

COMPANY LETTERHEAD

Date

Clark County Development Services
4701 W. Russell Road
Las Vegas, NV 89118

Attn: Permit Issue

Re: Cancellation of Permit

Permit #: _____

Project Address: _____

Please cancel (*Insert Type of Permit i.e., Building, elec, mech plumb*) for (*Insert Name of Company i.e. ABC Construction*) for (*Must insert the purpose or reason*).

The new contractor to finish out the job will be (*Insert new contractor or sub-contractor name*).

Thank you,

(Signature Required)

Name

Title of Person Signing (*Must be a company principal or representative*)