



City of Melvindale

BUILDING DEPARTMENT

3100 Oakwood Boulevard • Melvindale, Michigan 48122
(313) 429-1060 • Fax (313) 383-3993 • www.melvindale.org

Contractor Limited Power of Attorney

If you as the Licensee are unable to personally come into The City of Melvindale Building Department to register, or pull permits, or if you wish to designate a representative whom you authorize to act on your behalf to obtain permits in your name, we require a notarized limited power of attorney form.

1. List the name(s) of the person (people) whom you are giving this limited power of attorney on your behalf on the line after the wording “do hereby appoint” and also on the line just before the wording “will sign my name, etc.”. If you do not wish to designate a representative and no one other than yourself, the license holder, will be signing applications and you wish to register by mail and pull permits by mail, you must list yourself, the license holder, on the lines described above and please note somewhere on the form that you will be the only on signing the permit application(s) and will be sending the application(s) by mail.
2. List the date you wish for this Limited Power of Attorney to expire, not to exceed the date of your current registration. You must notify the city of any changes or revocation done prior to the expiration date.
3. Sign form in the presence of a Notary Public and have the form notarized. A Notary Public is available at the City of Melvindale. Please call ahead to ensure they are on duty. Out of state Notaries require a notary seal.
4. A Limited Power of Attorney form authorizes the person (people) you designate to have said power to do anything you may do. They will sign your name and then their name as attorney in fact. This binds you as any contract does and you will be held responsible. Careful consideration should go into the decision to grant any Power Of Attorney. You may wish to consult an attorney prior to executing said document.



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Limited Power Of Attorney

To Whom it may concern:

Please be advised that I, _____
PRINT: Name of License holder

of _____ located at the address
Business or Corporation

_____, _____, _____, _____
Street Address City State Zip Code

(_____) do hereby appoint the following individual(s):

Telephone Number

Print First Designee Name Here

Print Other Designee Name Here or write "N/A" for Not Applicable

Print Other Designee Name Here or write "N/A" for Not Applicable

Print Other Designee Name Here or write "N/A" for Not Applicable

as my attorney in fact for the explicit purpose of executing documents in my stead, specifically builders/contractors' registration with Governmental units, and executing permit applications with said Governmental units.

This Limited Power of Attorney, would be authorized for other associated documents that may be required to be executed by myself by said governmental units in connection with the registration or permit applications. The individual(s) listed above will sign my name and also sign their name as attorney-in-fact and attach a true copy of this document and it will have the same effect and standing as if I had executed the document in person. If multiple persons are listed above, only one person is required to execute the Limited Power of Attorney.

This Limited Power of Attorney expires on: ____/____/____. If the Limited Power of Attorney is revoked or modified prior to the expiration date, the grantor agrees to immediately notify, in writing, all entities given this Limited Power of Attorney of said revocation or modification, without said notice the Limited Power of Attorney will continue until expiration date.

X _____
Signature of Licensee

Date

Statement of Notary:

_____ County, Michigan

On this ____ day of _____, 20____,

_____, known
to me, personally appeared before me and signed and executed this
document of his/her own free will.

My commission expires: ____/____/20____

X _____
Notary Signature

_____ County, Michigan

Printed