

TOWN OF NEEDHAM

Termination of Permit

One Permit Termination per Form

To: Needham Inspectional Services
500 Dedham Avenue
Needham, MA 02492

From: _____

I wish to terminate the following permit. Some of the work outlined in the Permit has or has not commenced, but the Permit Holder will not complete the work outlined in the Permit; the Permit shall be terminated by (check one):

- ☐ the Permit Holder;
- ☐ the person or entity who hired the Permit Holder; or,
- ☐ the homeowner(s).

Termination consists of providing this written notice to Inspectional Services, and must include the following:

Permit Number: _____

Property Address: _____

Description of the Work Completed: _____

Description of the Work not to be Completed: _____

Submitted by:

Name Signed: _____

Date Signed: _____

Phone Number: _____

Internal Use Only:

Received by: _____

Date Received: _____