



CITY OF OCEANSIDE DEVELOPMENT SERVICES DEPARTMENT BUILDING PERMIT REFUND PROCESSING FORM

Fees for which services have already been provided will not be refunded. Additionally, pass-through fees to the State of California or other organizations are non-refundable. Refund must be requested within 60 days of permit issuance.

CUSTOMER/PAYEE INFORMATION			
PROJECT/PERMIT #:		REQUEST DATE:	
PROJECT/PERMIT TYPE:			
PAYEE NAME:			
PAYEE ADDRESS:			
CONTACT PERSON:		PHONE#:	
PAYMENT INFORMATION (Please use additional sheets if necessary)			
INVOICE #	FEE DATE	ITEM	REFUND AMOUNT REQUESTED
Per City Council Resolution 15-R0716-1 (12-2-2015)		REFUND PROCESSING FEE	-\$150.00
		TOTAL REQUESTED REFUND	
REASON FOR REFUND:			
INTERNAL USE ONLY			
Date Received: _____		Staff Review Comments:	

Partial Refund Approved <input type="checkbox"/>	Amount \$ _____	Full Refund Approved <input type="checkbox"/>	Amount \$ _____
Request Denied <input type="checkbox"/>			
Comments:			
Chief Building Official Signature: _____		Date: _____	

Please return completed form with original cashier receipt to:

City of Oceanside
Attn: Development Services Department
300 N. Coast Hwy
Oceanside, CA 92054

If additional information is required a City of Oceanside staff member will contact you.