



DEPARTMENT OF COMMUNITY PLANNING, HOUSING and DEVELOPMENT
 Inspection Services Division
 2100 Clarendon Blvd., Suite 1000, Arlington, VA. 22201
 Tel 703-228-3800 Fax 703-228-7046 building.arlingtonva.us

REQUEST FOR AFTER-HOURS INSPECTION

After-hours inspections are not conducted between 11 p.m.-5 a.m., with exceptions for disaster emergencies, or special request approved by the building official. After-hours inspections require advance approval by Inspection Services Division, prior to acceptance of payment.

Requested Inspections

Permit number: _____

Address: _____

Requested inspection date: _____

Time (start): _____ Time (end): _____

Type of inspection(s): _____

Number of inspectors required: _____

Reasons for after-hours inspection: _____

Inspection Requested By:

Property Owner: _____

Contractor: _____

Contact Person: _____

Address: _____

Phones (please state an on-site working phone/cell phone): _____

Signature of Property Owner or Owner's Agent: _____

Date: _____

Disclaimer

The above-named property owner requests an after-hours inspection to be performed per the information stated below. An overtime fee will be charged for the inspection: \$109 for a minimum two-hour inspection, with \$54 per hour, per inspector for each additional hour. All after-hours inspections must be requested and paid for after management approval. It is recommended to schedule the after-hours inspection at least three (3) weeks in advance to allow for ISD to meet your time frame requirements. The owner or the owner's authorized agent **must** be present during the entire inspection. For information regarding after-hours inspections and fee rates, please call (703) 228-3800.

For Office Use Only

Inspector:

Paid IDate stamp

Approved by date:

Receipt #: