



RECORDS UNIT
250 Frank H. Ogawa Plaza
Oakland, CA 94612
RecordsInfo@oaklandca.gov

AUTHORIZATION TO DUPLICATE (Property Owner)

To be completed by current or original owner, if the requestor is neither current nor original owner. If the building is part of a Common Interest Development, this form may be completed by the authorized representative for the board of directors or governing body.

Select one:

- I, the current owner or authorized agent for the owner,
- I, the original owner or authorized agent for the original owner,
- I, the duly authorized representative for the board of directors or governing body of the association or entity established to manage the common interest development,

of the building or structure located at:

(property address)

(permit #)

hereby give my permission to the City of Oakland to release a duplicate copy of the official building plans on file with the City for the above address to:

(name of requestor)

Signed this _____ day of _____, 20_____.

(signature of current owner, original owner, or association's authorized representative)

(printed name of signer)

(address)

(city, state, zip code)

(telephone number)

When completed, please return this original authorization to:

City of Oakland
Planning & Building Department
ATTN: Records Unit
250 Frank H. Ogawa Plaza
2nd Floor, Suite 2328
Oakland, CA 94612