

Date:

RE:

List Project Name

To whom it may concern:

List Applicant  
Name / Financially  
Responsible Party

This letter provides permission to \_\_\_\_\_  
to seek and obtain plan approval to perform grading and/or sitework associated with the above  
referenced project. By signing below, the undersigned parties agree to the following:

BRIEF  
DESCRIPTION OF  
LOCATION AND  
EXTENT OF  
WORK BEING  
CONDUCTED.  
*This section should  
reference  
Mecklenburg  
County Parcel  
Identification  
Number and  
address, number of  
acres, and purpose  
of work*

& ADDITIONAL  
INFORMATION,  
AS NEEDED

\_\_\_\_\_  
Signature of property owner or authorized representative

\_\_\_\_\_  
Printed name of property owner, company, group, corporation or individual, and authorized representative

\_\_\_\_\_  
Mailing address of owner or party represented above