

**MUST BE TYPED ON LETTERHEAD!**

City of Lynn Haven  
Dept. of Development & Planning  
817 Ohio Avenue  
Lynn Haven, Fl. 32444

Re: Letter of Authorization

To Whom It May Concern:

I/We, (Individual's Name), representing (Corporate Name, if applicable), being the current owner(s) of the property more particularly described as follows:

[ADDRESS OF PROJECT]  
Lynn Haven, Fl. 32444

Bay Co. Parcel No: \_\_\_\_\_-\_\_\_\_\_-\_\_\_\_\_  
NAME OR TYPE OF PROJECT

do hereby designate and authorize (Individual's Name), representing (Corporate Name, if applicable), to sign on my/our behalf, as my/our agent, all documents necessary to complete the above-referenced project.

Sincerely,

Individual's name or name of corporation

By: \_\_\_\_\_  
Print Name  
Title

STATE OF \_\_\_\_\_

COUNTY OF \_\_\_\_\_

SWORN TO AND SUBSCRIBED BEFORE ME this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_,  
\_\_\_\_\_, personally appeared before me, who is personally known to me or  
who presented a \_\_\_\_\_ as identification, and he/she  
acknowledged that he/she signed the foregoing instrument, and acknowledged that he/she executed the same as  
his/her free act and deed to grant authorization to \_\_\_\_\_ for the purposes  
stated herein.

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Notary Public

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Print name

My Commission expires:

**DOCUMENTATION SUBSTANTIATING OWNERSHIP OF PROPERTY AND RESIDENT AGENT STATUS WITH CORPORATION (IF APPLICABLE) MUST BE ATTACHED TO THIS LETTER)**