

# Letter of Notification to Contractor for Termination from Collier County Building Permit

This letter is to inform you, \_\_\_\_\_, the Contractor, that you are being terminated from the Collier County Permit Number, \_\_\_\_\_ associated with the structure located at \_\_\_\_\_, as of (termination date).

The reason for this termination is due to:

\_\_\_\_\_  
 \_\_\_\_\_

## Notarized Signature

Signature of Property Owner: \_\_\_\_\_

Printed Name of Property Owner: \_\_\_\_\_

State of \_\_\_\_\_ County of \_\_\_\_\_

The foregoing instrument was acknowledged before me by means of  physical presence or  online notarization this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, by (printed name of owner or qualifier) \_\_\_\_\_

Such person(s) Notary Public must check applicable box:

- Are personally known to me
- Has produced a current drivers license \_\_\_\_\_
- Has produced \_\_\_\_\_ as identification.

Must Comply with Notarial Law

Notary Seal

Notary Signature: \_\_\_\_\_

## To be completed after mailing to the Contractor or Owner-Builder

*(This information must be provided to Collier County as proof of notification)*

Certified Mail Receipt/Tracking Number: \_\_\_\_\_



Email completed form to: [cancellation@colliercountyfl.gov](mailto:cancellation@colliercountyfl.gov)