



CITY OF
PALO ALTO

DEVELOPMENT SERVICES – BUILDING INSPECTION

REQUEST FOR AFTER HOURS OR WEEKEND INSPECTION

The normal work hours are Monday through Friday, 6:00 AM – 4:00 PM

PLEASE NOTE:

- A minimum of five (5) business days are required to process the request.
- A request may be granted only upon availability of personnel.
- The inspection will be cancelled, and the fee will be forfeited if the project is not ready for inspection.

Permit Number: _____ Job Site Address: _____

Project Manager: _____ Superintendent: _____

Phone: _____ Phone: _____

Sub-Contractor: _____ Alternate Job Site Contact: _____

Phone: _____ Phone: _____

Inspection Date: _____ Time Requested: _____ AM _____ PM

Building Occupied: Yes No Inspection(s): _____
(3-Digit Inspection Code)

Purpose of Inspection:

Number of Hours Requested: _____ (Minimum of 2 hours is required if not extending existing working hours)

_____ Printed Name	_____ Signature	_____ Date
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***** PLEASE DO NOT WRITE ON THE SECTION BELOW *****

_____ Manager Approval	_____ Date
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Notes: _____ Assigned Inspector: _____