

# UNLICENSED BUILDING PERMIT APPLICANT QUESTIONNAIRE

***Please answer the following questions:***

1. Do you own the land on which the home will be constructed?

YES NO

If yes, go to question #2

If no, applicant is not eligible for a permit under "owners exception"

2. Have you hired or intended to hire an individual to superintend and manage construction of this project?

YES NO

If yes, applicant is not eligible for a permit under "owner's exception"

If no, go to question #3

3. Do you intend to personally superintend and manage all aspects of the construction of this building?

YES NO

If yes, go to question #4

If no, applicant is not eligible for a permit under "owners exception"

4. Do you intend to schedule, contract, or directly pay for all phases of construction work to be done on this job?

YES NO

If yes, go to question #5

If no, applicant is not eligible for a permit under "owners exception"

5. Do you understand that you must be present for all inspections required by the NC State Building Code unless the plans were drawn and sealed by a licensed N.C architect?

YES NO

If yes, go to question #6

If no, applicant is not eligible for a permit under "owners exception"

6. Do you intend to personally occupy the building for at least 12 consecutive months following completion of construction and do you understand if you do not do so; it creates the presumption under law that you fraudulently secured the permit?

YES NO

If yes, applicant may be entitled to a permit under the "owners Exception"

If no, applicant is not eligible for a permit under "owner's exception"

CC /// COPY TO BE SENT TO NCLBGC FOR APPROVAL

\_\_\_\_\_  
Applicants Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Notary Public

\_\_\_\_\_  
My commission expires

OFFICIAL SEAL

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

\_\_\_\_\_ Inspection Department

Parcel Identification Number and address where the building is to be constructed: PIN \_\_\_\_\_

Address \_\_\_\_\_

Type of construction:  Residential     Commercial     Industrial     Other

Intended use after completion (e.g. Personal residence): \_\_\_\_\_

Building permit number associated with this application: \_\_\_\_\_

I, \_\_\_\_\_ (\_\_\_\_\_) \_\_\_\_\_  
(Print Full Name) (Phone Number)

hereby claim exemption from licensure under G.S. 87-1(b)(2) by **initialing** the relevant provision in paragraph 1 and **initialing** paragraphs 2-5 below attesting to the following:

- 1. \_\_\_\_\_ I certify I am the owner of the property set forth above on which a building is to be constructed or altered and for which application for a building permit is hereby made;  
OR  
\_\_\_\_\_ I am legally authorized to act on behalf of the firm or corporation that is constructing or altering this building on the property owned by the firm or corporation as set forth above:

\_\_\_\_\_  
(Name of Firm or Corporation)

- 2. \_\_\_\_\_ I will personally superintend and manage all aspects of the construction or alteration of the building and that duty will not be delegated to any person not duly licensed under the terms of Article 1, Chapter 87 of the General Statutes of North Carolina.
- 3. \_\_\_\_\_ I will be on site regularly during construction and I will be personally present for all inspections required by the North Carolina State Building Code, unless the plans for the construction or alteration of the building were drawn and sealed by an architect licensed pursuant to Chapter 83A of the General Statutes of North Carolina.
- 4. \_\_\_\_\_ I understand that by executing this licensing exemption AFFIDAVIT pursuant to G.S. 87-1(b)(2), I am required by law to occupy the building for which the licensing exemption is granted for twelve months after completion, during which time it may not be offered for rent, lease or sale.
- 5. \_\_\_\_\_ I understand a copy of this AFFIDAVIT will be transmitted to the North Carolina Licensing Board for General Contractors for verification I am validly entitled to claim an exemption under G.S. 87-1(b)(2) for the building construction or alteration specified herein. I further understand if the North Carolina Licensing Board for General Contractors determines I am not entitled to claim this exemption the building permit issued for the construction or alteration specified herein shall be revoked pursuant to G.S. 153A-362 or G.S. 160A-422.

\_\_\_\_\_  
(Signature of Affiant) (Date)

Sworn or affirmed and subscribed before me this the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_

\_\_\_\_\_  
(Signature of Notary Public)

(Notary Stamp or Seal)

\_\_\_\_\_  
(Printed Name of Notary Public)

(NOTE: It is a class F felony to willfully commit perjury in any affidavit taken pursuant to NC G.S. 14-209)