

Catoosa County

Building Department
184 Tiger Trail
Ringgold, GA 30736
(706)965-4226 FAX (706)965-4104

Request for Building Inspection

To request a building inspection by fax machine, complete all of the following information and fax to the Catoosa County Building Department at (706)965-4104. All faxed building inspection requests must be received prior to **4:30 p.m.** for next business day inspections. Inspections requested on weekends, holidays, and mandatory furlough days will be scheduled the next workday. Download forms at www.Catoosa.com, key word Catoosa County Forms
Note: Catoosa County reserves the right to modify the requested time and/or date of a requested inspection based on inspector scheduling and availability. If such modification is necessary, you will be notified by phone of the required change. Please complete all sections.

(Please Print)

ANYTIME EARLY A.M. LATE A.M. EARLY P.M. LATE P.M.

Date for Inspection: _____ Today's Date: _____

Requested by: _____ Phone: _____

Subdivision Name: _____

Permit Number	Lot #	Job Address	Inspection #

Notes: _____

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1. BMP'S
 2. FOOTING/TEMP. POWER
 3. FOUNDATION
 4. FLOOR FRAMING
 5. BRACED WALL PANEL INSP.
 6. ROUGH-IN (FRAMING, ELECTRICAL, PLUMBING, MECHANICAL)
 7. EXTERIOR WALL COVERING
 8. INTERIOR WALL INSULATION
 9. PRE-FINAL ELECTRICAL PERM. POWER
 10. FINAL INSPECTION

Catoosa County Inspection Request by Fax Instructions

On the first part of the form, please check the approximate time of day for Inspection.

ANYTIME EARLY A.M. LATE A.M. EARLY P.M. LATE P.M.

- **Date for Inspection** – Print the date that you are requesting the Inspection
- **Today’s Date** – Print the current date that you are filing the request.
- **Requested by** - Print the name of the person who is requesting the inspection
- **Phone:** Print the Phone number of the requesting individual, so that they can be contacted for confirmation.
- **Subdivision Name** – Print the name of the Subdivision that the property is located, if not part of a subdivision leave blank.

Date for Inspection: _____ 05-10-09 _____ Today’s Date: _____ 05-09-09 _____

Requested by: _____ Larry Gregory _____ Phone: _____ 423-555-1234 _____

Subdivision Name: _____ Evergreen Estates _____

On the second part, please insert the Permit Number, Lot #, Job Address, and Inspection Number.

Permit Number	Lot #	Job Address	Inspection #
09-1234		123 Evergreen Road, Ringgold	

Permit Number must include the year of the Permit 09

The Job Address would be the site of the inspection

Permit Number	Lot #	Job Address	Inspection #
	42		3

Insert Lot number if applicable

Inspection number 3 would be a FOUNDATION inspection

Any comments or request can be placed in the **Notes** section.