

After-Hours/Overtime Inspection Request

Project Name: _____

Permit No.: _____

Job Address/Suite No.: _____

Inspection Contact Name: _____

Phone: _____ Email: _____

The purpose of this form is to request after-hours, weekend, or holiday inspections services. Extended inspection hours are offered for your convenience and will be scheduled based upon availability of inspectors.

1. Complete this request form and select the desired after-hours inspection option below.
A separate form must be submitted for each permit.
2. Once complete, please email the request to ezpermit@cityofsacramento.org.
3. If an inspector is available to perform the inspection, an invoice will be produced to be paid online or at the Public Counter (300 Richards Blvd., 3rd Floor) during public business hours or by appointment.
4. After the invoice has been paid, the inspection will be scheduled, and the applicant will be notified by phone or email.

Cost

All after-hours/overtime inspections are charged the current staff hourly rate, at time and a half, with a two hour minimum paid in advance (**\$642.00 minimum fee**). Inspections requesting more than two hours will be charged the overtime rate of \$321.00 per hour.

Requested Day and Timeframe

Inspection Request Date: _____ Time: _____ a.m. / p.m.

Number of Hours Requested: _____

Requested Inspection

- Before/After-Hours Inspection – Inspections immediately before or after the inspector’s regular workday, which is Monday through Friday between 7:30 a.m. and 3:00 p.m.
- Weekends and Scheduled Holidays – Inspections performed Saturdays, Sundays, and City holidays; provide at least two business days of advanced notice.

Discipline/Inspection Type

Building Plumbing Mechanical Electrical

Permit Type

Residential Commercial

Comments and/or special instructions for inspector:

FOR OFFICE USE ONLY

Date of Inspection: _____

Time of Inspection: _____

Inspector's Name: _____

Fees Payment Verified: Yes or No

*Fee: \$ _____

Supervisor approval initials _____

**Current staff hourly rate, at time and a half, with a two hour minimum per discipline.*