



SCHOOL DISTRICT OF OKALOOSA COUNTY
Facilities Planning Department

LETTER OF AUTHORIZATION (LOA)

Buildings for Public Educational Facilities

THIS AUTHORIZATION LETTER SUPERSEDES ALL PREVIOUS LISTS ON FILE UNLESS OTHERWISE INDICATED

I, _____, license holder for _____
(Name) (DBA Name)

do certify that _____
(Name of Authorized person(s)) (Street)

(Street, City, State, Zip) (County)

is an: (circle one) **Employee Partner Officer** and is authorized to acquire permits and/or call for inspections, and sign on my behalf for the Okaloosa County School District (OCSD).

* If applicable complete the statement below.

I further certify _____ is/are authorized to present bids and invoices to, and
(Name of Authorized person(s))

receive partial and/or payments from OCSD on projects awarded to _____
(DBA Name)

I, the license holder, realize that I am responsible for all permits and/or work done under my license number or any project that requires a permit done by _____
(Name of Authorized person(s))
for the Okaloosa County School District.

LICENSE HOLDER'S SIGNATURE

DATE

LICENSE #

If at anytime the person you have authorized is no longer an employee, partner, or officer, you MUST notify this department in writing of all changes.

NOTARY INFORMATION

STATE OF _____ COUNTY OF _____

The above license holder, whose name is _____

personally appeared before me and is known by me OR has produced the following identification

_____ on this _____ day of

_____ 20 ____.

NOTARY'S SIGNATURE

COMMISSION EXPIRES