

## Online Inspections

- ◆ Inspections may be scheduled up to five days in advance
- ◆ Online cancellations are allowed up to the beginning of business day of the scheduled inspections
- ◆ Accessible virtually 24/7
- ◆ Leave notes or instructions for inspector
- ◆ Inspection results are available by the end of the business day of the scheduled inspection
- ◆ View complete inspection history , including inspector comments



Access Construction Services Online by clicking on this icon from the



Development Services Home Page

[www.clarkcountynv.gov/depts/development\\_services](http://www.clarkcountynv.gov/depts/development_services)



## STEP BY STEP...

### Scheduling

- From the Construction Services Online screen, click on 'Schedule or Cancel Inspections'
- Enter your permit number, Submit
- Click on 'Schedule an Inspection'
- Select the appropriate permit
- Select the inspection from the listing. If the inspection you need does not display, click on 'Schedule an inspection not on this list' to display more options
- Choose the inspection date
- Add inspection contact name and phone number and any additional comments for the inspector, Continue
- Click on Finish if request is complete, or select 'Schedule Another Inspection'

### Canceling

- From the Construction Services Online screen, click on 'Schedule or Cancel Inspections'
- Enter your permit number, Submit
- Click on 'Cancel an Inspection'
- Select the appropriate permit
- Select the inspection to cancel from the listing of scheduled inspections.
- Confirm cancellation with 'Yes' selection
- To reschedule the inspection for another day, click on Schedule/Cancel Inspections from the blue menu bar to the left of the screen
- Follow the Scheduling procedure found on this page to reschedule

### Results/History

- From the Construction Services Online screen, click on 'Schedule or Cancel Inspections'
- Enter your permit number, Submit
- Click on 'Inspection Status'
- Select the appropriate permit
- The scheduled and resulted inspections will display. If there is no Status or Results Date displayed, the inspection has not yet been resulted.
- To view comments provided by the inspector, click on the inspection type to view.