



City of South Pasadena

CHANGE OF CONTRACTOR

Permit Number: _____

Date: _____

Job Address: _____

Reason for Change Requested: _____

Please select one or more of the following options below:

- ☐ Change of Contractor
- ☐ Change of Sub-Contractors (Separate form for each sub-contractor)
- ☐ Change of Owner Builder

Original Contractor: Business Name: _____

License Number: _____ Phone Number: _____

Email Address: _____

New Contractor: Business Name: _____

License Number: _____ Phone Number: _____

Email Address: _____

Authorized Agent Name: _____

Authorized Agent Signature: _____

Owner: Name of Owner: _____

Phone Number: _____

Email: _____

Owner's signature: _____

A copy of the letter of notification of termination to the Original Contractor of record must be submitted to the City of South Pasadena.