



*City of Whittier*

**BUILDING & SAFETY DIVISION**

13230 Penn Street, Whittier, California 90602-1772  
(562) 567-9320 Fax (562) 567-2872

**Request to Cancel Project**

Date \_\_\_\_\_

Project Address: \_\_\_\_\_

I, \_\_\_\_\_, as legal owner of the subject property, request a  
cancellation for permit number(s) \_\_\_\_\_ issued to:

\_\_\_\_\_ (name of permit holder), whose mailing address is:

\_\_\_\_\_

I am requesting a cancellation for the following reason: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

I certify that there have been no inspections for this project, and no work has been performed.

I, the Legal Owner, agree to hold the City of Whittier Building Department, its agents and authorized personnel, harmless and relieve them from any responsibility or liability for any legal action or damage, cost or expense (including attorney's fees) resulting from the cancellation of the existing permit. If there has been a change of ownership on the property, the new owner assumes responsibility of notifying the previous owner of his or her intent to transfer the permit.

I hereby authorize the City of Whittier to cancel the permit(s) or plan review, and to dispose of all applicable plans for the project, and cancel the above referenced permit(s).

\_\_\_\_\_  
Property Owner Printed Name

\_\_\_\_\_  
Property Owner's Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Received by: Printed Name

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date