



DEVELOPMENT SERVICES
DEPARTMENT

Self-Certification Program
Hold Harmless
Sample Letter

This letter must be printed on property owner's letterhead.

DATE: _____

City of Leeds
Development Services Department
1400 9th Street
Leeds, AL 35094

Re:
Project Name

Project Address

Building Owner's Name

Dear Building Official:

In consideration of the issuance of a construction permit under the Self-Certification Program for the project address identified above, I, _____ (insert owner's name), hereby agree to protect, defend, indemnify, and hold the City of Leeds, Development Services Department, and their officers, representatives, managers and employees harmless against any and all claims, demands, awards, suits, judgment, liabilities, losses or damages arising out of, or being in any way connected with the design, construction and/or code compliance review for the above referenced project.

The obligation should not be construed to negate, waive or otherwise reduce any other right or obligation of indemnity that may exist in the favor of the City of Leeds.

It is further understood and agreed that if the construction of the project is contrary to, or does not meet the standard of the City of Leeds Building Construction Codes, or the permit to be issued pursuant to this Letter, I, as the owner shall, at my own expense, remove or modify any and all components that do not conform.

Sincerely,

Building Owner's Signature

HOLD HARMLESS CERTIFICATION

I, _____, being the person referred to as the owner identified below, do solemnly swear that the statements made herein are strictly true and correct and made in good faith.

Signature of Owner/Project Supervisor

STATE OF ALABAMA
COUNTY OF

_____ s.s. _____ 20_____. Then personally appear the above named _____ and made an oath that the above statement is true.

Before me,

Notary Public