



DEPARTMENT OF PLANNING AND DEVELOPMENT
CITY OF CHICAGO

CHECK OWNERSHIP / REFUND AFFIDAVIT

DATE: _____

TO: Zoning Administrator
Bureau of Zoning

FROM: _____

I am depositing this check of \$ _____ for the landscape project located at:

_____ Pursuant to the
Landscape Security and Right of Entry Agreement mandated by the Chicago Landscape
Ordinance.

This check is from: _____ (Owner). Upon
completion of the landscaping project, *I will send a written notification seeking a full refund of
the security deposit* payable to the company / owner of the check at the below referenced address:

Phone #: _____

I affirm that the aforementioned is true and accurate.

Sincerely,

(Signature)