER-BUILDER INFORMATION

A frequent practice of unlicensed persons professing to be contractors is to secure an "Owner-Builder" building permit, erroneously implying that the property owner is providing his or her own labor and material personally. Building permits are not required to be signed by property owners unless they are performing their own work personally.

Information about licensed contractors may be obtained by contacting the Contractor's State License Board in your community or at: 9821 Business Park Drive, Sacramento, CA 95827. 1-800-321-CSLB

Please complete and return the enclosed owner-builder verification form so that we can confirm that you are aware of these matters. The building permit will not be issued until the verification is returned.

CALIFORNIA HEALTH AND SAFETY CODE 19830

OWNER-BUILDER VERIFICATION

Pursuant to Section 19830 of the California Health and Safety Code, the following "Owner-Builder Verification" must be completed by the owner and returned to this Department prior to permit issuance.

ATTENTION PROPERTY OWNER:

An "owner-builder" building permit has been applied for in your name.

Please complete and return this information in the envelope provided at your earliest opportunity to avoid unnecessary delay in processing and issuing your building permit. No building permit will be issued until this verification is received.

1. I personally plan to provide the major labor and materials for construction of the proposed property improvement: YES NO
2. I have signed an application for a building permit for the proposed work: YES NO

PLEASE CHOOSE ONE OF THE FOLLOWING:

- I have contracted with the following person (firm) to provide the proposed construction:

NAME: _____

ADDRESS: _____

CITY: _____ PHONE: _____

CONTRACTOR'S LICENSE: _____

- I plan to provide portions of the work, but I have hired the following person to coordinate, supervise, and provide the major work:

NAME: _____

ADDRESS: _____

CITY: _____ PHONE: _____

CONTRACTOR'S LICENSE: _____

- I will provide some of the work but I have contracted (hired) the following persons to provide the work indicated:

NAME	ADDRESS	PHONE	TYPE OF WORK
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I hereby certify, under penalty of perjury of the laws of the State of California, that I have read and understand the requirements of Health and Safety Code Section 19830 and that the above is true and correct.

PROPERTY OWNER: _____

Print Name

Signature

Date