



Dear Centennial Homeowner,

A Building Permit has recently been applied for a construction project at the address shown on the envelope. The City is contacting you to confirm the homeowner information for this property and to inform you that your project is eligible for a potential rebate under the Home Improvement Program (HIP).

It appears this project qualifies for a 20% refund of the permit fees after the Certificate of Occupancy is issued at the end of the project or final building inspection if a Certificate of Occupancy is not applicable.

Additional information on the HIP program refund and other resources available from the City to ensure successful completion of your project can be found in the enclosed brochure and on the City's website.

To qualify for the refund, the current homeowner needs to fill out the information below, complete the enclosed *Homeowner Acknowledgement of HIP Program Requirements* and *Photograph Authorization and Release Forms* and mail these documents back to the Centennial Building Division with the enclosed envelope.

Legal name of homeowners: _____

Address of home improvement project: _____

Telephone number of owner: _____

Email address of owner: _____

Signature: _____

For more information please visit the Centennial website at www.centennialcolorado.com or contact the Building Division at (303) 754-3321.