



## AFTER HOURS INSPECTION REQUEST FORM

As an alternative to our standard inspections schedule, the Building & Safety (B&S) and Fire Prevention Divisions offer after hours building inspection services. The "After Hours Inspection Program" is provided to help facilitate construction on a case-by-case basis and may be limited by staff availability. Requests for after hours inspection services shall be made as early as possible to allow sufficient time to process the request. We reserve the right to approve or deny a request for service based on the availability of staff and resources. By submitting this application, you fully understand this program is voluntary and supplementary inspection fees will be charged. The additional inspection fees (a 2 hour minimum including travel time) are due upon completion of the inspection and prior to the next inspection request. If you wish to request after hour inspection services, please complete the "project information" below and submit the signed application (in person or via email) to your area inspector or to the B&S or Fire One Stop Shop counter for consideration at least 24 hours prior to the requested inspection time and date.

### PROJECT INFORMATION:

Project Address					Permit #			
Scope of Work								
Applicants Name					Today's Date			
					Month   Day   Year			
Date of Request				Time of Inspection Request				
Month   Day   Year				Hours   Minutes   AM/PM				
Phone Number				Email				
Ten digits								
Type of Service	Inspection			Re-inspection		Other		
Check One								
Applicants Signature*								
Approves Conditions & Additional Hourly Fees*								

### SECTION BELOW FOR SUPERVISOR AND STAFF USE ONLY:

Authorizer		Insp. Date			Date Completed			
Initials		Anticipated			Month   Day   Year			
Inspector				Start Time		End Time		
Assigned								
Total Inspection Time			Fees and Notice Entered into Database					
Including travel time								
Inspector Notes								
Inspector Signature								