Cancellation / Refund / Renewal Request Form

Westmoreland County Land Use Administration

Requestor Name: ______________________  □ Owner □ Contractor
Address: ______________________________
Phone Number: _________________________  Email: __________________________

Project Information

Project Address: ________________________  Tax Map #: ______________________
Property Owner: ________________________  Permit Number: __________________
Job Description: ________________________

Request Information

Complete all sections that apply:

Permit Cancellation Request:

□ Change of Contractor / Owner  □ Project cancelled  □ Duplicate Permit
□ Technician Error  □ Other __________________________

Refund Request:

Original payment type: □ Check □ Cash
Payment submitted by: □ Owner □ Contractor
Reason for refund: □ Overcharge □ Change in original estimated cost of construction
□ Duplicate Permit □ Change of contractor □ Other __________________________

If refund is due please complete the following of where to mail the check:

Name: ________________________________
Address ______________________________

__________ Printed Name ____________  ___________ Signature ____________
__________ Date ____________