



**PERMIT EXTENSION REQUEST**

**Project Information**

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

Unit Number \_\_\_\_\_

Building Permit Application (BPA) Number \_\_\_\_\_

Building Permit (BP) Number \_\_\_\_\_

**Contact Information**

**Applicant /  
Main Contact<sup>2</sup>**

Name: \_\_\_\_\_

Registered Business Name: \_\_\_\_\_

Address: \_\_\_\_\_  
Unit Number Street City Province Postal Code

Email: \_\_\_\_\_ Phone/Cell#: \_\_\_\_\_

**Property  
Owner  
or  
Property  
Manager**

Name: \_\_\_\_\_

Registered Business Name: \_\_\_\_\_

Address: \_\_\_\_\_  
Unit Number Street City Province Postal Code

Email: \_\_\_\_\_ Phone/Cell#: \_\_\_\_\_

**Building Permit Extension Request**

Please provide reasoning for the extension request:

- Delayed Start**
- Stalled Construction**
- Permit Length** (fee req'd)

Length of Extension Requested: \_\_\_\_\_ Expected Date of Construction Completion: \_\_\_\_\_

**Building Permit Extension Information**

- A building permit is valid for 2 years from the issuance date.
- A building permit extension request takes 3 – 5 business days for review and approval.
- The length of extension is under the discretion of Building Standards.
- A building permit extension fee is required to be paid in full.
  - An extension fee is not required for delayed start of construction or stalled construction
- The extension is not valid until approval has been received in writing from Building Standards and extension fee is paid in full.

I understand that this request does not grant permission to extend this project until approval has been granted and the permit extension fee has been paid in full. I hereby certify that all information contained within this application is correct.

Applicant's Signature \_\_\_\_\_

Date \_\_\_\_\_

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

Date \_\_\_\_\_

*email application to: [inspections@saskatoon.ca](mailto:inspections@saskatoon.ca)  
or apply in person at: Building Standards 222 3<sup>rd</sup> Ave North, Saskatoon, SK S7K 0J5*

For office use only:

Building Inspector: \_\_\_\_\_

Processed by: \_\_\_\_\_

Approved Extension Date: \_\_\_\_\_

Payment Type: \_\_\_\_\_ Receipt #: \_\_\_\_\_