



# Easement Vacation and Quitclaim Application

County of Henrico, Virginia

Permit Center

Henrico County Permit Center Web Site: [www.henrico.us/permitcenter](http://www.henrico.us/permitcenter)

Permit Center, County of Henrico, Virginia, P.O. Box 90775, Henrico, Virginia 23273-0775\*\* Phone 804-501-7280 Facsimile 804-501-4815  
\*\*Use P.O. Box for all mail. Street address is 4301 E. Parham Road, Henrico, Virginia 23228 for deliveries only.

*This easement vacation and quitclaim application is for Plans of Development and Subdivision projects only. Please submit this completed application and six (6) sets of the plat to the Permit Center.*

## Project Name:

File Name/Section (Office Use Only)

Vacation: \_\_\_\_\_ or Quitclaim: \_\_\_\_\_

Parcel #(s): \_\_\_\_\_

Case #: \_\_\_\_\_

Initial submittal? Yes \_\_\_ No \_\_\_

Subsequent submittal? Yes \_\_\_ No \_\_\_

Submittal for approval? Yes \_\_\_ If yes, please confirm that no agencies have comments before submitting. Please advise what the Tidemark case number is for this Vacation/Quitclaim. See comments, number is on email notification:

POD \_\_\_\_\_ - \_\_\_\_\_ or SUB \_\_\_\_\_ - \_\_\_\_\_.

## Plat Description:

\_\_\_\_\_  
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\_\_\_\_\_  
\_\_\_\_\_

For Office Use Only

**Engineer/Surveyor**  
Name: \_\_\_\_\_  
Address: \_\_\_\_\_  
City/State: \_\_\_\_\_ Zip \_\_\_\_\_  
E-Mail \_\_\_\_\_  
Phone : \_\_\_\_\_ Fax \_\_\_\_\_  
\_\_\_\_\_  
Authorized Signature\* \_\_\_\_\_ Print Name \_\_\_\_\_

**FOR OFFICE USE ONLY**  
Date of Filing: \_\_\_\_\_  
Time of Filing: \_\_\_\_\_  
\_\_\_\_\_  
Application Accepted By \_\_\_\_\_ Print Name \_\_\_\_\_