



SOUTHLAKE
PLANNING & DEVELOPMENT
SERVICES

**GENERAL CONTRACTOR and SUBCONTRACTOR
CHANGE REQUEST**

Project Address: _____ Permit Number: _____

General Contractor: _____ Phone: _____

GC Signature: _____ Print Name: _____

**** NEW CONTRACTOR MUST BE CURRENTLY REGISTERED WITH THE CITY****

Current Sub-contractor: _____

New Sub-contractor: _____

Effective Date: _____ License # _____ Phone #: _____

**** NEW CONTRACTOR MUST BE CURRENTLY REGISTERED WITH THE CITY****

Current Sub-contractor: _____

New Sub-contractor: _____

Effective Date: _____ License # _____ Phone #: _____

**** NEW CONTRACTOR MUST BE CURRENTLY REGISTERED WITH THE CITY****

Current General Contractor: _____ Signature: _____

New General Contractor: _____ Signature: _____

Reason: _____ Effective Date: _____ Phone: _____

*****Additional documentation maybe required to change the General Contractor**

STATUS OF JOB AT TIME OF CHANGE(for GC change only): _____

Date: _____

Homeowner (Change of General)

(Print Name)

POST NEW PERMIT CARD

BUILDING INSPECTIONS
1400 Main St., Ste. 250 – Southlake, Texas 76092
(817) 748-8237 or 8236 – FAX (817) 748-8241
E-mail: permittechs@ci.southlake.us.tx

