



REFUND REQUEST FORM

Note: Economic & Community Development general email,
dspermits@maricopa-az.gov

Date of Request: _____ Permit/Application No.: _____

Reason for Refund Request: _____

Requestor's Name: _____

Phone No.: _____ Email: _____

Remit To: _____

City: _____ State: _____ Zip: _____

Requester's Signature: _____

Refund Processing

A refund can only be issued to the person/firm that paid the fee or their authorized representative.

The applicant information/address provided is the name and address that the refund will be issued to.

Refund processing time will vary depending on original method of payment:

- Cash/Checks – 2 to 4 weeks
- Credit Cards – 7 to 10 business days

For City Use Only

Building Safety Refund: _____ % of _____ = _____

Planning & Zoning Refund: _____ % of _____ = _____

Engineering Refund: _____ % of _____ = _____

Fire & Safety Refund: _____ % of _____ = _____

Department Head Signature: _____

Date Sent to Finance: _____