



# TOWN OF WHITBY INSPECTION REQUEST BY FAX INSTRUCTIONS

On the first part of this form, please provide the date of inspection, Inspector's name, builder's name, site contact's name and the number of pages if there are more than one.

On the second part of this form, please provide the **Permit Number** which must include the year.

PERMIT #	INSPECTION #	LOT and PLAN NUMBER OR MUNICIPAL ADDRESS	COMMENTS
<i>08-100101</i>	<i>1</i>	<i>21 40M2326</i>	

Permit number must include the year **08**-100101.

Provide the **Inspection Type**: by first choosing either the building or plumbing column and then the number that corresponds to the inspection required, which can be found on the lists at the bottom of the form.

PERMIT #	INSPECTION #	LOT and PLAN NUMBER OR MUNICIPAL ADDRESS	COMMENTS
<i>08-100101</i>	<i>3</i>	<i>21 40M2326</i>	

Request is for a framing inspection.

- BUILDING INSPECTIONS**

  1. FOOTING
  2. FOUNDATION / RWL
  3. FRAMING
  4. INSULATION
  5. GARAGE CEILING INSULATION
  6. FINAL INTERIOR (BUILDING)
  7. FINAL EXTERIOR
  8. FINAL DETACHED GARAGE

- PLUMBING INSPECTIONS**

  9. OUTSIDE SAN/STORM/WATER
  10. INSIDE SANITARY & STORM
  11. UNDERGROUND ROUGH-IN
  12. UPPER ROUGH-IN
  13. FINAL INTERIOR (PLUMBING)

Provide the **Lot and Plan Number or Municipal Address**.

PERMIT #	INSPECTION #	LOT and PLAN NUMBER OR MUNICIPAL ADDRESS	COMMENTS
<i>08-100101</i>	<i>1</i>	<i>21 40M2326</i>	
<i>07-100063</i>	<i>2</i>	<i>123 BROCK ST. S.</i>	

Lot and plan number or municipal address or both if you have them.

Any comments or requests can be placed in the **COMMENTS** column.