Before Calling, You will need:
1. Your Permit, Case or Application Number
2. Inspection codes, if scheduling an inspection (see list of codes on reverse side)

To Begin: DIAL 915-313-6100

Choose from the following options:
Press 1 for English
Press 2 for Spanish

THEN Select
Press 1 to schedule an inspection
Press 2 to cancel an inspection
Press 3 to hear inspection results
Press 0 to speak to Staff
Press * for General Information
Press # to return to the previous menu

To Schedule an Inspection
Example BCAD11-02345
A.) Enter the complete Permit number
   BCAD11-02345= 22231102345 (See List)
B.) QuikTrac will repeat the number and the address
C.) Enter Inspection code (See List or Press *)
D.) Select Inspection Date
   1. Next Working Day From Call Date
   2. Two Working Days From Call Date
   3. Three Working Days From Call Date
   4. Four Working Days From Call Date
   5. Five Working Days From Call Date
E.) Enter Your Phone Number where you can be reached followed by the # key
F.) Press 2 to continue
   Press # to re-enter the Inspection Date
G.) QuikTrac states Inspection Date and
   Press 1 Receive Confirmation Number and Hang Up
   Press 2 To schedule another inspection on Same Permit
   Press 3 To schedule an inspection on Different Permit
   Press 4 To Return to the main Menu
   Press 5 To Request for Automatic Notification

To Cancel an Inspection
Example BCAD11-02345
A.) Enter the complete Permit number
   BCAD11-02345= 22231102345
B.) QuikTrac will repeat the permit number and address
C.) Enter Inspection Code Number
D.) Select
   Press 1 to cancel Scheduled Inspection
   Press 2 to Reschedule an Inspection
   Press 3 to not alter the Schedule Date
   Press 5 To Receive a Fax of information
   Press # to return to previous menu
   Press 9 to repeat

To Schedule an Inspection
Example BCAD11-02345
A.) Enter the complete Permit number
   BCAD11-02345= 22231102345 (See List)
B.) QuikTrac will repeat the number and the address
C.) Enter Inspection code (See List or Press *)
D.) Select Inspection Date
   1. Next Working Day From Call Date
   2. Two Working Days From Call Date
   3. Three Working Days From Call Date
   4. Four Working Days From Call Date
   5. Five Working Days From Call Date
E.) Enter Your Phone Number where you can be reached followed by the # key
F.) Press 2 to continue
   Press # to re-enter the Inspection Date
G.) QuikTrac states Inspection Date and
   Press 1 Receive Confirmation Number and Hang Up
   Press 2 To schedule another inspection on Same Permit
   Press 3 To schedule an inspection on Different Permit
   Press 4 To Return to the main Menu
   Press 5 To Request for Automatic Notification

To Cancel an Inspection
Example BCAD11-02345
A.) Enter the complete Permit number
   BCAD11-02345= 22231102345
B.) QuikTrac will repeat the permit number and address
C.) Enter Inspection Code Number
D.) Select
   Press 1 to cancel Scheduled Inspection
   Press 2 to Reschedule an Inspection
   Press 3 to not alter the Schedule Date
   Press 5 To Receive a Fax of information
   Press # to return to previous menu
   Press 9 to repeat
**COMMERCIAL ADDITION**

Permits starting with **BCAD**

**QuikTrac**

**24-Hour Scheduling**

24 Hours a Day
Seven Days a week

915-313-6100

Schedule, Cancel and Reschedule
or
Check Inspection Results

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<tbody>
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<td>910 Sidewalk/Driveway/ Ramp Inspection</td>
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Permits starting with **BCAD**

**QuikTrac**

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Seven Days a week

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**QuikTrac**

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Permits starting with BCFD
QuikTrac
24-Hour Scheduling
24 Hours a Day
Seven Days a week
915-313-6100

Schedule, Cancel and Reschedule
or
Check Inspection Results

FOUNDATION

BCFD

810  Foundation Inspection
815  Foundation Partial Inspection
800 Final Building Inspection

FOUNDATION

BCFD

810  Foundation Inspection
815  Foundation Partial Inspection
800 Final Building Inspection

FOUNDATION

BCFD

810  Foundation Inspection
815  Foundation Partial Inspection
800 Final Building Inspection

FOUNDATION

BCFD

810  Foundation Inspection
815  Foundation Partial Inspection
800 Final Building Inspection

FOUNDATION

BCFD

810  Foundation Inspection
815  Foundation Partial Inspection
800 Final Building Inspection
Commercial BUILDING NEW Permits starting with BCNN QuikTrac 24-Hour Scheduling

24 Hours a Day Seven Days a week 915-313-6100

Schedule, Cancel and Reschedule or Check Inspection Results

COMMERCIAL NEW BCNN

200 Landscape Inspection
810 Foundation Inspection
815 Foundation Partial Inspection
820 In-Progress Inspection
830 Structural Inspection
835 Partial Structural Inspection
900 Driveway Inspection
905 Sidewalk Inspection
910 Sidewalk/Driveway/Ramp Inspection

210 Landscape Final
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940 Engineering Final
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Schedule, Cancel and Reschedule or Check Inspection Results

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| 810 | Foundation Inspection |
| 815 | Foundation Partial Inspection |
| 820 | In-Progress Inspection |
| 830 | Structural Inspection |
| 835 | Partial Structural Inspection |
| 1100 | ESD Inspection |
| 800 | Final Building Inspection |

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| 810 | Foundation Inspection |
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Commercial TENANT IMPROVEMENT
Permits starting with BCTI QuikTrac
24-Hour Scheduling

24 Hours a Day
Seven Days a week
915-313-6100

Schedule, Cancel and Reschedule
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Check Inspection Results

COMMERCIAL TENANT IMPROVEMENT
BCTI
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830 Structural Inspection
835 Partial Structural Inspection
400 Fire Department Final
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COMMERCIAL TENANT IMPROVEMENT
BCTI
810 Foundation Inspection
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COMMERCIAL TENANT IMPROVEMENT
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BUILDING DEMOLITION
Permits starting with BDEM
QuikTrac
24-Hour Scheduling
24 Hours a Day
Seven Days a week
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Schedule, Cancel and Reschedule
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DEMOlITION   BDEM
820 In-Progress Inspection
800 Final Building Inspection
940 Engineering Final

DEMOlITION   BDEM
820 In-Progress Inspection
800 Final Building Inspection
940 Engineering Final

DEMOlITION   BDEM
820 In-Progress Inspection
800 Final Building Inspection
940 Engineering Final
Electrical Permits starting with BELE QuikTrac
24-Hour Scheduling

24 Hours a Day
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Irrigation Permits starting with BIRR (2477)
QuikTrac
24-Hour Inspection Scheduling
Seven Days a week
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Schedule, Cancel and Reschedule
or
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Irrigation Inspections
205 Irrigation In-Progress Inspection
220 Irrigation Final Inspection

Irrigation Permits starting with BIRR (2477)
QuikTrac
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Irrigation Inspections
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Irrigation Permits starting with BIRR (2477)
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Irrigation Inspections
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220 Irrigation Final Inspection
Plumbing CHP
(Consumer Health Protection)
Permits starting with
BPCH (2741)
QuikTrac
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Plumbing CHP
(Consumer Health Protection)
Permits starting with
BPCH (2741)
QuikTrac
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Plumbing CHP
(Consumer Health Protection)
Permits starting with
BPCH (2741)
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Plumbing Permits starting with BPLG (2754)
QuikTrac
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Schedule, Cancel and Reschedule or Check Inspection Results

Plumbing Inspections

BPLG

700 Sewer Tap to Curb
705 Plumbing Sewer
710 Plumbing Underground Inspection
720 Plumbing Rough-in Inspection
725 Plumbing Top out
730 Plumbing Partial Inspection
740 Plumbing Final Inspection
745 Plumbing Gas Inspection

Plumbing Inspections

BPLG

700 Sewer Tap to Curb
705 Plumbing Sewer
710 Plumbing Underground Inspection
720 Plumbing Rough-in Inspection
725 Plumbing Top out
730 Plumbing Partial Inspection
740 Plumbing Final Inspection
745 Plumbing Gas Inspection

Plumbing Inspections

BPLG

700 Sewer Tap to Curb
705 Plumbing Sewer
710 Plumbing Underground Inspection
720 Plumbing Rough-in Inspection
725 Plumbing Top out
730 Plumbing Partial Inspection
740 Plumbing Final Inspection
745 Plumbing Gas Inspection

Plumbing Inspections

BPLG

700 Sewer Tap to Curb
705 Plumbing Sewer
710 Plumbing Underground Inspection
720 Plumbing Rough-in Inspection
725 Plumbing Top out
730 Plumbing Partial Inspection
740 Plumbing Final Inspection
745 Plumbing Gas Inspection
BUILDING PLACEMENT
Permits starting with BPLT (2758)
QuikTrac
24-Hour Scheduling

24 Hours a Day
Seven Days a week
915-313-6100

Schedule, Cancel and Reschedule
or
Check Inspection Results

PLACEMENT
810 Foundation Inspection
815 Foundation Partial Inspection
200 Landscape Inspection
830 Structural Inspection
835 Partial Structural
820 In-Progress Inspection
910 Sidewalk/Driveway Inspection
210 Landscape Final
400 Fire Department Final Inspection
800 Final Building Inspection
915 Sidewalk/Driveway Final Inspection
Residential Addition  BRAD
810 Foundation Inspection
815 Foundation Partial Inspection
820 In-Progress Inspection
825 Insulation Inspection
830 Structural Inspection
835 Partial Structural Inspection
840 Sheathing Inspection
845 Energy Inspection
850 Sheetrock Inspection
910 Sidewalk/Driveway/Ramp Inspection
800 Final Building Inspection
915 Sidewalk/Driveway/Ramp Final Insp

Residential Addition  BRAD
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### Residential ALTERATION

Permits starting with **BRAL (2725)**

**QuikTrac**

24-Hour Scheduling

**24 Hours a Day**

**Seven Days a week**

**915-313-6100**

Schedule, Cancel and Reschedule

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<td>Site Grading Inspection</td>
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<td>Sidewalk/Driveway/Ramp Final Inspection</td>
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**Residential New BRNN 915-313-6100 (2766)**
RIGHT OF WAY
(Sidewalk/Driveway)
Permits starting with
BROW (2769)
QuikTrac
24-Hour Scheduling
24 Hours a Day
Seven Days a week
915-313-6100

Schedule, Cancel and Reschedule
or
Check Inspection Results

BROW
820 In-Progress Inspection
900 Driveway Inspection
905 Sidewalk Inspection
910 Sidewalk/Driveway/Ramp Inspection
800 Final Building Inspection
940 Engineering Final

BROW
820 In-Progress Inspection
900 Driveway Inspection
905 Sidewalk Inspection
910 Sidewalk/Driveway/Ramp Inspection
800 Final Building Inspection
940 Engineering Final

BROW
820 In-Progress Inspection
900 Driveway Inspection
905 Sidewalk Inspection
910 Sidewalk/Driveway/Ramp Inspection
800 Final Building Inspection
940 Engineering Final

BROW
820 In-Progress Inspection
900 Driveway Inspection
905 Sidewalk Inspection
910 Sidewalk/Driveway/Ramp Inspection
800 Final Building Inspection
940 Engineering Final
Roofing Inspections
Permits starting with BRRF (2733)
QuikTrac
24-Hour Scheduling
24 Hours a Day
Seven Days a week
915-313-6100

Schedule, Cancel and Reschedule or Check Inspection Results

Roofing Inspections
820  In-Progress Inspection
800  Final Inspection

Roofing Inspections
Permits starting with BRRF (2733)
QuikTrac
24-Hour Scheduling
24 Hours a Day
Seven Days a week
915-313-6100

Schedule, Cancel and Reschedule or Check Inspection Results

Roofing Inspections
820  In-Progress Inspection
800  Final Inspection

Roofing Inspections
Permits starting with BRRF (2733)
QuikTrac
24-Hour Scheduling
24 Hours a Day
Seven Days a week
915-313-6100

Schedule, Cancel and Reschedule or Check Inspection Results

Roofing Inspections
820  In-Progress Inspection
800  Final Inspection
Residential SWIMMING POOL
Permits starting with BRSP (2777)
QuikTrac
24-Hour Scheduling

24 Hours a Day
Seven Days a week
915-313-6100

Schedule, Cancel and Reschedule
or
Check Inspection Results

RESIDENTIAL SWIMMING POOL
BRSP

810 Foundation Inspection
815 Foundation Partial Inspection
820 In-Progress Inspection
830 Structural Inspection
835 Partial Structural Inspection
800 Final Building Inspection

RESIDENTIAL SWIMMING POOL
BRSP

810 Foundation Inspection
815 Foundation Partial Inspection
820 In-Progress Inspection
830 Structural Inspection
835 Partial Structural Inspection
800 Final Building Inspection

RESIDENTIAL SWIMMING POOL
BRSP

810 Foundation Inspection
815 Foundation Partial Inspection
820 In-Progress Inspection
830 Structural Inspection
835 Partial Structural Inspection
800 Final Building Inspection
TENTS
Permits starting with
BTEN (2836)
QuikTrac
24-Hour Scheduling

24 Hours a Day
Seven Days a week
915-313-6100

Schedule, Cancel and Reschedule
or
Check Inspection Results

830 Structural Inspection
400 Fire Department Final Inspection
800 Final Building Inspection
SIDING
Permits starting with BSID (2743)
QuikTrac
24-Hour Scheduling
24 Hours a Day
Seven Days a week
915-313-6100
Schedule, Cancel and Reschedule
or
Check Inspection Results

SIDING
Permits starting with BSID (2743)
QuikTrac
24-Hour Scheduling
24 Hours a Day
Seven Days a week
915-313-6100
Schedule, Cancel and Reschedule
or
Check Inspection Results

SIDING
Permits starting with BSID (2743)
QuikTrac
24-Hour Scheduling
24 Hours a Day
Seven Days a week
915-313-6100
Schedule, Cancel and Reschedule
or
Check Inspection Results

SIDING
BSID
820  In-Progress Inspection
830  Structural Inspection
835  Partial Structural Inspection
800  Final Building Inspection

SIDING
BSID
820  In-Progress Inspection
830  Structural Inspection
835  Partial Structural Inspection
800  Final Building Inspection

SIDING
BSID
820  In-Progress Inspection
830  Structural Inspection
835  Partial Structural Inspection
800  Final Building Inspection
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<tr>
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<td>310 Electrical Service Release</td>
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</table>

Schedule, Cancel and Reschedule or Check Inspection Results
Permits starting with **BWIN (2946)**

**QuikTrac**

24-Hour Scheduling

24 Hours a Day
Seven Days a week

915-313-6100

Schedule, Cancel and Reschedule
or
Check Inspection Results

**830** Structural Inspection

**835** Partial Structural Inspection

**800** Final Building Inspection

**BWIN**
TEMPORARY AMUSEMENT
Permits starting with BTAM (2826)
QuikTrac
24-Hour Scheduling

24 Hours a Day
Seven Days a week
915-313-6100

Schedule, Cancel and Reschedule
or
Check Inspection Results

TEMPORARY AMUSEMENT BTAM
1100 ESD Inspection
320 Electrical Final
400 Fire Department Final Inspection
800 Final Building Inspection

TEMPORARY AMUSEMENT BTAM
1100 ESD Inspection
320 Electrical Final
400 Fire Department Final Inspection
800 Final Building Inspection

TEMPORARY AMUSEMENT BTAM
1100 ESD Inspection
320 Electrical Final
400 Fire Department Final Inspection
800 Final Building Inspection