



DEVELOPMENT SERVICES

Memorandum

To: OWNER
From: TUPELO BUILDING DEPARTMENT
CC:
Date:
Re: HOMEOWNER EXEMPTION

ADDRESS:

As a property owner you have the right to apply for a permit to construct a single family home and you have the right to apply for a permit for additions and improvement for your single family home. Permits for a new single family home are issued for the assumption that you the property owner will live in that home. City law states that you must have a City of Tupelo Privilege License if you build a single family residence with the intent to sell or lease the property.

When you obtain your own permit to construct, you become your own "general contractor" and become personally responsible for the coordination of all phases of the construction, workmanship and materials on the site. You are also personally responsible for withholding employment taxes and providing workers compensation coverage if your subcontractors have more than 5 workers and do not personally provide that for them. You are also held liable if work causes damage to your neighbor's property.

Another responsibility you have as your own "GC" is being certain that all subcontract work for plumbing, electrical, mechanical and

gas is done by contractors who are licensed and bonded to perform work in Tupelo.

The City of Tupelo makes these inspection to insure that all work conforms to the 2018 ICC Residential Building Code, and 2014 NEC Building code and local laws.

If you have any questions please call 662/841-6510.

Penny Jolly

Plan Reviewer

I, _____, do hereby certify that I have read the above and that the single family residence that I am construction at

, lot number _____, is being constructed for my own personal residence and not with the intent to sell or lease the property and that I am serving as my own General Contractor.

Signature: _____

Date: _____ 20 _____

WITNESS: _____,