

**REQUEST FOR REFUND OF DEPOSIT FOR
DEFERRED OFFSITE IMPROVEMENTS**

Submit this form to request a deposit refund for deferred offsite improvements. Refunds will be made within 30 calendar days after submittal of completed form.

Name of Firm, Owner or Contractor Requesting Refund:

This name should match the firm that executed the Deferral Agreement or submitted the deposit. The refund check will be to this entity.

Send Payment to:

1. Project Address:
2. Conditions of Approval No.:
3. Cashier Memo #:
4. Amount of Deposit:
5. Requested Refund:

List of Deferred Items:

By signing this document below, Firm, Owner or Contractor certifies that they are entitled to the refund and that the information above is accurate.

Contractor, Owner or Developer

Date

The offsite improvements listed above have been constructed and accepted by the City.

City Construction Management

Date

Approved for payment.

Public Works Director

Date