City of Temecula

DEPARTMENT OF BUILDING AND SAFETY
43200 Business Park Drive - PO Box 9033 - Temecula, California 92589-9033
(951) 694-6400 • FAX (951) 694-6477

A Notice Regarding Inspection Requests :

Reference : 2001 California Building Code Section 108.3
" It shall be the duty of the person doing the work authorized by a permit to notify the building official that such work is ready for inspection. . . "

Request for Inspection may be made by : Phone [951] 694-6439
Fax [951] 693-3915

Please ensure the following information is available for the accuracy and timely processing of your requests :

1. Permit number [usually begins with a B ex. B07-2930]
2. Address, including unit or suite numbers
   Tract and lot number [for residential tracts only]
3. Type of inspection requested
4. Name of inspector assigned to the project
5. Name and phone number of contact person

SPECIAL NOTE FOR Tract Inspections :

- Fax forms will be distributed by the inspectors to ensure that requests can be done in this format.
- Itemize your request according to priority.
  ie. The first thing on your list will be scheduled first.
- Requests will be scheduled according to the minutes allotted each tract.
- If you exceed your minutes - requests may be added,
  in the field, at the inspector's discretion, ONLY if time/schedule permits.
- Fax requests MUST BE RECEIVED BY 3:00 P.M. sharp.
- If incorrect Permit numbers are given, you may not be able to get your inspection.

ALL REQUESTS MUST BE MADE THE DAY PRIOR TO THE REQUESTED DATE.

We at City of Temecula Building and Safety ~ Thank You for your cooperation.

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