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