



City of Cincinnati  
Buildings and Inspections Department  
805 Central Avenue, Suite 500  
Cincinnati, Ohio 45202  
P: (513)352-3271 F: (513)352-2579

**REQUEST FOR WITHDRAW OR EXTENSION OF  
BUILDING PERMIT/APPLICATION**

Permit #: \_\_\_\_\_ Project Address: \_\_\_\_\_

**I am (select one only):**

- The owner of record as listed on the Hamilton County Auditor’s website
- An agent authorized to act on behalf of the owner of record

**This is to request (please check one):**

- Withdraw and inactivation of the above referenced permit/application
- Extension of the above referenced permit/application
  - o *I am aware that there is a fee associated with the extension of the permit/application*

Reason for Request: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Applicant Name \_\_\_\_\_

Applicant Signature \_\_\_\_\_ Date \_\_\_\_\_