

# BERNALILLO COUNTY

Planning & Development Services  
415 Silver Ave SW 2nd Floor  
Albuquerque, NM 87102  
(505) 314-0350 Fax: (505) 314-0480  
www.bernco.gov



## PERMITTING CENTER

### AGENT RUNNER AUTHORIZATION FORM

This form is used to allow persons other than the qualifying party on a contractor license to act on behalf of the contractor for a proposed permit and/or request

_____		COMPANY NAME	
_____	NAME OF QUALIFYING PARTY	_____	NM LICENSE NUMBER
_____	ADDRESS OF COMPANY	_____	LICENSE CLASSIFICATION
_____	CITY, STATE, ZIP	_____	BERNCO. BUSINESS REGISTRATION NUMBER
_____	PHONE NUMBER	_____	ALTERNATE PHONE NUMBER

Please allow this letter to serve as authorization for the following individuals to serve on our behalf, as a duly authorized agent for the above mentioned company. And as such, the following individuals may obtain building and/or trade permits and conduct business on our behalf, including issuance of corporate checks, representation in matters of construction permits, and business associated with various departments associated with the permit process. If additional space is needed, please attach sheet on company letterhead. Please contact this office if you have any questions or comments. It is the responsibility of the Q.P. to maintain and keep this form current.

- |          |           |
|----------|-----------|
| 1. _____ | 6. _____  |
| 2. _____ | 7. _____  |
| 3. _____ | 8. _____  |
| 4. _____ | 9. _____  |
| 5. _____ | 10. _____ |

#### License Holder:

\_\_\_\_\_  
Print Full Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**State of New Mexico**  
**Bernalillo County**  
Subscribed and sworn to before me on this \_\_\_\_\_  
Day of \_\_\_\_\_, \_\_\_\_\_

#### Notary Public

\_\_\_\_\_

My commission expires \_\_\_\_\_

#### County Authorization:

\_\_\_\_\_  
Print Full Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date