



Department of Streets
7th Floor – Municipal Services Building
1401 John F. Kennedy Boulevard
Philadelphia, Pennsylvania 19102-1676

MICHAEL CARROLL, P.E.
Acting Commissioner

IMPORTANT NOTICE TO ALL PLUMBERS-UPDATE

This is a reminder to all plumbers that the Philadelphia Streets Department does not accept request for refunds of Street Opening Plumber's Permit after they expire. All Street Opening Plumber's Permits expire 30 days from the date of issuance. You may cancel a Street Opening Permit for a refund before the expiration date only. No refunds will be granted after the 30th day; you will have to purchase a new permit. Refunds can only be applied for in-person at the Philadelphia Water Department Plumber Counter. Any means to apply for a Street Opening Refund via Phone, Facsimile, E-mail, and/or other means excluding in-person will result in the application being rejected immediately. The application must be completed and submitted to the Philadelphia Water Department Plumber Counter before the close of business during daily operations. If the date of expiration falls on a weekend and/or holiday, the application must be completed before the close of business on the last day during the daily operation hours before the weekend and/or holiday.

Please note: If you fail to complete and submit the refund application before the close of daily operations on the date of the permit expiration no refund will be issued. No exception will be made to this rule regardless of outside/uncontrollable forces or issues.

If you have any questions regarding the Street Opening Plumber's Permit Refund process, please contact the Streets Department at 215-686-5581, or email Leigh.Kohn@Phila.gov for additional assistance.

We thank you for your continued cooperation.

Sincerely,

The Streets Department