STEP 1:

Find the permit you wish to schedule an inspection for by typing in the permit number

Submit an in	In Inspection	ermit online.
<u>Select a Permit</u>	Select Inspection Type and Date	Contact Information
•••••	Permit r, including any dashes or space	5.
Step 1: Select a P Enter a Permit Number Permit Num	r, including any dashes or space	5. PB13800950

STEP 4: Add attachments.

		A 1 1 4 4	A 11 Au - 1 1
Select a Permit Permit PBR13-0014	Select Inspection Type and Date	Contact Information (999) 123-4567	Add Attachments

Step 4: Add Attachments

If you have any files or attachments that will be required for the approval of your
Inspection Request click the button below to browse your computer and attach
them. Please note: If you fail to submit required documents, your request may be delayed or denied.
may be delayed or demed.

Select	
Desert.jpg X Remove	e
Upload successful!	
Upload successful!	

STEP 2: Select the desired inspection type and choose from the available days on the calendar.

Select a Permit ermit PBR13-0014 1234 Main Street		ct Inspe be and I		Cont	act Inf	ormat	ion	Add Att	tachments
tep 2: Select	t Insp	ectio	n Ty	vpe a	nd D	ate			
	Inspec	tion D	etails						
Inspection Type:	Final						-		
a aspection type.	Select ti	tion D	ate ndar b					date for	your
an and and and and and and and and and a	Select the Inspector Using the Inspector Inspe	tion D the cale	ate ndar b uest.		elect a				your
an anglocolori rijpe	Select the	tion D the cale	ate ndar b uest.	elow, s	elect a		lable		your
an inspection rype.	Select ti Inspect Using t inspect	tion D he cale ion req S	ate ndar b uest. eptei	elow, s nber (elect a 2013 Th	n avai	lable		your
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a repositor type.	Select ti Inspect Using t inspect Su	ttion D the cale tion req S Mo 2 9	ate ndar b uest. cpter Tu 3 10	elow, s mber 3 We 4 11	elect a 2013 Th 5 12	n avai	Iable Sa 7 14		your

SCHEDULING CONFIRMATION:

You will receive a confirmation message that the inspection has been scheduled successfully.

Email notifications will be sent regarding any status changes or if the inspection must be rescheduled

spection request was odified: BrianContrac	submitted successfully. You will be contacted at the following email address(es) when the status of your inspection request is tor@Email.com
	Inspection Request Details
	Below is a summary of the inspection request you submitted
Record #:	PE12-1127
Record Type:	Electrical
Address:	27930 HOPKINS DR
Inspection Type:	Rough
Requested Date/Time:	2/7/2013
	Print this Page Request Another Inspection

STEP 3: Verify Contact Information.

Permit PBR13-0014 1234 Main Street	Select Inspection Type and Date Final: 9/25/2013	Contact Information	Add Attachmen	ts
Step 3: Conta	ict Informatio	'n		
Enter your contact	t information to be in	cluded with the request		
😭 Name:	BSA Contractor			
🏫 Phone:	(999) 123-4567			
Notes:				
Select Parties to I				
Select one or more		clude in notifications re	garding inspectic	n
		clude in notifications re	garding inspectic	n
Select one or more		clude in notifications re	garding inspectic	n
Select one or more	email addresses to in			
Select one or more	email addresses to in	Email Address		

VIEW INSPECTIONS:

In the "View My Activity" section you can view, cancel or reschedule pending inspections, or review completed inspections

Inspection Details: Ceiling Inspe	ction		
Property Address: 30678 vible CT, NOVI, MI 48377	Parcel: 50-22-02	-202-069	
Property Owner: ELIZABETH C SM	/ITH		
Summary Information > 0 Violation(s) Found			
Jump To: Inspection Information Associ	ated Record Inform	ation Back To Scheduled	For Permit Total S68.00 Pay.Now
Inspector Electrical Inspector	Result	Not Available	
Scheduled 01/31/2014 Date	Scheduled Time	12:00:00	
Scheduled Web By			