



City of Charles Town

Department of Community Development
Division of Building Inspection and Code Compliance

101 East Washington Street, P.O. Box 14, Charles Town, WV 25414
Phone: (304) 724-3248 ♦ Fax: (304) 725-1014 ♦ Web: www.charlestownwv.us

OWNER AFFIDAVIT

I, _____, hereby authorize _____
(Owner Name- Print) (Applicant Name)

to act as my agent in regards to obtaining necessary permits required to construct

_____ on my property known as _____
(Type of Structure) (Physical Address)

in Charles Town, West Virginia.

Owner's Signature:

Date:
