



Building Department



# Inspection Scheduling Instructions

Schedule | Cancel | Reschedule | Check Results  
Includes Complete List of Inspection Codes



To schedule by text message, text "Schedule" to **833-454-1239**



To schedule by phone, call **941-483-5907**



To schedule online, go to **venicegov.com/government/online permitting services**



## Schedule by Text

via the Relay SelecTXT system

- 1 Enter one of the following into you text messaging app

"SCHEDULE"  
to schedule an inspection

"CANCEL"  
to cancel an inspection

"RESCHEDULE"  
to reschedule an inspection

"RESULTS"  
to obtain inspection results

- 2 Send it to **833-454-1239**
- 3 Follow the interactive prompts for entering your permit number, inspection code, and other details



## Schedule by Phone

via the Relay IVR for Permits

- 1 Dial **941-483-5907**
- 2 Make a choice from the menu and enter the corresponding keypress

Press [1]  
to schedule an inspection

Press [2]  
to cancel or reschedule an inspection

Press [3]  
to obtain inspection results

Press [0]  
to speak to department staff

- 3 Follow the spoken prompts for entering your permit number, inspection code, and other details

## Completion Finals

- 118 \*\*Re-roof Final
- 212 \*\*Pool Final
- 199 \*\*Building Final
- 299 \*\*Electrical Final
- 399 \*\*HVAC Final
- 499 \*\*Plumbing Final
- 599 \*\*Fire Final
- 699 \*\*Gas Final
- 799 \*\*Stormwater Final
- 899 \*\*Zoning Final

## Building / Structural

- 117 Accessibility
- 105 Column
- 116 Fill Cell
- 113 Fire Wall / Penetration
- 104 Floor Slab
- 101 Footing (no stemwall)
- 102 Foundation (footing/stemwall)
- 114 Framing (w/fire stop)
- 123 Grounding/Pool Steel
- 115 Insulation
- 106 Lintel/Plaster/Beam
- 103 Mono-Slab (footing/slab)
- 121 Open Trench/ Pressure
- 122 Pool Deck Footer
- 120 Pool Steel/Main Drain
- 109 Roof Dry-In
- 112 Roof In-Progress (<50%)
- 108 Roof Sheathing (new/re-nail)
- 119 Tie Down (mobile home)
- 124 Soffit/Siding In Progress

- 125 Soffit/F Channel In Progress
- 126 Stucco Lathe/Veneers
- 111 Truss Tie Down
- 107 Wall Sheathing/ Sheer
- 110 Window/Door Buck
- 198 Building Final

## Electrical

- 210 Bonding Deck
- 209 Bonding Pool Steel
- 205 Electrical (Ceiling)
- 202 Electrical Rough In
- 201 Grounding (footer steel)
- 208 Low Voltage
- 211 Pool Alarm Safety
- 207 Service Change
- 204 Slab/Elect Underground
- 203 T-Pole/Tug
- 298 Electrical Final

## Mechanical

- 305 Duct System
- 303 Exhaust Hood
- 301 HVAC Rough
- 302 HVAC Underground
- 398 HVAC Final

## Plumbing

- 401 1st Plumbing Rough
- 402 2nd Plumbing Rough
- 406 Backflow
- 426 Grease Trap
- 409 Main Drain
- 410 Plumbing Accessible
- 407 Plumbing DWV
- 408 Plumbing Fixture
- 405 Sewer

- 403 Tub Set
- 404 Water Service
- 498 Plumbing Final

## Fire

- 507 Emergency Power System
- 503 Fire Alarm Final
- 510 Fire Damper
- 509 Fire Door
- 508 Fire Main
- 506 Fire Pump

- 502 Fire Sprinkler Final
- 501 Fire Sprinkler Rough
- 505 Fire Standpipe
- 504 Fire Suppression
- 598 Fire Final

## Gas

- 601 Gas Rough/Test
- 602 Gas Tank
- 698 Gas Final

Use Express Commands to schedule even quicker with a single message TXT To: **833-454-1239**

To **SCHEDULE** an inspection:

S	Permit number	Inspection code	Preferred date (mm/dd)
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ex. for Tub Set on permit BLD20-04913 txt: S 20-04913 403 06/07

To **CANCEL** an inspection:

C	Permit number	Inspection code
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ex. for Tub Set on permit BLD20-04913 txt: C 20-04913 403

To **RESCHEDULE** an inspection:

RESCH	Permit number	Inspection code	Preferred date (mm/dd)
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ex. for Tub Set on permit BLD20-04913 txt: RESCH 20-04913 403 06/07

To **CHECK RESULTS** for an inspection:

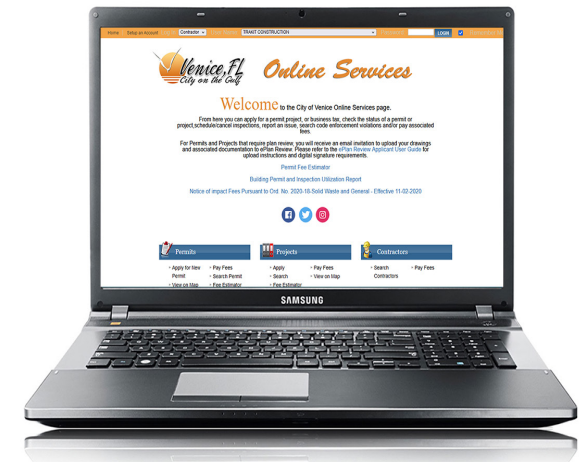
R	Permit number	Inspection code
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ex. for permit BLD20-04913 txt: R 20-04913



**Schedule online**  
via the eTRAKiT Dashboard

- 1 Go to : **venicegov.com/government/online**  
**permitting services**



- 2 Log in using your contractor account
- 3 From your dashboard, choose the permit link, open the inspections tab, choose schedule and follow the interactive prompts

Need further assistance?  
Call the Building Division at **941-486-2626**

