

For Internal Use Only Date Received: _____ Approved Work Hours: _____ _____

REQUEST FOR SATURDAY/SUNDAY INSPECTION OR PRIOR TO OR AFTER NORMAL WORK HOURS

INSTRUCTIONS			
1) All information shall be provided and all signatures shall be complete prior to scheduling the inspection. 2) All fees shall be paid and scheduling of the inspection shall be completed by 4:00 PM the Thursday prior to the Saturday or Sunday Inspection. 3) Monday through Friday non-normal work hour (prior to 6:00 am and after 6:00 pm) requests must be received a minimum of 48 hours prior to requested inspection time. 4) Email completed form to: RCIDPermits@rcid.org .			
CONTACT / CONTRACTOR INFORMATION			
Company Name:			
Requestor Name:		Phone:	
Requestor Signature:		Email:	
INSPECTION INFORMATION			
Location		Permit #:	
Date of Inspection:		Time:	
Type of Inspection:			
Jobsite Contact Person:		Phone:	
Reason for Request:			
INSPECTION APPROVED BY (SIGNATURES REQUIRED)			
Manager or Deputy Manager:		Date:	
Chief Inspector:		Date:	
Inspector Assigned:		Date:	
FEES			
Saturday or Sunday inspections are approved on an emergency basis only by the Building Official and will be charged the following rates: <ul style="list-style-type: none"> ♦ Saturday - \$325.00 for a four (4) hour minimum, \$650.00 for five (5) to eight (8) hours. ♦ Sunday - \$650.00 for a four (4) hour minimum, \$1,300 for five (5) to eight (8) hours. Prior to 6:00am & after 6:00pm - \$325.00 for a four (4) hour minimum, \$650.00 for five (5) to eight (8) hrs.			