

DATE: _____

TO: Building Official

Please cancel the following permit number(s): _____

Reason for request:

I want the refund placed on my account: Yes _____ No _____

I want a refund check mailed to me: Yes _____ No _____ **(If yes, need mailing address)**

My mailing address is: _____

SIGNATURE

PRINT NAME

STAFF: Please attach the permit to this request and send to Tina Ward.