

## Schedule an Inspection

- 12 ON-SITE UTILITIES
- 17 UNDERGROUND ELECTRIC
- 51 ELECTRICAL SERVICE
- 52 GAS SERVICE LINE
- 53 SEWER LINE
- 55 WATER SERVICE
- 56 APPLIANCE CHANGE OUT
- 57 MECHANICAL
- 58 PLUMBING
- 63 FOUNDATION
- 64 ABOVE & UNDERGROUND  
ELECTRIC
- 65 SOLAR WATER HEATER
- 90 FINAL



# Pinal County Building Safety



**P I N A L • C O U N T Y**  
*wide open opportunity*

## Inspection Request Directions and User's Guide

**MPE/SOLAR**

**(520) 866-6299**

**(800) 208-6897 ext 6299**

**Pinal County Building Safety**  
31 N. Pinal Street, Bldg. F  
P.O. Box 1610  
Florence, AZ 85132  
Phone: (520) 866-6405  
Fax: (520) 866-6517  
[buildingsafety@co.pinal.az.us](mailto:buildingsafety@co.pinal.az.us)  
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In an ongoing commitment to improve customer service, Pinal County Building Safety has installed an Interactive Voice Response System. You can now schedule inspections, or check results, 24 hours a day, 7 days a week!

**Before calling you will need:**

- A touch-tone telephone
- A site-specific Permit Number
- An Inspection Code. *Choose from the codes listed on the back of this brochure.*

**Inspection Line**

**(520) 866-6299**

**(800) 208-6897 ext 6299**

- **Schedule Inspections**
- **Reschedule or Cancel Inspections**
- **Retrieve Inspection Results**

**Choose from the following options:**

Press (1)	<b>Schedule an Inspection</b>
Press (2)	<b>Reschedule or Cancel an Inspection</b>
Press (3)	<b>Retrieve Inspection Results</b>
Press (0)	<b>Speak to a Representative</b>
Press (#)	<b>End Call</b>

## Schedule an Inspection

- Call (520) 866-6299 **Press 1**
- **Press 1 for Building Permit**
- When prompted, enter the **Permit Number**.
- Enter the **2 digit Inspection Code** (*using a code from the list on the back of this brochure*).
- Select the Inspection Date. *The cut-off time is 6:00 am for an inspection the same business day.*

**After you have scheduled the inspection, you will be able to:**

- **Leave a message** for the inspector
- **Request another inspection**, for the same permit
- **Request another inspection**, for a different permit
- **Get a Confirmation Number and end call.**

## Reschedule or Cancel an Inspection

- Call (520) 866-6299 **Press 2**
- **Press 1 for Building Permit**
- When prompted, enter the **Permit Number**.
- Enter the **2 digit Inspection Code** (*using a code from the list on the back of this brochure*).

**After you have cancelled the inspection, you will be able to:**

- **Cancel another inspection**, same permit or different permit
- **Retrieve Inspector Message**
- **Get a Confirmation Number and end call.**
- **Return to Main Menu**

## Retrieve Inspection Results

- Call (520) 866-6299 **Press 3**
- **Press 1 for Building Permit**
- When prompted, enter the **Permit Number**.
- Enter the **2 digit Inspection Code**
- (*Using a code from the list on the back of this brochure*).

**After you have listened to the inspection results, you will be able to:**

- **Listen to more results**, same permit or different permit
- **Retrieve Inspector Message**
- **Get a Confirmation Number and end call.**
- **Return to Main Menu**

