



# Town of Highland Beach

Building Department • 3616 South Ocean Blvd., Highland Beach, Florida 33487  
Website: [www.highlandbeach.us](http://www.highlandbeach.us) • Phone: 561-278-4540 • Fax: 561-278-2606

## EXPIRED PERMIT RENEWAL/EXTENSION REQUEST

Renewal

Extension

Date of Request: \_\_\_\_\_ Permit Number: \_\_\_\_\_

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

Contractor: \_\_\_\_\_ License#: \_\_\_\_\_

Contractor Email: \_\_\_\_\_ Phone: \_\_\_\_\_

### EXPLANATION / REASON FOR EXTENSION REQUEST

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Signature: \_\_\_\_\_ Printed Name: \_\_\_\_\_  
Contractor

Witness my hand and seal, this \_\_\_\_\_ day of \_\_\_\_\_ 20 \_\_\_\_\_

Notary Seal

Notary Public State of Florida

My Commission Expires: \_\_\_\_\_

**Approved**

**Denied**

\_\_\_\_\_  
Building Official Signature

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

Reason (if denied): \_\_\_\_\_

Fee Paid: \_\_\_\_\_ Permit Tech: \_\_\_\_\_

\$100 failure to call for final prior to expiration, \$100 reinstatement fee PLUS State surcharges may be applicable