UTAH DEPARTMENT OF COMMERCE
Division of Professional Licensing

Bureau of Investigations
160 E 300 S
PO Box 146741
Salt Lake City UT 84114-6741
Email to: mailto:dopltech@utah.gov
or Fax to 801-530-6301

OWNER / BUILDER CERTIFICATION AGREEMENT TO COMPLY WITH THE CONSTRUCTION TRADES LICENSING ACT

☐ **New Residential Construction** ☐ **Remodel or Addition by Owner**

Name of Owner / Builder: _____

Current Address: _____
Street Address / PO Box *City* *State / Zip*

LOCATION OF CONSTRUCTION SITE:

Address: _____
Street Address / PO Box *City* *State / Zip*

Subdivision: _____ Lot Number: _____

CERTIFICATION

I, _____, certify under penalty of perjury that the following statements are true and correct and are based upon my understanding of the Utah Construction Trades Licensing Act:

For New Residential Construction Only: I am the sole owner of the property and construction project at the above described location; the project described is the only residential structure I have built this year; I have not built more than three residential structures in the past five years.

For New Residential and Remodel Construction: The improvements being placed on the property are intended to be used and will be used for my personal, non-commercial, non-public use and the work performed on the project must be performed by the following:

- myself as the sole owner of the property; or
- a licensed contractor; or
- my employee(s) on whom I have Workers Compensation Insurance coverage, on whom I withhold and pay all required payroll taxes, and with respect to whom I comply with all other applicable employee/employer laws; or
- any other person working under my supervision as Owner/Builder to whom no compensation or only token compensation is paid; and

I understand that if I retain the services of an unlicensed contractor or compensate an unlicensed person, other than token compensation, or other than as an employee for wages, to perform construction services for which licensure is required, I may be guilty of a Class A Misdemeanor and may be additionally subject to an administrative fine in the maximum of $2,000.00 for each day on which I violate the Utah Construction Trades Licensing Act.

I declare under criminal penalty under the law of Utah that the foregoing is true and correct.

Dated this _____ day of _____ 20___ _____
Signature of Owner/Builder

File this with the City or County Building Department where the work is being performed. The City or County Building Department will forward this form to dopltech@utah.gov.