



OVERTIME GRADING AND OFFSITE INSPECTION FAX FORM

This form is to be used for overtime inspection requests only.

Overtime Inspection Fax Number: (949) 724-9072

Overtime inspections are subject to inspector availability and are performed between the hours of 7 a.m. and 3:30 p.m. on Fridays for which City Offices are closed and 9:00 a.m. to 3:30 p.m. Saturdays.

Instructions: Complete all boxes. Inspections will not be scheduled unless all categories are complete. All Inspection requests must be received prior to 2:00 p.m. on the last business day of the work week, i.e. Thursday if the City is closed for business on the following Friday and Friday if the City is open for business.

Complete a separate FAX form for each project.

Regular Permit Number: _____

Event Number (10 digits): _____

(Note: An event number may be obtained by completing a Request For Special Services form provided by the Community Development receptionist)

Type of inspections
or inspection codes: _____

Time Requested: ☐ A.M. ☐ P.M. (Note: Time Requests will be honored to maximum extent possible)

Date Requested: _____

Job Name: _____

Job Address: _____ Suite No. _____

Site Superintendent: _____
(Name) (Phone No.)

ATTENTION: You will be notified only if your request for inspection has been denied. Notification will not be provided for requests received past the cut-off time, nor will inspections be made.

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