Before calling you will need:

1. A touch-tone telephone
2. A site-specific Building Permit Number (BP#)
3. An Inspection Code. (Listed on the back of this page)
   You will be prompted through the entire process. Press [*] at any time for more information

Choose from the following option:

Press [1] Schedule an Inspection
Press [3] Obtain Inspection Results
Press [0] Transfer to Staff
Press [#] Disconnect and Hang Up
Press [*] Additional Information

The Voice Permits system will prompt you each step of the way. You may perform multiple transactions during each call. At the end of the call you will be issued a confirmation number. We recommend that you keep a record of your confirmation numbers in case they are needed for future reference. Please leave a complete detailed message including contact name, phone number and any special requests or instructions.

Schedule an Inspection

1. Call the VoicePermits line (209) 937-8560.
2. Press [1] to schedule the inspection
3. Enter the Building Permit Number, digits only, and then press #. The system will confirm by repeating the permit number and site address.
4. Enter the Inspection Date. The cut-off time is 3:00 p.m. for an inspection on the following business day.
5. Enter the Inspection Code (On back of this page).

After you have scheduled the Inspection, you will be able to:

• Leave a complete detailed message for the inspector. YOU MUST PRESS # AFTER YOUR MESSAGE.

• Request another Inspection, same permit
• Request another Inspection, different permit
• Get a Confirmation Number and end call. Use this Confirmation Number when inquiring about this telephone request.

• Return to Main Menu

To Cancel an Inspection

1. Call the VoicePermits system.
3. When prompted, enter the Permit Number. Replace the “-” with “0” followed by “#”. The system will confirm the permit by confirming the site address.
4. Enter the Inspection Code (using a code from the list on the back of this page).

   After you have cancelled the Inspection, you will be able to:

• Cancel another Inspection, same permit
• Cancel another Inspection, different permit
• Get a Confirmation Number and end call. Use this Confirmation Number when inquiring about this telephone request.
• Return to Main Menu

Obtain Inspection Results

1. Call the VoicePermits system.
3. When prompted, enter the Permit Number. Replace the “-” with “0” followed by “#”. The system will confirm the permit by confirming the site address.
4. Press [1] Inspection Results Spoken


After you have listened to or received a FAX of the Inspection results, you will be able to:

• Listen to or receive a FAX of more Inspection results, different permit
• Return to Main Menu
**JOBSITE INSPECTION RECORD**

**APPLICANT SHALL POST ON JOB SITE**

Request inspections online at https://aca.accela.com/stockton - OR - call the automated phone line at (209) 937-8560 with permit number, three-digit inspection item number(s), and voice message for the inspector.

Inspection requests made before 3:00 p.m. on a regular business day will be scheduled for the following regular working day.

<table>
<thead>
<tr>
<th>ADDRESS:</th>
<th>BP NUMBER:</th>
<th>PERMIT TYPE:</th>
</tr>
</thead>
<tbody>
<tr>
<td>001 TEMPORARY ELECTRICAL</td>
<td>INSPI:</td>
<td>APPROVED BY:</td>
</tr>
<tr>
<td>002 SITE WORK</td>
<td>INSPI:</td>
<td>APPROVED BY:</td>
</tr>
<tr>
<td>003 FOUNDATION</td>
<td>INSPI:</td>
<td>APPROVED BY:</td>
</tr>
<tr>
<td>004 SHEAR &amp; ROOF NAIL</td>
<td>INSPI:</td>
<td>APPROVED BY:</td>
</tr>
<tr>
<td>005 FIRE SPRINKLER ROUGH</td>
<td>INSPI:</td>
<td>APPROVED BY:</td>
</tr>
<tr>
<td>006 FRAME ONLY</td>
<td>INSPI:</td>
<td>APPROVED BY:</td>
</tr>
<tr>
<td>007 CLOSE-IN</td>
<td>INSPI:</td>
<td>APPROVED BY:</td>
</tr>
<tr>
<td>008 INSULATION</td>
<td>INSPI:</td>
<td>APPROVED BY:</td>
</tr>
<tr>
<td>009 SHEETROCK</td>
<td>INSPI:</td>
<td>APPROVED BY:</td>
</tr>
<tr>
<td>010 LATH / STUCCO</td>
<td>INSPI:</td>
<td>APPROVED BY:</td>
</tr>
<tr>
<td>011 ABOVE CEILING</td>
<td>INSPI:</td>
<td>APPROVED BY:</td>
</tr>
</tbody>
</table>

*Do not pour concrete/back fill/subfloor until above is approved*

*Do not tape until above is approved*

*Do not cover work until above is approved*

*Required prior to Foundation inspection*

*Do not cover work until above is approved*

*Final required – Pool not to be filled until Pre-plaster inspection is approved*

The permit shall become void and work shall be considered abandoned if an inspection has not been recorded and approved within 180 days.