



City of Chicago
Richard M. Daley, Mayor

Department of Housing and
Economic Development

City Hall, Room 1000
121 North LaSalle Street
Chicago, Illinois 60602
(312) 744-4190 (Voice)
(312) 744-2271 (FAX)
(312) 744-2578 (TTY)

<http://www.cityofchicago.org>

Landscape Deposit Refund Request

Date of Request: _____

Project Address: _____

Business/Entity Name (if applicable): _____

Remitter of deposit: _____

Current mailing address: _____

City _____ State _____ Zip _____

FED ID # _____ or SSN # _____

Type of Landscape deposit on file:

Letter of Credit (must be current to have an inspection scheduled)

Cashier's Check

Amount of Deposit: _____

The following documentation must be attached:

Full Final Certificate of Occupancy from the Department of Buildings (if applicable)

Verification of inspection approval from the Department of Buildings (if applicable)

Certification:

I, _____, certify that the information supplied in this document is true and complete, and hereby authorize the City of Chicago to make all necessary inquiries to verify its accuracy. Any false statement will subject the property owner to potential penalties under the City of Chicago False Statement Ordinance per Section 1-21-010.

Signature: _____

Do NOT write below –Department of Housing and Economic Development Staff Only

Verified by: _____

Notes: _____

Voucher # _____ date to comptroller: _____

Check # _____ date from comptroller: _____

Certified Mail # _____ date mailed / pick up: _____

Processor signature: _____

