



# City of Richmond

## Damage Deposit/ Security Program Application

Engineering & Public Works Division  
6911 No. 3 Road, Richmond, BC V6Y 2C1

[www.richmond.ca](http://www.richmond.ca)

Site Contact Person: \_\_\_\_\_ Date: \_\_\_\_\_

Email: \_\_\_\_\_ Tel. No.: \_\_\_\_\_

Property Address: \_\_\_\_\_

✓	Type of Construction Activity	Refundable Deposit Amount	Non-Refundable Inspection Fee	Total Payable
	Additions and Accessory Buildings over 10 sq. m.	\$500	\$192	\$692
	In-ground Swimming Pools	\$500	\$192	\$692
	Demolitions	\$500	\$192	\$692
	Move-Off	\$1,500	\$192	\$1,692
	Single or Two Family Dwelling Construction	\$1,500	\$192	\$1,692
	Combined Demolition and Single or Two Family Dwelling Construction	\$2,000	\$192	\$2,192
	Commercial; Industrial; Multi-Family; Institutional; or Government Construction	\$5,000	\$254	\$5,254
	Combined Demolition and Commercial; Industrial, Multi-Family; Institutional or Government Construction	\$5,500	\$254	\$5,754
	Site Preparation Preload	\$5,000	n/a	\$5,000
	Soil Materials Infill or Removal from a Single Parcel	\$5,000	n/a	\$5,000
	Commercial/Industrial Landscaping	\$2,500	n/a	\$2,500
	Dike Crossing	\$10,000	\$192	\$10,192
	<b>TOTALS</b>	<b>\$</b>	<b>\$</b>	<b>\$</b>
	Enter IPS Project ID#	RC. _____	4330	Total

I, \_\_\_\_\_ hereby make application and agree to abide by the guidelines  
(Print name)  
and specifications issued by the City Public Works Department.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

Name of Person to Receive Damage Deposit Refund: \_\_\_\_\_

Email Address: \_\_\_\_\_

Refund Mailing Address: \_\_\_\_\_ Tel. No.: \_\_\_\_\_

City

Postal Code

**For Damage Deposit Refund Inspection** – Please call 604-244-1263 or email [venisan@richmond.ca](mailto:venisan@richmond.ca)  
Only the damage deposit applicant may request or inquire about a refund.

**\*\* You will require a new Damage Deposit if there is a change in property ownership prior to final. \*\***

For Office Use	
Receipt No.:	IPS SR #:
IPS Project ID:	Permit #: