

(Must be Printed on Building Owner's Letterhead)

LETTER OF REPRESENTATION

(Date)

Mr. Zack Millbern
Permit Group Supervisor
Johnson County Wastewater
11811 S. Sunset Drive, Suite 2500
Olathe, KS 66061

RE: *{Project Name}* or {Tenant Finish Space for *{Tenant Business Name}*} at *{Address}*

As {owner} or {a duly authorized officer/employee of the owner} of the building known as *{building's project name}* at *{building address}*, I authorize *{individual(s) name other than owner's}* of *{other individual's company name}* to execute the required Sewer Connection and/or Modified Use permit on behalf of the owner.

The owner understands and acknowledges that connection fees assessed pursuant to the Johnson County Wastewater (JCW) Sewer Use Code (the Code); are assigned based on the size and use of the building as it is designed at permit issuance and when any change of use, expansion or modification to the building occurs for tenant finish, the plans must be submitted to JCW for review. Based upon that review, a Modified Use Permit may be required that could result in the assessment of additional connection fees. Upon completion of the review process, the owner remains responsible for the payment of any additional connection fees associated with the Modified Use Permit and satisfaction of any conditions contained in the permit.

The owner further understands and acknowledges that if a Modified Use Permit is not obtained and additional connection fees paid prior to the issuance of a City or County Occupancy Permit, the additional permit fees are considered delinquent and shall be assessed and collected (plus interest) in the manner provided by the Code and applicable Kansas law.

Sincerely,

{Type or Print Name of Building Owner or, if applicable, duly authorized agent/employee of Building Owner and agent/employee's title}

cc: {Individual and Company Name for person authorized to execute permit}
For Tenant Finish projects: {Tenant Business Owner's name and business name}