

# Permit Extension Request

Request for extension on:  Building Permit  Plan Review

Name: \_\_\_\_\_

Permit #: \_\_\_\_\_ File #: \_\_\_\_\_

Job Address: \_\_\_\_\_

I am requesting an extension on the above building permit due to the following:  
*(Must give reason)*

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

I would like to extend my permit for: 90 days - 180 days - 2 years – *(circle one)*

A fee is charged for extensions and is due at time of request.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_ Phone: \_\_\_\_\_

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## BUILDING DEPARTMENT USE ONLY

Prepared by \_\_\_\_\_ Date of Last Insp. \_\_\_\_\_

Original Expiration Date: \_\_\_\_\_ Type of Last Insp. \_\_\_\_\_

Approved \_\_\_\_\_ New Expiration Date: \_\_\_\_\_

Denied: \_\_\_\_\_ Updated in Tidemark: \_\_\_\_\_

Reason: \_\_\_\_\_

Needs Duplicate Permit Card?  Yes  No Date Customer Notified: \_\_\_\_\_

