



Refund Request Form - For Permit fees only

In accordance with the City of St. Petersburg fee schedule, the following pertains to refund requests: (1) Plan review fees are non-refundable

(2) Work has not commenced, and the permit is less than 6 months old- the amount of the permit fee paid minus \$75.00

(3) Work has commenced, inspections have been done or the permit is over 6 months old – No refund

Email refund request to Permits@stpete.org or submit in person in the Permitting Office

Applicant Name:	
Applicant Signature:	
Applicant Phone #	e-mail:
Permit #:	
Property Address:	

Refund to be issued to:

Name:	Phone #:	
Mailing Address:		
City:	State:	Zip Code:

Reason for refund:

- Applicant cancelled permit
- Duplicate permit- duplicate # _____
- Fee charged in error explain: _____
- Other: _____

Office Use Only	
Approved by _____	Date _____
Application Fees paid _____	
- Plan review _____	
-\$75 admin fee _____	
<input type="checkbox"/> Refund Approved for \$ _____	
<input type="checkbox"/> Refund Denied /comments _____	