



Planning and Development
Building and Safety Division

Permit Extension Request- (2nd or Subsequent)

Please Print

10-Digit Permit #: _____ - _____ Project Address: _____

Permit Issue Date: ____/____/____

Permit Expiration Date: ____/____/____

OWNER NAME as it appears on permit _____

APPLICANT NAME as it appears on permit (if different from owner) _____

Address _____

Address _____

City _____

City _____

Phone (_____) _____

Phone (_____) _____

Email: _____

Email: _____

Check off all applicable trades to be requested for extension:

- Building \$400.00
- Electrical \$57.00
- Mechanical \$57.00
- Plumbing \$57.00

2nd and Subsequent extensions REQUIRE brief answers to ALL of the following:

1) Reason for Delay: _____

2) Work yet to be completed: _____

I certify under penalty of perjury that I am the authorized agent of the owner of this property, and I request a one-year extension to complete the work in accordance with BMC Section 19.28.020

Signature of

Owner/Applicant: **X** _____ Date ____/____/____

INSTRUCTIONS: Please complete BOTH sides of form and sign, then Scan both sides and email as a PDF attachment to: BuildingandSafety@CityofBerkeley.info or Send via Fax to: 510.981.7450.

You may also Mail or Bring to: 1947 Center Street, 3rd Floor, Berkeley, CA 94704

PAYMENT DETAILS: If paying with credit card, please provide credit card information on the other side of this form. If paying by check (payable to City of Berkeley), we will notify you via phone or email to request payment once your request has been reviewed.

For Office Use Only

Approved Denied

X _____ Date ____/____/____

Supervising Building Inspector

Explanation: _____

HTE Input by: _____ Revised Expiration Date(s): Bldg ____/____/____ Elec ____/____/____ Mech ____/____/____ Plumbing ____/____/____