



NORFOLK

Development Services Center

REQUEST FOR AN EXTENSION TO A PERMIT

DATE: _____

APPLICANT INFORMATION:

Full Name: _____

Company (if applicable): _____

Contact Phone: (____) _____ - _____ or (____) _____ - _____

TO THE CODE OFFICIAL:

I request an extension to PERMIT NUMBER _____

for the property located at _____

Norfolk, Virginia.

I have been unable to finish the work due to _____

I plan on completing the job by _____.

Has a request for an extension been previously requested? Yes No

Sincerely,

Print Name: _____

Signature: _____

Office Use Only

Approved by _____ Total Fee \$ _____ Date _____

Cash _____ Check # _____ Credit _____

Remarks: _____