



Request to Extend or Reinstate Plan Check or Permit

Select one:

- Permit Application (Application in Plan Check)
 Permit (Permit Issued)

Select One:

- Inactive/Expired
 Active/Unexpired

Permit number: _____

Select One:

- Bldg Mech Plumb
 Pool Elec

Project Address: _____

Please provide substantiating justification to support extension or reinstatement request: _____

_____ (continue on reverse if necessary)

Applicant Information:

**Only current permit holder or authorized agent may submit for extension/reinstatement request.

- Property Owner Contractor Authorized Agent

Applicant Name (please print)

Applicant Address

Phone Number

Email

Applicant Signature

Date

Submit form to: buildingsafety@rpvca.gov

FOR OFFICE USE ONLY:

DATE ISSUED: _____

DATE EXPIRED: _____

APPLICATION/
PERMIT STATUS: _____

NUMBER OF EXTENSIONS PREVIOUSLY GRANTED: _____

DATE OF LAST INSPECTION: _____

Approved: Yes No New Expiration Date: _____ Fee: \$ _____

Please note: plan check can only be extended twice from the original expiration date. New plan check fees will be required if your plan check completely expires beyond the granted extension date. Active permits are granted one (6) month extension starting from the expiration date listed on the permit. Additional extensions require the Building Officials approval.

Building Division Signature:

Date:

Request to Extend or Reinstate Permit # _____
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