



**BUILDING & ZONING DIVISION  
CUSTOMER REQUEST FOR  
PERMIT EXTENSION**

**Glenn E Bliss  
City of Sarasota Building Official  
Building, Zoning and Code Compliance Divisions  
P. O. Box 1058  
Sarasota, FL 34230**

Re: \_\_\_\_\_  
*Address of property as it appears on the permit*

\_\_\_\_\_  
*Eight-digit permit number*

**Reason for requesting an extension of time: (Must be filled in)**

\_\_\_\_\_

Dear Mr. Bliss:

Please accept this letter as our request for a ninety-day extension on the permit referenced above. Please mail the extension to the address shown below.

Sincerely,

\_\_\_\_\_  
*Owner's name (please print)*

\_\_\_\_\_  
*Owner's signature*

\_\_\_\_\_  
*Date*

\_\_\_\_\_  
*Address to which the extension should be mailed*

\_\_\_\_\_  
*City, state and zip code for mailing*

\_\_\_\_\_  
*Daytime phone number*

OR

\_\_\_\_\_  
*Contractor's name (please print)*

\_\_\_\_\_  
*Contractor's signature*

\_\_\_\_\_  
*Date*

\_\_\_\_\_  
*Address to which the extension should be mailed*

\_\_\_\_\_  
*City, state and zip code for mailing*

\_\_\_\_\_  
*Daytime phone number*

ALL LETTERS OF EXTENTION MUST BE ACCOMPANIED BY A FEE OF \$75.00