



CITY OF HALLANDALE BEACH

BUILDING INSPECTIONS DIVISION

400 South Federal Highway

Hallandale Beach, FL 33009

Office 954-457-2220 ● Fax 954-457-1343

PERMIT/PLAN CANCELLATION REQUEST

(Only the Owner or Permit/Plan Holder may request a permit to be canceled.)

This form may be submitted to the City of Hallandale Beach, Building Inspections Division via the Online portal www.CoHB.org/HBePermitting

This is a request to cancel the following permit/plan:

Permit/Plan Number:

Job Address:

Current Contractor Information		Owner's Information	
Name:		Name:	
Phone No:		Phone No:	
Address:		Address:	
City:		City:	
State & Zip:		State & Zip:	

Reason for CANCELLING PERMIT/PLAN: (check one)

- Work was not started. (A job status verification will be scheduled.)
- Work was completed under Permit/Plan#. _____
- Property has been demolished under Permit/Plan #. _____

Other: (please specify): _____

I/We certify that the above information is a true and accurate representation of the facts. Further, I/We agree to hold the City of Hallandale Beach, its agents and authorized personnel, harmless and relieve them from any responsibility for damages or expenses, including but not limited to attorney's fees resulting from the cancellation of this permit/plan or the issuance of a new permit. It is your responsibility to notify all interested parties of this Cancel Letter. All outstanding fees must be satisfied prior to cancelation.

Contractor's Signature or _____
Owner or Agent Signature

State of _____ – County of _____

Before me, an officer duly authorized to administer oaths and take acknowledgements, ___ personally appeared ___ online notarization _____, the Owner or Agent of the above property or the contractor of record who is sworn and subscribed to before me on this _____ day of _____, 20_____, who is personally known to me or who produced _____ as identification.

Notary Signature
(Print, Type & Stamp Commissioned Name of Notary Public)

Building Division Office/Field verification: result: _____ Date: _____