

This form is required when requesting a permit or inspection by fax.

Please Circle MSB
City

Please list permit # if issued. _____ Check Type of Request.

Permit # _____ Inspection Only _____

Please Circle the Trade Types that apply to this request.						
Building	Electrical	Mechanical	Plumbing	Solid Fuel	Mobile Home	Lawn Irrigation

Please Circle:		
Residential	New/Rem	Commercial: New/Rem

Address of Job:

Apt./Mobile Hm _____ Apt. #, Floor or Suite # _____
Court Main _____
Address _____

Main Address must be provided for multiple addresses in any complex.

Please Circle one of the following or add additional information		Commercial Project Name-->
Lock Box # _____	Open	Instructions for Inspector-->
	Vacant	
	Key Located _____	

"Very Important - Please Read"
Schedule Inspections with your customers
A.M. Inspection = After 9:00 By 11:30
P.M. Inspection = After 1:00 by 4:00

What kind of work are you going to do at this location?

What kind of inspection do you need?

Contractor Name: _____ Phone # _____

Would like City to inspect on -> -> ->

Date: _____ A.M. P.M.

Call Plumbing Inspector at least 1.5 hours before you are ready for sewer or water service installations.

Plumbing Inspector Cell Phone Numbers:
Bruce Pfeiffer #806-0161 Terry Canady # 806-0163

Inspector Assigned to Job: _____	Date Scheduled _____	Commercial Job Cost: \$ _____	Commercial Job Cost Reference	Ck Box	City

Service Fees	City				
Re-Inspection: corrections/no access	\$50.00				
On-site Counsel "no-permit"	\$50.00				\$1,000.00
Time or Same Day Inspection	\$50.00				\$20.00
Fire Alarm Test/Insp. per Inspector	\$50.00				

Fax Requests must be received before 3:30 p.m. to be on next day schedule!

Re-instatement of License: Failure to provide C Of I-Pay Bills by Deadline or Notify Change of Address.