

Authorization Letter for Building Code Compliance License Transfer

Date: [Insert Date]

[Your Name]

[Your Address]

[City, State, Zip Code]

[Email Address]

[Phone Number]

[Recipient Name]

[Recipient Title]

[Company/Organization Name]

[Company Address]

[City, State, Zip Code]

Dear [Recipient Name],

I, [Your Name], hereby authorize the transfer of my building code compliance license [License Number] to [New License Holder's Name] effective from [Transfer Date].

This authorization allows [New License Holder's Name] to operate under my license and comply with all regulations associated with the building code compliance in [Location/Area].

Should you require any further information or documentation regarding this transfer, please feel free to contact me at the phone number or email provided above.

Thank you for your assistance in this matter.

Sincerely,

[Your Signature]

[Your Printed Name]

[Your Title, if applicable]