



Shasta County

DEPARTMENT OF RESOURCE MANAGEMENT
1855 Placer Street, Redding, CA 96001

Richard W. Simon, AICP
Director
Dale J. Fletcher, CBO
Building Official

Dear Contractor:

Please provide a letter providing your license number and the names of the persons authorized to submit, sign, and/or pick up permits under the license number.

This information will be kept on file in the Building Division. When the information changes, please provide the Building Division with the updated information.

The following format may be used as a guide, or you may simply complete the section below and return it to the Building Division.

License Number _____ Company _____

Authorized Persons:

Signature of Licensee

Date

Printed Name & Title

Suite 101
AIR QUALITY MANAGEMENT DISTRICT
(530) 225-5674
(530) 225-5237

Suite 102
BUILDING DIVISION
(530) 225-5761
FAX (530) 245-6468

Suite 103
PLANNING DIVISION
(530) 225-5532
FAX (530) 245-6468

Suite 201
ENVIRONMENTAL HEALTH
(530) 225-5787
FAX (530) 225-5413

Suite 200
ADMINISTRATION & COMMUNITY EDUCATION
(530) 225-5789
FAX (530) 225-5807