



Osceola County Building Office
 1 Courthouse Square, Suite 1400
 Kissimmee, FL 34741
 Ph: (407) 742-0200 Fax: (407) 742-0202

OSCEOLA COUNTY BUILDING OFFICE
PERMIT REFUND REQUEST

NOTICE: Refunds will not be granted on permits less than \$100.00. Refunds will not be considered unless the original permit card and approved plans are submitted with this request form. This request must be signed by both the owner and the contractor, and must be notarized. Refunds will only be considered if requested within 30 days of the issue date of the permit and provided the Building Office has made no inspections. Refund amounts are limited to 75% of the original permit fee in excess of \$100.00. **REFUNDS WILL ONLY BE ISSUED TO THE PARTY RECEIPTED FOR PAYMENT ON PERMIT.**

SECTION A. CONTRACTOR INFORMATION

The information contained in this section must be completed and signed by the contractor of record and notarized.

Contractor Name: _____ License No. _____
 Company Name: _____
 Company Address: _____

I, _____, being the contractor of record on Permit No. _____ do hereby request that a refund be processed to the authorized party for the above referenced permit.

 Witness

 Contractor Signature

 Witness

 Contractor Name (typed or printed)

STATE OF FLORIDA
 COUNTY OF OSCEOLA

The foregoing instrument was acknowledged before me this _____ (date) by _____, who is personally known to me or who has produced

(Name of person acknowledged)

_____ as identification.

(Type of identification)

Sworn to and subscribed before me this
 Day of _____, 20____.

 (Signature of Notary Public-State of Florida)

 (Print or type name of Notary Public)

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SECTION B. OWNER INFORMATION

The information contained in this section must be completed and signed by the owner(s) of the property and notarized.

I, _____, being the owner(s) of the property on Permit No. _____, do hereby request that a refund be processed to the authorized party for the above reference permit.

Witness

Owner Signature

Witness

Owner Signature

STATE OF FLORIDA
COUNTY OF OSCEOLA

The foregoing instrument was acknowledged before me this _____ (date) by _____, who is personally known to me and who has produced _____ as identification.

Sworn to and subscribed before me this
day of _____, 20____.

(Signature of Notary Public-State of Florida)

(Print or type name of Notary Public)