



PERMIT REFUND REQUEST

| | |
|-------------------|-------------------------------|
| Date | Permit/Process Number |
| Property Owner | Job Address |
| Mailing Address | Apartment/Unit Number |
| Telephone Number | E-Mail Address |
| Reason for Refund | Requested Refund Amount \$ |

I am requesting a permit fee refund. I understand that the following fees are non-refundable according to the City of Homestead Fee Schedule: (1) Upfront processing fee; (2) Miami-Dade County Code Compliance fees; and (3) State of Florida fees mandated by statute.

Permit fees may be refunded subject to the following:

- (1) No refund shall be made where any work has commenced except where duplicate permits are issued for the same work, in which case a refund in accordance with (4) below may be granted to the prior issued permit holder, providing the duplicate permits were issued within ninety (90) days of each other and request for refund is received within ninety (90) days of the issuance of the latter permit.
- (2) No refunds shall be made where permit has become void as provided by paragraph 105.6 of the Florida Building Code;
- (3) No refunds shall be made on permit fees of ten dollars (\$10.00) or less.
- (4) Refunds on permits or any item thereon where fees are over ten dollars (\$10.00) will be refundable on a basis of seventy (70) percent of the balance over ten dollars (\$10.00), such refunds to be made to the closest dollar.

All refunds are payable to property owner. Property owner may provide notarized statement allowing refund to a third party.

| | | |
|-----------------|------------|------|
| Payee Signature | Print Name | Date |
|-----------------|------------|------|

| Office use only | | |
|---|----------------------|---------------------------------|
| Refund Request Approval <input type="checkbox"/> Yes <input type="checkbox"/> No | Approval/Denial Date | Amount of Refund Approved \$ |
| Building Official Signature | | |