



HORRY COUNTY, SOUTH CAROLINA, PLANNING DEPARTMENT  
1301 2<sup>ND</sup> AVENUE, CONWAY, SC 29526  
(843) 915 – 5340

**LETTER OF AGENCY**

To: The Horry County Planning Commission  
Re: PIN/TMS Number(s): \_\_\_\_\_  
Property Address: \_\_\_\_\_  
Property Location: \_\_\_\_\_  
Property Owner (s): \_\_\_\_\_  
(Please Print Full Name)

In connection with the referenced property, I hereby appoint the person shown below as my agent for the purpose of filing such application for project approval as they shall deem necessary and proper.

Authorized Agent: \_\_\_\_\_  
(Please Print Full Name)

Reason For Agency: \_\_\_\_\_

Business License #: \_\_\_\_\_

Agent's Address: \_\_\_\_\_

Agent's Telephone Number: \_\_\_\_\_

\_\_\_\_\_  
Witness

\_\_\_\_\_  
Property Owner (Please print full name)

\_\_\_\_\_  
Title

\_\_\_\_\_  
Signature of property owner

\_\_\_\_\_  
Date

**If there is a land sales contract, please supply us with a copy.  
Letter of agency submitted must be original. No copies accepted.**