



BUILDING PERMITS



IVR Inspection Request Guide (850) 471-6640

ENTER Permit Tracking #: _____ (12 Digit Number located on bottom of permit)

Press 1 to hear permit status

Press 2 to look up inspections

Press 3 to hear details about inspections

Press 4 to enter New Inspection

Select Number for Inspection Type

Building	Plumbing	Electrical
1 Setback	1 Partial Rough	1 Partial Rough
2 Footing	2 Partial Stack Out	2 Rough
3 Piling Placement	3 Stack Out	3 Partial Final
4 Foundation	4 Partial Rough	4 Final
5 Foundation Site	5 Partial Final	5 <i>NOT ACTIVE</i>
6 Framing	6 Sewer	
7 Windload	7 Partial Sewer	Roofing
8 Strapping & Nailing		1 Rough in Progress
9 Bond Beam	Gas/Mechanical	2 Partial Final
10 Site Final	1 Partial Rough	3 Final
11 Partial Final	2 Rough	4 <i>NOT ACTIVE</i>
12 Final	3 Partial Final	5 <i>NOT ACTIVE</i>
	4 Final	

Select #1 Choose Selected Dates

Press 1 – next business day

Press 2 – next business day + 1

Press 3 – next business day + 2

Press 4 – next business day + 3

Press 5 – next business day + 4

Enter 10 Digit Inspection Contact Phone Number (Inspection will not be scheduled without number)

1 - Enter Inspection Comment

2 - No Comment (skip)

Listen to Playback of Inspection request, if correct, Press 1

• **Select #1**
Another Inspection

• **Select #2**
New Permit

• **Select #3**
Exit

Call In Date: _____

Date Requested: _____

Confirmation # _____