



City of Battlefield Inspection Request Form

Fax: 883-8189
Phone: 883-5840

To request an inspection, the following information must be completed and received by 8:15 a.m. on the day the inspection is needed. Requests received after 8:15 a.m. will be scheduled the next business day. **If the inspection is requested and not ready when the inspector arrives, request will have to be resubmitted and a trip fee of \$25 will be charged.** The Building Inspector is in the office from 6:00 a.m. to 8:30 a.m. to receive requests by phone.

DO NOT SUBMIT A REQUEST IF THE JOB IS NOT COMPLETE

Name of subdivision and phase: _____

Address of site to be inspected: _____

***** The address and permit number posted at the site should be visible from the street. *****

Permit number: _____

Contact phone number: _____

Fax number: _____

Please put an X by the inspection requested:

- Footing: _____ Ticket # from DigRite _____
- Foundation: _____
- Under Slab: _____
- Under Floor _____
- Rough-in: _____
- Sewer Line: _____ Ticket # from DigRite _____
- Water Line: _____ Ticket # from DigRite _____
- Elec. Meter: _____ Ticket # from DigRite _____
- Gas Meter: _____
- Driveway: _____ Ticket # from DigRite _____
- Final: _____

******Two days notice is required for final inspections******

Because the building permit is signed when inspections are completed and approved, the permit must be posted at the job site. The building permit serves as your Certificate of Occupancy once the site has passed final inspection.

Gas and electric meter inspections will be turned in to the appropriate utility the **next working day** after the inspection is approved.

Signature: _____

Date: _____

Employee: _____

Time: _____