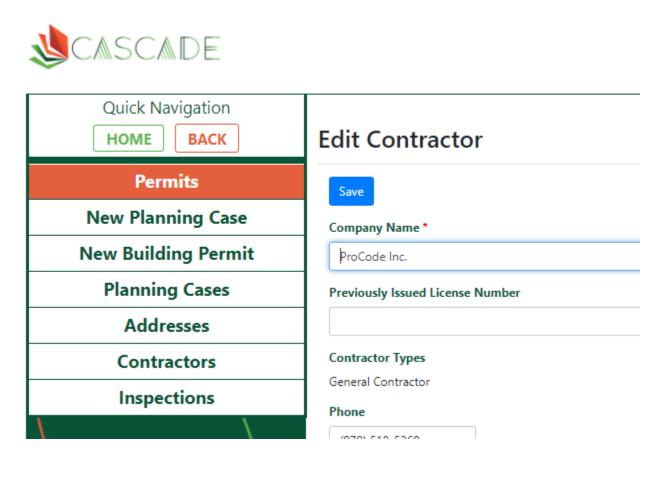


Scheduling Inspections

1. After logging into your account in Cascade go to the Permits link on the left sidebar.





2. Choose the permit that you want to schedule inspections for.

	Permits								
٦	Save Grid Settings	Save Grid Settings							
	+ Add new Permit	Show/Hide Contractors	+l+ Toggle Columns	🛙 Filter Subm					
٦	Permit Number 🕴	✓ Jurisdiction Name	▼ Stre	et Address					
٦	20BRD-00727	Cascade	548	MOUNTAIN AVE					
٦	20BRD-00726	Cascade	205	TURNER AVE BE					
	20BRD-00723	Cascade	125	5 CEDAR DR BEF					
	20BRD-00721	Cascade	619	WELCH AVE BEF					

3. Click on the Inspections Tab.

	RES MAJOR WF (5-	2020)						
۲	Cascade - Permits - 20BRD-00727							
	Accessory Dwelling Unit - 548 MOUMAIN AVE, BERTHOUD, 805130000							
_	Previous Next							
	Permit will expire on 1	2/7/2021 🟓						
	Application Information	Inspections	Fee Payments	Workflow Steps	Documents			
_	Back							
-	Step Workflow Step	A	ssigned To	Assi	gn Date	Sta		
	Application			-N/A	-	۵c		



4. Select the inspections that you want to schedule.

		(Rough Electric - 1	In Progress
			Rough Frame - 1	In Progress
			Rough Mechanical - 1	In Progress
	2	C Roughs	Rough Plumbing - 1	In Progress
	2	hs	Permanent Meter - 1	In Progress
			Gas Test - 1	In Progress
\mathbf{i}			Exterior Sheathing - 1	In Progress

5. After your selection click on the Schedule Selected button at the top of the page.

Inspector	Phone	Actions
		SCHEDULE SELECTED
		RESULT -
Jonathan Gesick		RESULT

6. You will see the list of the selected inspections. Enter the Phone Number, date you want the inspection to be performed, Time Range, and any notes for the inspector. When done click the Save button. If you need to select different inspections hit the Back button to exit.

CASCAL

Permit will expire on 12/7/2021					
Application Information Inspections Fee Payments Workflow Steps Documents					
Schedule Rough Electric, Rough Frame, Rough Mechanical, Rough Plumbing, Permanent Meter, Gas Test					
Save Back					
Inspector Name					
	Ψ.				
Phone Phone					
Schedule Time					
Mag 11 2021					
Time Range					
	•				
Status					
In Progress	Ÿ				
Scheduled Notes					
	//				
Save Back					

7. Your inspections have been scheduled. The inspector will be assigned by staff. If you received an email page you may add email recipients to the bottom of the page with a message and click on send or don't send for no message.

To check your inspection, you can either look in the inspections page for the status and results or go to the inspections page by clicking on the Inspections link in the left sidebar.



If you need assistance, please contact the building department at email@procodeinc.net