



City of Tualatin - Building Division  
 10699 SW Herman Rd  
 Tualatin, OR 97062  
 503-691-3044  
[www.tualatin.gov](http://www.tualatin.gov)

## After-Hours Inspection Request

Project Name : \_\_\_\_\_

Permit No.: \_\_\_\_\_

Job Address/Suite No. : \_\_\_\_\_

Inspection Contact Name : \_\_\_\_\_

Cell No.: \_\_\_\_\_ Email: \_\_\_\_\_

The purpose of this form is to request after-hours, weekend, or holiday inspections services. Note that these inspections are subject to inspector availability.

1. Complete the 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 **building@tualatin.gov**
3. If an inspector is available to perform the inspection, the charge will be added to your permit for payment online or at the Community Development counter. **Minimum fee is \$100.**
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-hour inspections require a minimum fee payment of \$100 paid in advance for a one hour inspection. Inspections requiring more than one hour will be assessed based upon an hourly rate of \$100.

### 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 7:00 a.m. and 4:00 p.m. You must provide at least two business days advanced notice.

### Discipline/Inspection Type

Building     Plumbing     Mechanical     Fire Sprinkler     Fire Alarm