

Permit Cancellation Request Form



To cancel your permit issued by the Town of Smyrna Building and Safety Department, please complete the following information and return this form to permits@townofsmyrna.org.

Name:

Phone #

Address of Project:

Permit Number:

Reason for Cancellation:

I understand that there is a \$35.00 refund processing fee, the \$20.00 technology fee is non-refundable, and permits that have received an inspection(s) are not eligible for refunds

Requesting Refund? YES NO

If yes, Payee and Mailing Address
for refund check:

Signature of Applicant:

Date:

Notary Public

Before me personally appeared _____, with whom I am personally acquainted or who proved to me on the basis of satisfactory evidence, and who, after being first duly sworn, acknowledged himself/herself and executed foregoing affidavit for the purposes therein contained. WITNESS MY HAND and seal this _____ day of _____, 20_____

My Commission Expires: _____

Notary Public (seal)