



LAND MANAGEMENT DIVISION

Date Received: _____

REFUND or CANCELLATION

PUBLIC WORKS DEPARTMENT 3050 N. DELTA HWY, EUGENE OR 97404 Planning: 541-682-3577

Date: _____

I am requesting the following: REFUND CANCELLATION

If you are canceling a permit and requesting a refund, the refund will be reduced by the amount of staff time that has been expended processing that permit.

Permit # (PA/BP/SI/SP/EL): _____

Location:

Township _____ Range _____ Section _____ Taxlot _____ Site Address _____

Reason for request: _____

Person submitting the request: Land Owner Applicant Agent Staff

Contact information (person submitting the request):

Print name: _____

Mailing address: _____

Phone: _____ Email: _____

Signature: _____

Make check payable to:

Print name: _____

Mailing address: _____

Staff Use Only

Total fee paid:

Staff hours:

Amount to refund: