Village of Royal Palm Beach, Florida

Community Development
1050 Royal Palm Beach Boulevard
Royal Palm Beach, Florida 33411
Telephone (561) 790-5128 Fax (561) 790-5129

REQUEST FOR COPIES

Request By: _____ Date: _____

Phone: _____Cell:_____

I hereby request copies for: _____
(Property Address)

I wish to have copies of the following documents:

☐ Survey

☐ Building Permit Permit Type: _____
Permit No.: _____

☐ Site Plan Project Name: _____

☐ Other _____

I understand that I will be charged a copy fee for requested documents. Per Village Schedule of Fees and Charges, the first ten (10) pages of standard (8 ½ x 11 and 8 ½ x 14) copies are free and each subsequent page is $.15 per page. E size copies (large plans) are $10.00 per page, computer printouts (data requests) are $.35 per page and documents transferred to CD are $10.00. Depending on the volume of requested information, copies may take 1 – 3 business days.

Received By: _____ Date: _____

Copies Completed: _____/___/____ Amount Due: $_____