

CITY OF BURLINGTON
DEPARTMENT OF PUBLIC
WORKS

CUSTOMER SERVICE
Tel (802) 863-9094
Fax (802) 863-0466

645 Pine Street, Suite A



www.burlingtonvt.gov/dpw

INSPECTION SERVICES
DIVISION
TRADE INSPECTORS

Building (802) 865-7559
Electrical (802) 865-7561
Plumbing/Heating (802) 865-7560

Burlington, Vermont 05401

PERMIT CANCELLATION
****PERMIT FEE REIMBURSEMENT FORM**

The following information on this Permit Cancellation Form shall serve as the authentic document for canceling the permit previously requested. Canceling the permit shall mean; withdrawing the permit and without any work or part thereof from being conducted as described.

CONTRACTORS INFORMATION

(Please print clearly)

I,

(Contractors name and license number)

contractor of the permit record listed below, will not be providing services for the work described, thus, requesting to cancel the permit identified *and* requesting for the permit fee reimbursement as authorized. It is further understood that this form will be submitted for processing of fees and as a result, no money will be transferred from DPW/ISD Office; therefore, all refunds will be sent via U.S. Mail.

I have agreed to submit this application by electronic means. I understand that an electronic signature has the same legal effect and can be enforced in the same way as a written signature. By checking this box and typing my name below, I am electronically signing my application.

Signature

Date

PERMIT INFORMATION

Permit Type:

Permit Number:

Street #:

Unit #:

Street Name:

Total Amount of Fees paid:

****Refunds less than or equal to \$75.00 will not be reimbursed***REFUNDS MUST BE IN THE SAME PHYSICAL YEAR AS PERMIT WAS ISSUED.***

Reason **Required**:

: **The BLUE Customers Copy of the permit *must* accompany this form in order to be approved.**

Inspectors Signature of Approval

Date

ISD10 06/13

An Equal Opportunity Employer

This material is available in alternative formats for persons with disabilities. To request an accommodation, please call 802.863.9094 (voice) or 802.863.0450 (TTY).