



**Permit Extension Request**

**Request Date:** \_\_\_\_\_

**Property Address Location:** \_\_\_\_\_ **Permit Number:** \_\_\_\_\_

\_\_\_\_\_ **Applicant Name:** \_\_\_\_\_

\_\_\_\_\_ **Phone/Cell:** \_\_\_\_\_

**Email:** \_\_\_\_\_

Dear **Alberta Safety Codes Authority** and \_\_\_\_\_,  
(Agency Name)

I am requesting an extension for the above property location and permit number as:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

My current expiry date is: \_\_\_\_\_ Expected Completion Date: \_\_\_\_\_

I understand that this extension covers items related to the scope of work approved under the above permit number and that the work must be completed within the given extended time frame. I also acknowledge that re-inspections and associated fees may be necessary to verify the status and scope of work.

Sincerely,

\_\_\_\_\_  
(Applicant Signature)

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