

Permit Cancellation Request

Date	Permit/Process Number
Contractor's Name	Contact Name
Job Address Apartment/Unit Number	Date of Inspection Requested by Applicant
Telephone Number	E-Mail Address

A Permit Cancellation Request may be submitted if no work has taken place. If work has taken place, a Change of Contractor must be submitted.

WARNING: If the work has taken place and the permit is cancelled, you will be in violation of section 109.4 of the Florida Building Code, failure to obtain a permit and will be subject to a penalty of 100 percent of the usual permit fee in addition to the required permit fees.

Reason for cancelling Permit/Process Number:

<input type="checkbox"/> Owner	<input type="checkbox"/> Qualifier
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WARNING TO OWNER: YOUR FAILURE TO RECORD A NOTICE OF COMMENCEMENT MAY RESULT IN YOUR PAYING TWICE FOR IMPROVEMENTS TO YOUR PROPERTY. A NOTICE OF COMMENCEMENT IS REQUIRED FOR ANY WORK WITH COST EXCEEDING \$5,000.00 AND MUST BE POSTED AT THE JOBSITE PRIOR TO FIRST INSPECTION.

Signature of Owner: _____ PRINT NAME: _____ STATE OF _____ COUNTY OF _____ The foregoing instrument was acknowledged before me, by means of <input type="checkbox"/> physical presence or <input type="checkbox"/> online notarization, this _____ day of _____, 20____ by _____ Signature of Notary Public _____ PRINT NAME: _____ (SEAL) Personally known _____ or Produced Identification _____	Signature of Qualifier: _____ PRINT NAME: _____ STATE OF _____ COUNTY OF _____ The foregoing instrument was acknowledged before me, by means of <input type="checkbox"/> physical presence or <input type="checkbox"/> online notarization, this _____ day of _____, 20____ by _____ Signature of Notary Public _____ PRINT NAME: _____ (SEAL) Personally known _____ or Produced Identification _____
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Submit the original signed and notarized Permit Cancellation Request Form to CSS using the Permit Application Updates (PAU) option. Log on in CSS: www.mbselfservice.com

Contact Us

In-person by appointment only: <https://wb-miamibeachfl.qmatic.cloud/qmaticwebbooking/#/>

Via Telephone: (305) 673-7610

Via E-mail (Questions Only): BuildingAdmin@miamibeachfl.gov