



# CITY OF SOUTH BEND AND ST. JOSEPH COUNTY HISTORIC PRESERVATION COMMISSION



Sarah Andrews  
President

A Certified Local Government of the National Park Service  
[www.southbendin.gov/hpc](http://www.southbendin.gov/hpc)

Ross Van Overberghe  
Historic Preservation  
Administrator

## Certificate of Appropriateness Contractor Release Form

If you are a contractor, sales representative, or office manager for a construction company and wish to apply for a Certificate of Appropriateness (COA) on behalf of a homeowner, please complete this form and attach it to the online application for a Certificate of Appropriateness. This process ensures smooth communication between Staff, contractors, and homeowners.

I, the property owner(s), grant the below-mentioned contractor or company permission to submit this application for a Certificate of Appropriateness on my behalf. I certify that I understand and am aware of all the proposed works included on this application.

### Property Address for Proposed Work

Street Number

Street Name

City

Zip Code

### Primary Property Owner(s)

Name

Phone #

Primary E-mail

Address (if different than above)

Signature

Date

### Contractor Applying for COA

Company

Name

Phone #

E-mail

Signature

Date