

Owner Builder Authorization Sub-trade and Occupancy Information



To be completed by the owner builder and returned to:

Licensing Department
Homeowner Protection Office
Branch of BC Housing
650-4789 Kingsway
Burnaby BC V5H 0A3

Or fax to: 1-877-476-6657

When your new home is complete, you must supply the HPO with a list of the tradespersons used in the construction of your new home.

Sub-trades for the home located at: _____

Occupancy permit was issued on: _____ day of _____, _____
date month year

If no occupancy permit has been issued, the _____ day of _____, _____
 date the home was first occupied was: date month year

SUB-CONTRACTORS/SUPPLIERS

List of sub-contractors and suppliers who contributed to the construction of the proposed new home.

Trade Sub-Contractor	Company Name Address and Phone	WCB Registration Number	Contact Name (First Last)
House Design			
Engineering			
Soil Remediation			
Excavation			
Foundation			

Trade Sub-Contractor	Company Name Address and Phone	WCB Registration Number	Contact Name (First Last)
Sewer/Septic			
Framing			
Cladding			
Roofing			
Windows/ Doors			
Electrical			
Plumbing			
Insulation			
Interior Wall Finish			
Flooring			
Heating/AC			
Other (specify)			

Dated this the _____ day of _____, _____
date month year

_____ **Owner Builder Signature**