CITY OF BURLINGTON
DEPARTMENT OF PUBLIC WORKS

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

645 Pine Street, Suite A

www.dpw.ci.burlington.vt.us

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.

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*****

Reason *Required*: _____

_____

_____

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

_____ _____
Inspectors Signature of Approval Date

ISD10 07/10

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