

# Owner Occupant Sign-Off

Columbus/Bartholomew County  
Department of Technical Code Enforcement  
440 Third Street Room 302, Columbus, Indiana 47201  
Office 812-379-1535; Fax 812-379-1765

Received by: \_\_\_\_\_

Date Received: \_\_\_\_\_

License Current: yes no

Permit #: \_\_\_\_\_

I, \_\_\_\_\_, as **Owner and Occupant** of  
\_\_\_\_\_ Print Name  
\_\_\_\_\_, will be performing  
(Address of project)  
the following work:

- \_\_\_\_\_ Building/Framing
- \_\_\_\_\_ Mechanical/Heat and Air
- \_\_\_\_\_ Electrical (wiring or service change/upgrade)
- \_\_\_\_\_ Plumbing (new water or drain lines, additional fixtures)

and as such I accept responsibility for performing all work in accordance with all applicable codes including the Indiana Residential Code, Indiana Electric Code, Indiana Plumbing Code, and Indiana Mechanical Code; Bartholomew County Codes; City of Columbus Codes; and any other applicable codes or regulations.

- ✓ ***I understand that it is my responsibility to know and understand all codes applicable to the work I wish to perform.***
- ✓ *I, also, understand that all work must be performed in a good and workmanlike manner consistent with accepted trade standards and practices.*
- ✓ A request for any inspection, footer, under slab, rough, final, etc., infers that I have completed all work necessary for the requested inspection. If it is determined that I have not completed the work necessary for the inspection or have failed to request and have done, a required inspection, I may be assessed substantial fines.

I attest that I will not employ or pay anyone for the work I have stated I will be performing. I will complete the work myself. If I hire someone to perform any of the work I have stated I am doing, I agree to notify the Department of Technical Code Enforcement; and have the person I am hiring submit the proper paper work and Sign-off sheets to the Department of Technical Code Enforcement.

I, \_\_\_\_\_, attest, under penalty of perjury that all information herein submitted is true to the best of my knowledge.

\_\_\_\_\_  
Owner's original signature

\_\_\_\_\_  
Date