



## Community Development Division of Building

122 E. Main Street, Suite G-03  
Bedford, VA 24523  
(Phone) 540-586-7616  
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### **Owner/Builder Affidavit**

#### **Title 54.1-1111 Prerequisites to obtaining building, etc., permits - Code of Virginia**

Any person applying to the building official or any other authority of a county, city, or town in this Commonwealth, charged with the duty of issuing building or other permits for the construction of any building, highway, sewer, or structure, or any removal, grading or improvement shall furnish prior to the issuance of the permit, either (i) satisfactory proof to such code official or authority that he is duly license or certified under the terms of this chapter to carry out or superintend the same, or (ii) file a written statement, supported by affidavit, that he is not subject to licensure or certification as a contractor or subcontractor pursuant to this chapter. The applicant shall also furnish satisfactory proof that the taxes or license fees required by any county, city, or town have been paid so as to be qualified to bid upon or contract for the work for which the permit has been applied.

#### **Title 54.1-1115 Prohibited Acts - Code of Virginia**

Any person who undertakes work without (i) any valid Virginia contractor's license or certification when a license or certificate is required by this chapter or (ii) the proper class of license as defined in §54.1-1100 for the work undertaken, shall be fined an amount not to exceed \$500 per day for each day that such person is in violation, in addition to the authorized penalties for the commission of a Class 1 misdemeanor

#### **Title 54.1-1101 (Exemptions) - The provisions of this chapter shall not apply to:**

##### **(Please check the appropriate box)**

Any person who performs or supervises the construction, removal, repair or improvement of no more than one primary residence owned by him and for his own use during any 24-month period

Any person who performs or supervises the construction, removal, repair or improvement of a house upon his own real property as a bona fide gift to a member of his immediate family provided such member lives in the house. For purposes of this section, "immediate family" includes one's mother, father, son, daughter, brother, sister, grandchild, grandparent, mother-in-law and father-in-law.

Any person who performs or supervises the repair or improvement of industrial or manufacturing facilities, or a commercial or a retail building for his own use

Any person who performs or supervises the repair or improvement of residential dwelling units owner by him that are subject to the Virginia Residential Landlord and Tenant Act (§ 55.1-1200 etseq.)

**Property Address or Parcel Number:** \_\_\_\_\_

\_\_\_\_\_  
I affirm that I am the owner of the above mentioned property and that I have applied for a Building Permit. I affirm that I have read and am familiar with the prerequisite requirements for obtaining a building, etc., permit section 54.1-1111 of the Code of Virginia.

**Print Name:** \_\_\_\_\_

**Owner's Signature:** \_\_\_\_\_

Signed in Bedford County, Virginia on \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_  
In the presence of the undersigned witness.

**Witness' Signature:** \_\_\_\_\_