

Fabrication Shop Inspection Authorization (FSIA) **Application**

Fabrication Shop Inspection Authorization application is for a non-approved (un-listed) fabrication facility location.

Must have an existing Citizen Access Portal (CAP) Account

If you have problems with the registration process, contact:

BDFabricatorsGroupDL@ClarkCountyNV.gov

If you have problems with an existing account, contact:

TechSystemsSupport@ClarkCountyNV.gov

Sign into the Citizen Access Portal (CAP):

<https://aca-prod.accela.com/CLARKCO/Default.aspx>

Forgot password – If you have forgotten your password, click on the "**Forgot Password?**" located below the sign in fields. The temporary password you receive via email will be used twice. First to login and again as the "**Old Password**" when prompted to change the password. New passwords must be at least "**8 characters**" long and have at least "**1 special character**".

Locked account – If your account is locked, please email: TechSystemsSupport@ClarkCountyNV.gov for assistance. Resetting the password does not unlock your account.

Global Search...

Q▼

Sign In

USERNAME OR EMAIL:*

PASSWORD:*

.....

Forgot Password?

SIGN IN

☐ Remember me on this device

Not Registered?

CREATE AN ACCOUNT

Please Login

Many online services offered by the County require login for security reasons. If you are an existing user, please enter your user name and password in the box on the right.

New Users

If you are a new user you may register for a free Citizen Access account. It only takes a few simple steps and you'll have the added benefits of seeing a complete history of applications, access to invoices and receipts, checking on the status of pending activities, and more.

Register Now »

Home

Building

Business Licenses

Comprehensive Planning

Fire Prevention

Public Works

My Folders (0)

Cart (1)

Account Management

Logout

Forgot password – If you have forgotten the "Old Password" when prompted to

Locked account – If your account is locked

Search Permits

Estimate Fees

Schedule an Inspection

Need Help?

Apply for Permits

Select "Building" first for drop-down menu and then select "Apply for permits"

Global Search...

Q

▼

Hello, ZZZZ

Saved in Cart (1)

View Cart

My Collection (0)

View Collections

You do not have any collections right now.

[Building Department](#)

Note: To print any ACA Reports from the drop down such as Job Cards, Approved Listings, etc you must open ACA in Incognito/InPrivate browser window. Ctrl + Shift + N will open the Incognito/InPrivate browser window from Google Chrome or Microsoft Edge.

If you have any questions, please email techsystemssupport@clarkcountynv.gov



Online Application

Welcome to Agency's Online Permitting System. Using this system you can submit and update information, pay fees, schedule inspections, track the status of your application, and print your final record all from the convenience of your home or office, 24 hours a day.

Please "Allow Pop-ups from This Site" in your browser. You must accept the General Disclaimer below before beginning your application.

General Disclaimer

While Clark County attempts to keep its Web information accurate and timely, Clark County neither warrants nor makes representations as to the functionality or condition of this Web site, its suitability for use, freedom from interruptions or from computer virus. No representation of proprietary rights. Web materials have been compiled from various sources and are subject to change without notice from Clark County as a result of updates and corrections.

☐ I have read and accepted the above terms.

Continue Application »

1. Read General Disclaimer

2. Check Box

3. Select Continue Application

[Building Department](#)

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Select a Permit / Approved Listing Type

Choose one of the following available record types. For assistance or to apply for a record type not listed below please contact us at pacenter@clarkcountynv.gov or call 702-455-8972.



- ▶ Addressing Request
- ▶ Air Space Only Commercial Subdivision
- ▶ Alternative Plan Review Records
- ▶ Commercial Building Permits - Plans Required

▼ Fabricator Records

☐ Fabricator Listing

1. Select "Fabricator Records" first
and then "Fabricator Listing"

- ▶ Inspection Agency Records
- ▶ Life Safety Systems/Alternate Methods
- ▶ Online Solar - Field Review
- ▶ Residential Building Permits (Plans Required)
- ▶ Residential Manufactured Permits
- ▶ Sales Office to Garage Conversion
- ▶ Simple Online Permits
- ▶ STANDARD PLANS
- ▶ Sub-Trade Permits (Stand alone Plans Required)
- ▶ Subdivisions (Early Models)

2. Select "Continue
Application"

[Building Department](#)

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Fabricator Listing

1 Step 1

2 Review

3 Pay Fees

4 Record Issuance

Step 1: Step 1 > Page 1

* indicates a required field.

Fabricator

Click on "select from Account"

To add new contacts, click the Select from Account or Add New button. To edit a contact, click the Edit link.

[Select from Account](#)[Add New](#)[Look Up](#)

Select Contact from Account



Select a contact to attach to this application.
If the contact has multiple addresses, you can select which to use in the next step.

Showing 1-2 of 2

	Category	Type	
☐	Associated Contact	Individual	
☒	Associated Contact	Organization	

Select this for Organization

Continue

Select "Continue Application"

Discard Changes

Select Contact from Account



Fabxyz
Fabricator

Select contact addresses for this contact to attach to the record.

Required contact address type(s): Facility Address

Showing 1-1 of 1

☐	Address Type	Recipient	Address
☒	Facility Address		

Click on "Continue Application"

Continue

Discard Changes

Fabricator Listing

1 Step 1

2 Review

3 Pay Fees

4 Record Issuance

Step 1: Step 1>Page 1

* indicates a required field.

Fabricator

To add new contacts, click the **Select from Account** or **Add New** button. To edit a contact, click the **Edit** link.

✔ Contact added successfully.

Verify Information is correct

Home phone:
Mobile Phone:
Work Phone
Fax:

Edit Remove

▼ Contact Addresses

Add Address Information

To edit a contact address, click the address link.
Required contact address type(s): Facility Address

Verify address is correct

Showing 1-1 of 1

Address Type	Recipient	Address	Action
Facility Address			Actions 

Fabricator

To add new contacts, click the Select from Account or Add New button. To edit a contact, click the Edit link.

✔ Contact added successfully.

Fabxyz

qc@Fabzzz.com

Home phone:

Mobile Phone:

Work Phone: (702) 123-1212

Fax:

[Edit](#) [Remove](#)

▼ Contact Addresses

[Add Address Information](#)

To edit a contact address, click the address link.
Required contact address type(s): Facility Address

Showing 1-1 of 1

	Address Type	Recipient	Address	Action
	Facility Address			Actions ▼

QC Manager

Click on "Select from Account"

To add new contacts, click the Select from Account or Add New button. To edit a contact, click the Edit link.

[Select from Account](#)

[Add New](#)

[Look Up](#)

Select Contact from Account



Select a contact to attach to this application.

If the contact has multiple addresses, you can select which to use in the next step.

Showing 1-2 of 2

Check circle to select Individual
(This will be the QC Manager)

	Category	Type	Name
☒	Associated Contact	Individual	

☐ Associated Contact Organization

Select "Continue application"

Continue

Discard Changes

QC Manager

To add new contacts, click the Select from Account or Add New button. To edit a contact, click the Edit link.

✓ Contact added successfully.

Verify Info is correct.

Home phone:
Mobile Phone:
Work Phone:
Fax:

Edit Remove

▼ Contact Addresses

Add Address Information

To edit a contact address, click the address link.

Showing 0-0 of 0

		Address Type	Recipient	Address	Action
--	--	--------------	-----------	---------	--------

No records found.

No address required for QC Manager

Fabrication Approval Request

Fabricator Information

The applicant must comply with the technical guidelines 1, 2, & 3. Please select the type of fabricator approval from the drop down list and then check the type of material.

* Fabricator Listing:

* Project Address:

* Project Specific Information:

* Jurisdiction:

* Project Name:

* Scope of Work:

* Building Permit Number:

Fabricator Website:

What is the Project Name?

What is the Scope of Work?

Make sure you have the correct Permit

Select "Shop Inspection Authorization"

Select the Jurisdiction where the project is located

Custom Fields

3RD PARTY AUDIT AGENCY

Type in the name of the agency that will perform the required 3rd party audit. For active approved agencies go to Clark County Approved Inspection Agency Listing

* Inspection Agency:

Indicate the inspection being used

Proceed to the How to Guides for locating a Clark County approved inspection agency

Accreditation

Accreditation Programs

Select the applicable program.

Custom Fields

3RD PARTY AUDIT AGENCY

Type in the name of the agency that will perform the required 3rd party audit. For active approved agencies go to [Clark County Approved Inspection Agency Listing](#)

* Inspection Agency:

Accreditation

Accreditation Programs

Select the applicable program.

Inspection / Testing Authorization Request

SHOP INSPECTION AUTHORIZATION

Shop Inspection Authorization letters are for one project. Type in the name of the agency that will perform the required Shop Inspection. For active approved agencies go to [Clark County Approved Inspection Agency Listing](#)

Visual Inspection: ☐
Non-Destructive Testing: ☐

Select either Visual Inspection or Non-Destructive Testing or Both

Select "Continue Application"

[Continue Application »](#)

[Save and resume later](#)

Home

Building

Business Licenses

Comprehensive Planning

Fire Prevention

Public Works

Announcements ▼

Logged in as: ZZZZ

My Folders (0)

Cart (1)

Account Management

Logout

Building Department

Note: To print any ACA Reports from the drop down such as Job Cards, Approved Listings, etc you must open ACA in Incognito/InPrivate browser window. Ctrl + Shift + N will open the Incognito/InPrivate browser window from Google Chrome or Microsoft Edge.

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Global Search...



Fabricator Listing

1 Step 1

2 Review

3 Pay Fees

4 Record Issuance

Step 1: Step 1 > Page 2

* Indicates a required field.

Custom Fields

PLAN ROOM ACKNOWLEDGEMENT

* I acknowledge that I ☐
will upload plans,
supporting
documentation, and
attachments:

Check Box and select
"Continue Application"

Continue Application »

Save and resume later

Building Department

Note: To print any ACA Reports from the drop down such as Job Cards, Approved Listings, etc you must open ACA in Incognito/InPrivate browser window. Ctrl + Shift + N will open the Incognito/InPrivate browser window from Google Chrome or Microsoft Edge.

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Global Search...

Q

▼

Fabricator Listing

1 Step 1

2 Review

3 Pay Fees

4 Record Issuance

Step 2: Review

Continue Application »

Save and resume later

Please review all information below. Click the "Edit" buttons to make changes to sections or "Continue Application" to move on.

Permit / Approved Listing Type

Fabricator Listing

Fabricator

Edit

Organization

Business Phone:

E-mail:

QC Manager

Edit

Individual

E-mail:

Company Name:

Preferred Channel:Email

Fabrication Approval Request

Fabricator Information

Fabricator Listing: Shop Inspection Authorization

Project Address:

Project Specific Information: steel

Jurisdiction: Clark County

Project Name:

Scope of Work: steel

Building Permit Number: BD25-99999

Fabricator Website:

Edit

Custom Fields

3RD PARTY AUDIT AGENCY

Inspection Agency: ABC Inspection

Edit

Accreditation

Accreditation Programs

Edit

Inspection / Testing Authorization Request

SHOP INSPECTION AUTHORIZATION

Visual Inspection:

Yes

Non-Destructive Testing:

No

Edit

Custom Fields

PLAN ROOM ACKNOWLEDGEMENT

I acknowledge that I will upload plans, supporting documentation, and attachments:

Yes

Edit

I certify that I have read and understand the instructions that accompany this application and that the statements made as part of this application are true, complete, and correct and that no material information has been omitted. By checking the box below, I understand and agree that I am electronically signing and filing this application.

☐ By checking this box, I agree to the above certification.

Date:

Continue Application »

Check the Box and select "Continue Application"

Save and resume later

[Building Department](#)

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Global Search...

Q

- 1 Select item to pay
- 2 Payment information
- 3 Receipt/Record issuance

Step 3: Receipt/Record issuance Disregard Step 3 for Receipt/Record Issuance. You will receive an invoice once we complete the process on our end.

Thank You

If you made a payment your receipt is being emailed to you.
Please print a copy of the receipt for your records.

This will be your
Permanent Record

No Address

FAB-0:

Building Department

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Global Search...

Q

Record: FAB-03155-RN03252026

Status: INTAKE

Record Details	Summary	Uploads	Issues	Conditions	Notes	Approved
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Review Plan Cycle # 1

1 Upload

2 Sheets

3 Review

Browse or drag and drop the desired files to upload. Once all files are added, the **Upload and Validate** button is displayed. Click on it to validate the files and add them to your review package. When all of the desired files are uploaded and validated, click the **Continue** button to prepare your files for review.

Note: Please do not combine plans and documents of various types into a single PDF document.

Drag and drop files here or

Browse

Select this to upload documents from your files

Files								
Name	Description	Type	Status	Uploaded By	Date	Signature		

Continue

Building Department

Note: To print any ACA Reports from the drop down such as Job Cards, Approved Listings, etc you must open ACA in Incognito/InPrivate browser window. Ctrl + Shift + N will open the Incognito/InPrivate browser window from Google Chrome or Microsoft Edge.

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Global Search...

Record: FAB-03155-RN03252026

Status: INTAKE

Record Details	Summary	Uploads	Issues	Conditions	Notes	Approved
----------------	---------	---------	--------	------------	-------	----------

Review Plan Cycle # 1

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Note: Please do not combine plans and documents of various types into a single PDF document.

An Example

Example Document.pdf

Drag and drop files here
or

Browse

Select Document
Type from drop-down
menu

Certifications

AISC Cert 2026

Description of Document

Upload and Validate

Files

Remove

Name	Description	Type	Status	Uploaded By	Date	Signature		
------	-------------	------	--------	-------------	------	-----------	--	--

Continue



Drag and drop files here
or

Browse

Select the
appropriate
document type

Select a document type...



Select a document type...



Certifications

Fabricator Audits

Fabricator Shop Inspection Letter



Quality System Manual

Select a document type...



Description...

Select a document type...



Description...

Upload and Validate



Drag and drop files here
or

Browse

Certifications



Cert. 1

Enter description
on all documents

Fabricator Shop Inspection Letter



FSIA application form

Quality System Manual



QSM Rev. 0

Certifications



Cert. 2

Once all documents
are entered,
Click Here.

Upload and Validate

Building Department

Note: To print any ACA Reports from the drop down such as Job Cards, Approved Listings, etc you must open ACA in Incognito/InPrivate browser window. Ctrl + Shift + N will open the Incognito/InPrivate browser window from Google Chrome or Microsoft Edge.

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**Record: FAB-03155-RN03252026****Status:** INTAKE

Record Details

Summary

Uploads

Issues

Conditions

Notes

Approved

Review Plan Cycle # 1

1 Upload

2 Sheets

3 Review

Browse or drag and drop the desired files to upload. Once all files are added, the **Upload and Validate** button is displayed. Click on it to validate the files and add them to your review package. When all of the desired files are uploaded and validated, click the **Continue** button to prepare your files for review.

Note: Please do not combine plans and documents of various types into a single PDF document.



Drag and drop files here
or

Browse

Files

Name	Description	Type	Status	Uploaded By	Date ▼	Signature		
Example Document.pdf	AISC Cert 2026	Certifications	VALIDATED	Chancey	3/25/2026			

Select to Continue

Continue

Building Department

Note: To print any ACA Reports from the drop down such as Job Cards, Approved Listings, etc you must open ACA in Incognito/InPrivate browser window. Ctrl + Shift + N will open the Incognito/InPrivate browser window from Google Chrome or Microsoft Edge.

If you have any questions, please email techsystemssupport@clarkcountynv.gov

Global Search...



Record: FAB-03155-RN03252026

Status: INTAKE

Record Details	Summary	Uploads	Issues	Conditions	Notes	Approved
----------------	---------	---------	--------	------------	-------	----------

Review Plan Cycle # 1

1 Upload

2 Sheets

3 Review

Please review the information below and ensure you have uploaded all of the plans and documents for this review cycle. Click the **Edit** buttons to make any needed changes or to upload any remaining documents. Once you click **Finish**, your review cycle will begin and additional documents cannot be uploaded until after the review cycle has been completed.

Description

Please enter a description of the plans and documents you are uploading here...

Save

Files

Edit

These are all the files that will be submitted with this package.

Name	Description	Type	Status	Updated By	Updated Date	Signature
Example Document.pdf	AISC Cert 2026	Certifications	PROCESSED	Chancey	3/25/2026	

Finish

Select Finish

[Building Department](#)

Note: To print any ACA Reports from the drop down such as Job Cards, Approved Listings, etc you must open ACA in Incognito/InPrivate browser window. Ctrl + Shift + N will open the Incognito/InPrivate browser window from Google Chrome or Microsoft Edge.

If you have any questions, please email techsystemssupport@clarkcountynv.gov

Your Done

**Success.**

Your review package has been submitted.

Record: FAB-03155-RN03252026

Status: **SUBMITTED**

Record Details

Summary

Uploads

Issues

Conditions

Notes

Approved

Review Plan Cycle # 1

Name: Review Plan Cycle # 1

Description:

Status: Submitted

Date created: 3/25/2026, 12:29:11 PM

Date submitted: 3/25/2026, 12:36:45 PM

Files

Name	Description	Type	Updated By	Updated Date	Pages	Signature
Example Document.pdf	AISC Cert 2026	Certifications	Chancey	3/25/2026	1	