



### Permits

T. 628.271.2000 | 49 South Van Ness Ave. 3rd Floor, San Francisco, CA 94103

## REQUEST FOR REFUND

Please fill out necessary information below for San Francisco Public Works to issue a refund.

DATE \_\_\_\_\_

REFERENCE \_\_\_\_\_

PUBLIC WORKS PERMIT#

For Official Use Only

### SITE INFORMATION

Site Address: \_\_\_\_\_

Reason for Request: \_\_\_\_\_

### APPLICANT/AUTHORIZED AGENT INFORMATION

**IMPORTANT:** If payment was made via check, address provided below shall match return address on check. If addresses do not match, a refund will not be granted.

Company Name: \_\_\_\_\_ Applicant Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Phone: \_\_\_\_\_ E-Mail: \_\_\_\_\_

### PAYMENT INFORMATION

Credit Card	<input type="checkbox"/> Visa	<input type="checkbox"/> MasterCard	<input type="checkbox"/> AMEX	Date of Transaction: _____
Last 4 Digits of Credit Card:	Expiration Date:			_____
Copy of Clip:	<input type="checkbox"/> YES	<input type="checkbox"/> NO	Zip Code of Card: _____	

Check	Number: _____	Date of Check: _____	Check made out to: _____
Zip Code:	_____	Return Address:	_____

### FOR PUBLIC WORKS USE ONLY

APPROVED

DENIED

DRAWDOWN

Date: \_\_\_\_\_

Amount: \_\_\_\_\_

Recommended By:

Approved By:

\_\_\_\_\_  
Public Works Representative

\_\_\_\_\_  
Section Manager