

REFUND REQUEST



APPLICANT & PROJECT IDENTIFICATION

Applicant Name: _____

Applicant Address (street number and name): _____

Applicant Address (city, state, zip code): _____

Applicant Phone (area code, number): _____ Fax: _____

Applicant Tax ID number or Social Security number: _____
(needed to process refund check)

Development Address: (street number and name): _____

Development Address: (city, state, zip code): _____

Building Permit #: _____

REFUND

Amount of requested refund: _____

I am requesting a refund for the following reason:

- Mathematical error in calculating the SDC
- Building was not built and permit was cancelled (attach documentation from the Bureau of Development Services)

Signature

Date

Printed Name

FOR CITY USE ONLY

Refund denied for the following reason: _____

Refund approved
Refund amount \$ _____
Total refund issued \$ _____
Internal Order number - 9TR000000172
General Ledger number - 546000

APPROVALS

SDC Technician

SDC System Administrator, City of Portland

The City of Portland complies with all non-discrimination, Civil Rights laws including Civil Rights Title VI and ADA Title II. To help ensure equal access to City programs, services and activities, the City of Portland will reasonably modify policies/procedures and provide auxiliary aids/services to persons with disabilities. Call 503-823-5185, TTY 503-823-6868 or Oregon Relay Service: 711 with such requests.