



PERMIT CANCELLATION AND REQUEST FOR REFUND

2001 California Building Code 107.6 – Fee Refunds:

1. The building official may authorize the refunding of any fee paid hereunder which was erroneously paid or collected.
2. The building official may authorize refunding of not more than 80 percent of the permit fee paid when no work has been done under a permit issued in accordance with this code.
3. The building official may authorize refunding of not more than 80 percent of the plan review fee paid when an application for a permit for which a plan review fee has been paid is withdrawn or cancelled before any plan reviewing is done.
4. The building official shall not authorize the refunding of any fee paid except upon written application filed by the original permittee not later than 180 days after the date of fee payment.

All Fields Required

I, _____, owner/contractor hereby authorize the building permit or application for the following project. I am also requesting a refund under the California Building Code.

Owner(s): _____

The check will be payable to the applicant listed on the permit. If the check should be made payable to another party, a letter from the applicant approving this action must accompany your request.

Reason for Cancellation: _____

Signature

Date

Contact Information:

Name: _____

Address: _____

Phone: _____

Office Use Only

Approved By: _____

Date: _____