

**Permit Renewal Form**

Date \_\_\_\_\_

Project Address \_\_\_\_\_ Permit Number \_\_\_\_\_

Contractor/Owner Name \_\_\_\_\_ License No. \_\_\_\_\_

If the project includes sub-permits, each subcontractor must authorize renewal of their permits. If applicable, please have each respective contractor sign below. Please use additional forms if necessary.

Name \_\_\_\_\_ Lic. No. \_\_\_\_\_ Signature \_\_\_\_\_

Name \_\_\_\_\_ Lic. No. \_\_\_\_\_ Signature \_\_\_\_\_

Name \_\_\_\_\_ Lic. No. \_\_\_\_\_ Signature \_\_\_\_\_

Name \_\_\_\_\_ Lic. No. \_\_\_\_\_ Signature \_\_\_\_\_

As per the City Code of Ordinances 14-2-112 and the Florida Building Code Sections 105.4 and 105.5: "every permit issued shall become invalid unless the work on the site authorized by such permit is commenced within 180 days after its issuance." Exception: Demolition permits shall become invalid 90 days after issuance. "'Work', as used herein, shall be defined as progress evidenced by at least one satisfactory inspection during any six-month period."

*Fees for renewals requested within 30 days of expiration will be charged 75% of all original fees. Fees for renewals after 30 days from expiration will be charged at 100%.*

**I understand that beginning with the second permit renewal and subsequent renewals, a \$500.00 penalty may be assessed in addition to permit fees due for renewal per Sec. 7-103. City of Pensacola Code of Ordinances.** \_\_\_\_\_ (Permit holder's initials here)

\_\_\_\_\_  
Owner or Contractor's Signature

\_\_\_\_\_  
Owner or Contractor's Name (Print or Type)

**STATE OF FLORIDA COUNTY OF \_\_\_\_\_**

Sworn to (or affirmed) and subscribed before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, by \_\_\_\_\_, who is personally known \_\_\_\_\_ or produced identification.  
Type of ID Produced \_\_\_\_\_

\_\_\_\_\_  
NOTARY'S SIGNATURE as to Owner or Agent's Signature

(Notary's Stamp)

Please remit in person or upload to the permit portal in [MGOconnect.org](https://mgoconnect.org)