Development, Buildings and Licensing
Licence Office

licenceoffice@vancouver.ca

LICENCE OFFICE REFUND REQUEST FORM

Date:_____

Part 1. Company Information

Business Name:

Business Address:

Business Licence/Application Number:

Commercial Permit (Plate) Number:

Municipal Decal Number:

Other:

Part 2. Reason for Refund

Part 3. Please provide the name and address that should appear on the refund cheque

Name:

Address:

Phone:

Email:

_____ _____

Signature of Applicant Date

*****NOTE: The non-refundable portion of a Business Licence Fee is as per Schedule A of the Licence By-Law 4450.**
http://vancouver.ca/your-government/licence-bylaw.aspx