

After-Hours/Overtime Inspection Request

Project Name: _____

Permit No.: _____

Job Address/Suite No.: _____

Inspection Contact Name: _____

Cell No.: _____ Email: _____

The purpose of this form is to request after-hours, weekend, or holiday inspections services. Note that these inspections are subject to inspector availability.

1. Complete the request form and select the desired after-hours inspection option below. **A separate form must be submitted for each permit.**
2. Once complete, please email the request to ezpermits@cityofsacramento.org.
3. If an inspector is available to perform the inspection, an invoice will be created to be paid online or at the Permit Services counter. **Minimum fee is \$492.**
4. After the invoice has been paid, the inspection will be scheduled, and the applicant will be notified by phone or email.

Cost

All after-hour inspections require a minimum fee payment of \$492 paid in advance for a two-hour inspection. Inspections requesting more than two hours will be assessed based upon an hourly rate of \$246.

Requested Day and Timeframe

Inspection Request Date: _____ Time: _____ a.m. | p.m.

Number of Hours Requested: _____

Requested Inspection

Before/After-Hours Inspection – Inspections immediately before or after the inspector’s regular workday, which is Monday through Friday between 7:30 a.m. and 3:00 p.m.

Weekends and Scheduled Holidays – Inspections performed Saturdays, Sundays and City holidays; provide at least two business days advanced notice.

Discipline/Inspection Type

Building Plumbing Mechanical Electrical

Permit Type

Residential Commercial

Comments and/or special instructions for inspector:

FOR OFFICE USE ONLY

Date of Inspection: _____

Time of Inspection: _____

Inspector's Name: _____

Fees Payment

Verified: Yes or No

*Fee: \$ _____

Supervisor approval initials _____

**Staff hourly rate at time and a half with a minimum of two hours per discipline.*