



County of San Diego, Planning & Development Services  
**Self-Certification Program**  
**Hold Harmless "Sample Letter TI"**  
**BUILDING DIVISION**

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

DATE: \_\_\_\_\_

County of San Diego  
Planning & Development Services – Building Division  
5510 Overland Ave, Suite 110  
San Diego, CA 92123

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 County of San Diego, Planning and 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 County of San Diego.

It is further understood and agreed that if the construction of the project is contrary to, or does not meet the standard of the County of San Diego 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

**5510 OVERLAND AVE., SUITE 110, SAN DIEGO, CA 92123 • (858) 565-5920 • (888) 336-7553**

**[HTTP://WWW.SDCPDS.ORG](http://www.sdcps.org)**