



**MUNICIPALITY OF ANCHORAGE
Building Safety Division**



**OWNER BUILDER ACKNOWLEDGEMENT
OF LICENSED CONTRACTOR REQUIREMENTS**

The Anchorage Administrative Code allows permits to be issued to people holding a valid contractor's license. There is an exception for a single-family dwelling unit where the owner resides, provided the owner performs all the labor on the project. In addition, electrical, plumbing, and mechanical work requires licensed subcontractors unless the owner performs all the labor.

Per House Bill 81, Sec. 08.161.12; owner shall be limited to the construction of one home, duplex, triplex, or four-plex every two years.

Subcontractors must be licensed by Municipality of Anchorage, Building Safety. A homeowner can verify that the subcontractor they want to use is licensed by contacting the licensing department at Building Safety at 343-8308 or webapps1.muni.org/contractor/licensing. The State of Alaska statutes require the licensing of contractors to ensure that they carry bonding, liability insurance, and workers compensation insurance for their employees.

By signing this form I acknowledge the previously mentioned requirements of the owner operating as the contractor. If I should hire a contractor after the permit is issued, I will work with the contractor to get the permit changed over to be in the contractor's name as soon as possible.

By signing this document, I hereby acknowledge the above requirements.

Lot: _____ Block: _____ Subdivision: _____

Owner: _____ Date: _____

STATE OF ALASKA

ANCHORAGE RECORDING DISTRICT

THIS IS TO CERTIFY that on the _____ day of _____, 20____, before me, the undersigned, a Notary Public in and for the State of Alaska, duly commissioned and sworn as such, personally appeared, _____, known by me and known to be the person described in and authorized to execute and has executed the above instrument, and who acknowledges to me that she/he signed and sealed the same in her/his official capacity, freely and voluntarily, for the uses and purposes therein mentioned.

WITNESS my hand and official seal this _____ day of _____, 20_____.

NOTARY PUBLIC in and for Alaska
My Commission Expires: _____