



Hays County Development Services

2171 Yarrington Rd, Suite 100, Kyle Texas 78640

(P) 512-393-2150 (Web) www.hayscountytexas.com

MyGovernmentOnline (MGO) Contact Addition / Removal

Please complete the form in its entirety to add and/or remove a contact from a specific project. For adding multiple companies or individuals, a form must be filled out for each. Separate forms are also required for adding and/or removing contacts from multiple projects. All forms must be completed and signed by the Owner or Applicant (authorized agent of the owner) listed on the project's Application. Incomplete forms will not be accepted.

Project Number: _____ Project Name: _____

Requestor Information: (Owner / Applicant requesting the contact change)

First Name: _____ Last Name: _____

Primary Email: _____

Secondary Email: _____

Primary Phone: _____ Secondary Phone: _____

Contact Addition: (Contact being added to Application)

Business Name: _____

First Name: _____ Last Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Website: _____

Primary Email: _____

Secondary Email: _____

Primary Phone: _____ Secondary Phone: _____

Contact Type: _____

☐ Builder / Developer ☐ Contractor / Engineer ☐ Designated Contact ☐ Designer

☐ Installer ☐ Surveyor ☐ Maintenance Provider ☐ Site Evaluator

☐ Other: _____

Contact Removal: (Contact being removed from Application)

Business Name: _____

First Name: _____ Last Name: _____

Address: _____

City: _____ State: _____ Zip: _____

Website: _____

Primary Email: _____

Secondary Email: _____

Primary Phone: _____ Secondary Phone: _____

I certify that all information provided herein is true and correct to the best of my knowledge. As the Owner of the subject property and/or Applicant (authorized agent), I give permission to update the contact information on the Application as represented above.

Signature

Date

PLEASE RETURN COMPLETED FORMS TO PERMITS@CO.HAYS.TX.US