

EXPIRED PERMITS FAQ

On the Collier County [portal](#), search your company name to see which permits have an expired or void status. Start working on resolving these permits. Contact Collier County to obtain a complete list. Contact BPRS@colliercountyfl.gov regarding outstanding permits.

FREQUENTLY ASKED QUESTIONS

- 1. What should I do if I received an expired permit notice?**
Be aware of the date indicated on notice (see highlighted area in image above). If you do not submit an extension/cancellation form prior to date indicated on letter, your permit will be set to a VOID status.
- 2. What are my options now that my permit status is VOID?**
Submit a cancellation request if the work has/will not commence. Submit a new permit application.
- 3. What does a VOID status mean?**
You can no longer address any permit-related items, except for paying outstanding applicable fees.
- 4. What happens if there are outstanding applicable fees on my permit?**
If you are a licensed contractor, your license will be placed on hold until the balance is paid.
- 5. How do I remove a hold related to fees from my license?**
Pay the outstanding balance. Notify the BPRS section once the balance has been paid. Payment must be posted to permit, prior to license being taken off hold. To check the status of your payment, contact our cashiering department at 239-252-5119.
- 6. What if I still want to pursue the scope of work associated with my VOID permit?**
You will need to submit a new permit application?
- 7. What if I passed my rough inspections, and my permit has been set to VOID?**
You will need to submit a new permit application.
- 8. What if my permit was in a previous code cycle and now we are in a new code cycle?**
Plans will need to be brought up to current code cycle.
- 9. What if I passed some inspections, my permit was in a previous code cycle and now we are in a new code cycle?**
Plans will need to be brought up to current code cycle. Inspections passed within a previous code cycle will be grandfathered into your new permit application.

10. What about money I paid on my now VOID permit?

If you choose to pursue the scope of work, we will transfer certain fees to your new permit application. If you choose not to pursue the scope of work, we may refund certain fees, if a refund for the fees is applicable. Refer to section 'FF' of our fee schedule for refund process.

11. Will my new permit application supersede my VOID permit?

Plans will need to be compared to determine if new permit application truly supersedes a VOID permit. Writing "Reapplication of permit #" on a new permit application does not guarantee an automatic cancellation of a VOID permit.

12. What if I didn't receive an expired permit notice and my permit was still set to VOID?

BPRS will send an expired permit notice to email indicated on permit application. For a licensed contractor, if no email is provided, the notice will be sent via USPS to address(es) indicated on the DBPR website. For an owner-builder, if no email is provided, the notice will be sent via USPS to address(es) indicated on the Property Appraiser's website.

CONTACT INFORMATION FOR ASSISTANCE

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