



City of Lake Oswego

Building Department

380 A Ave

PO Box 369

Lake Oswego, OR 97034

Phone: 503-635-0290 Fax: 503-697-6574

E-mail: jhollister@ci.oswego.or.us

REFUND/WITHDRAWAL OF PERMIT REQUEST FORM

In accordance with the City of Lake Oswego's Master Fee Schedule the following pertains refund requests:

Permit Refunds:

- a. Where a permit has been issued and no inspections have been completed, 80% of the permit will be refunded.
- b. There are no refunds when a permit has been issued, inspections have been performed or permit is expired.

In order to process your refund please provide the following;

- a. Copy of your permit
- b. This completed form

Date: _____ Permit #: _____

Reason for Refund Request: _____

Signature: _____

Print Name: _____

Address: _____

E-mail Address: _____

If your payment was made with a card and you would like us to credit your card, please provide the card information:

Card #:

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Exp. Date:

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PLEASE NOTE THAT IT MAY TAKE UP TO 30 DAYS TO RECEIVE REFUND