

DEPARTMENT OF COMMERCE  
Division of Occupational and  
Professional Licensing  
Bureau of Investigation  
[doplttech@utah.gov](mailto:doplttech@utah.gov)  
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PO Box 146741  
Salt Lake City UT 84114-6741



OWNER/BUILDER CERTIFICATION  
and  
AGREEMENT TO COMPLY WITH THE  
CONSTRUCTION TRADES LICENSING ACT

- New Residential Construction**  
 **Remodel or Addition by Owner**

**Description of Remodel or Addition** \_\_\_\_\_

Name of Owner/Builder: \_\_\_\_\_  
Current Address: \_\_\_\_\_  
City, State, Zip: \_\_\_\_\_

LOCATION OF CONSTRUCTION SITE:

Address: \_\_\_\_\_  
City, State Zip: \_\_\_\_\_  
Subdivision: \_\_\_\_\_ Lot No. \_\_\_\_\_

**CERTIFICATION**

I, \_\_\_\_\_, certify under penalty of perjury that the following statements are true and correct and are based upon my understanding of the Utah Construction Trades Licensing Act:

1. **For New Residential Construction Only.** I am the sole owner of the property and construction project at the above described location; the project described is the only residential structure I have built this year; I have not built more than three residential structures in the past five years.
2. **For New Residential and Remodel Construction:**  
The improvements being placed on the property are intended to be used and will be used for my personal, non-commercial, non-public use:
3. I understand that work performed on the project must be performed by the following:
  - a. myself as the sole owner of the property; or
  - b. a licensed contractor; or
  - c. my employee(s) on whom I have Workers Compensation Insurance coverage, on whom I withhold and pay all required payroll taxes, and with respect to whom I comply with all other applicable employee/employer laws; or
  - d. any other person working under my supervision as Owner/Builder to whom no compensation or only token compensation is paid; and
4. I understand that if I retain the services of an unlicensed contractor or compensate an unlicensed person, other than token compensation, or other than as an employee for wages, to perform construction services for which licensure is required, I may be guilty of a Class A Misdemeanor and may be additionally subject to an administrative fine in the maximum of \$2,000.00 for each day on which I violate the Utah Construction Trades Licensing Act.

**I declare under criminal penalty under the law of Utah that the foregoing is true and correct.**

Dated this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_

\_\_\_\_\_  
Signature of Owner/Builder

## Beaver County Building Department

### INSPECTION NOTICE

**It is the responsibility of the permit holder or contactor to contact the Beaver County Building Department for all required inspections, which are listed as follows: IRC R09.3**

- Interior/Exterior and/or Spot Footings, with steel in place and prior to pouring
- Foundations, with steel in place and prior to pouring
- Underground Electrical & Plumbing
- Framing
- Rough Plumbing
- Rough Electrical
- Rough Mechanical
- Insulation
- Weather Resistive Barrier & Flashing (Sec. 1403.2-1405.3)
- Drywall/Firewall
- Shower Pan
- Exterior: Siding, Brick or Stucco
- Gas Piping
- Electrical Service Panel
- Final

This list may not be conclusive and may vary depending on the scope of the project. If you have any questions, please contact the Beaver County Building Department at (435) 438-6483.

Please note that the International Residential Code Section R110.1 states,

**“No building or structure shall be used or occupied, and no change in the existing occupancy classification...shall be made until the building official has issued a certificate of occupancy...”**

**A certificate of occupancy will not be issued without all required inspections having been completed and approved.**

**Criminal charges may be filed for violation of this ordinance.**

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Signature

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