



APPLICATION FOR REFUND OF SCHOOL FACILITIES FEES

Due to Expiration of Building Permit Without Commencement of Construction or for
Other Documented Reason

Property Owner's Name as it Appears on Permit: _____

Fee Payer (if different from owner): _____

Project Address: _____

Assessor's Parcel Number: _____ Plan Check Number: _____

I hereby request refund of fees paid to the District for the project indicated above. The following required information and/or documents are provided or attached as evidence to support my request:

- Plan change**
- Abandoning project and/or expired permit** *(Documentation attached. Verification of permit expiration and/or abandonment of project and proof that no construction was carried out under that permit from city/county planning agency. For application under Education Code 17624 only.)*
- Project exempt** *(Application/Certification of Exemption attached. Not applicable for applications under Education Code 17624.)*
- Fee charged was inappropriate** *(explain):* _____
- Other** *(explain):* _____

Date fee was paid to District:	
Amount paid to District with check no: _____	\$
Square footage of project (as indicated on permit):	
LRP Receipt number (see copy attached):	

- I understand that the refund will not be issued until the amount of fees received by this District has been verified.
- I understand that the refund will be made payable to the person/entity who originally paid the fee.
- I further understand that any administrative costs (3%) incurred by the District to process the original payment will be deducted from any refund, as will any costs incurred by the District in making any refund under Education Code 17624.
- I certify under penalty of perjury that the information provided above and attached to this document is true and correct to the best of my knowledge and belief.

Signature: _____ Date: _____

Print Name: _____ Phone: _____

Please mail refund to:
Mailing Address: _____ City _____ State ____ Zip _____

Please call me to pick up refund personally: (_____) _____ or (_____) _____

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_____ square feet x \$ _____ per square foot	\$
Administrative portion of fee not refunded (3%)	\$
Total portion to be refunded by District	\$
Approved by: _____	Date: _____