



**TOWN OF SURFSIDE  
BUILDING DEPARTMENT**

9293 Harding Avenue, Surfside, FL 33154  
PH: (305) 861-4863 FAX: (305) 861-1302  
[www.townofsurfsidefl.gov](http://www.townofsurfsidefl.gov)  
Email: [buildingapp@townofsurfsidefl.gov](mailto:buildingapp@townofsurfsidefl.gov)

**Building Permit Renewal/Extension Request**

*(Do not fax or email this form. This form must be submitted in-person or via email to the Building Department)*

Date: \_\_\_\_\_

Building Permit No: \_\_\_\_\_ Job Address: \_\_\_\_\_

Property Owner/Contracting Co. (Permit Holder): \_\_\_\_\_

Phone: \_\_\_\_\_ Mobile: \_\_\_\_\_ Email: \_\_\_\_\_

License No.: \_\_\_\_\_

As per the Florida Building Code 105.3.2.1, 105.3.2.2 and 105.3.2.3 - "permits shall expire and become null and void if work, as defined in paragraph 106.10.3.5, authorized by such permit, is not commenced within 180 days of the permit issuance or if such work when commenced is suspended or abandoned for a period of 90 days." "If the work covered by the permit has not commenced, or has been suspended or abandoned, the building official may extend such permit for a single period of 180 days from the date of the expiration of the initial permit, if request for the extension is made prior to the expiration date of the initial permit." "The fee for renewal re-issuance and extension of a permit shall be set forth by the administrative authority."

\_\_\_\_\_  
*Contractor's Signature*

\_\_\_\_\_  
*Contractor's Name (Type/Print)*

STATE OF  
COUNTY OF

Sworn to (or affirmed) and subscribed before me this

\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, by

\_\_\_\_\_  
(Type / Print Property Owner or Agent Name)

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

\_\_\_\_\_  
Notary's Name (Print/Type or Stamp Notary's Name)

Personally Known \_\_\_\_\_ or Produced Identification \_\_\_\_\_

Type of Identification Produced \_\_\_\_\_

**BUILDING OFFICIAL USE ONLY:**

Renewal Fee \$ \_\_\_\_\_

Approval: \_\_\_\_\_  
*Building Official Signature*

Denial: \_\_\_\_\_  
*Building Official Signature*

\_\_\_\_\_

Date Issued: \_\_\_\_\_ Fee Paid: \_\_\_\_\_



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**STATE OF FLORIDA- COUNTY OF MIAMI DADE**

Sworn to (or affirmed) and subscribed before me by means  
of

physical presence or online notarization, this \_\_\_\_\_  
day of \_\_\_\_\_, \_\_\_\_\_(year) by \_\_\_\_\_  
(name of person making statement)

\_\_\_\_\_  
*Owner's Signature*

\_\_\_\_\_  
*Owner's Name (Type/Print)*

NOTARY Signature

\_\_\_\_\_  
Name and Title (printed) \_\_\_\_\_

(Type/Print Notary's Name)

Personally, known  or Produced Identification

Type of identification produced \_\_\_\_\_

Identification Number: \_\_\_\_\_

**Florida Statute(s) 489.103(7) and 489.503(6): A violation of this exemption is a misdemeanor of the first degree punishable by a term of imprisonment not exceeding 1 year and a \$1,000.00 fine in addition to any civil penalties. In addition, the local permitting jurisdiction shall withhold final approval, revoke the permit, or pursue any action or remedy for unlicensed activity against the owner and any person performing work that requires licensure under the permit issued.**