

How to Cancel Inspections

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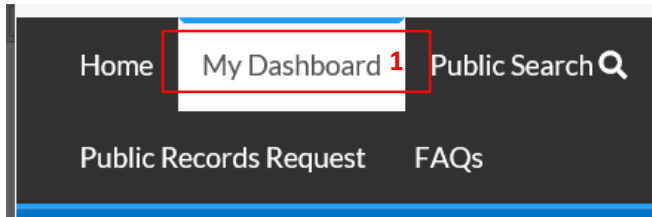
Information to Know

- Once the Building Department has scheduled your inspection, you will no longer be allowed to cancel the inspection online. You will have to cancel the inspection through the phone.
 - Please see [Cancelling an Inspection via Phone](#) down below for more instructions

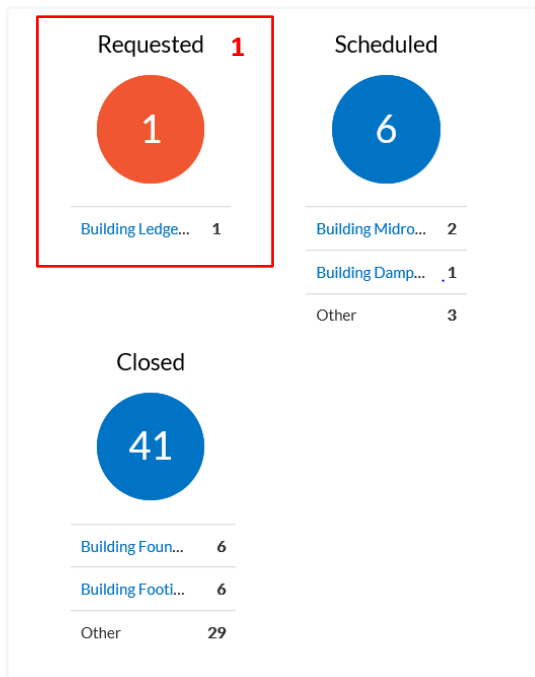
How to Cancel Inspections

Ways to Cancel an Inspection via CSS

My Dashboard – My Inspections



My Inspections 1



[View My Inspections](#)

1. By clicking on the Requested bubble, you will see your existing inspections that are still in the Requested inspection status.

My Existing Inspections

Search for Inspection Number, Inspec
Exact Match

Display Select Inspection Type

Sort

Inspection Number	Inspection Type	Address	Status	Case Type	Case Number	Reinspection	Requested Date	Scheduled Date
2 033554-2019	Building Ledger Backing	312 CTC BLVD Louisville, CO 80027	Requested	Permit	COM-0268-2019	No	08/01/2019	

2. Click on the inspection number you want to cancel

Inspection Number: 033554-2019

[Inspection Details](#) | [Tab Elements](#) | [Main Menu](#)

Inspection Type: Building Ledger Backing Requested Date: 08/01/2019

Requested Time: 12:00 AM

Inspection Status: Requested Scheduled Date:

Scheduled Time:

Link Type Name: Permit Completed Date:

Completed Time:

Link Number: COM-0268-2019 Inspector First Name: Randy

Inspector Last Name: Dewitz

Main Address: 312 CTC Louisville,CO 80027

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3. Once you are viewing the inspection number, you will see the Cancel Inspection option.

View – My Permits – Inspections tab

Home My Dashboard Public Search Apply **1** View

Public Records Request FAQs

PERMITS

1 > My Permits

INSPECTIONS

> Request an Inspection

> Today's Inspections

> My Inspection History

LICENSES

> My Contractor Licenses

Summary

Locations

Fees

Reviews

1 Inspections

Attachments

Contacts

Sub-Records

Holds

Meetings

More Info

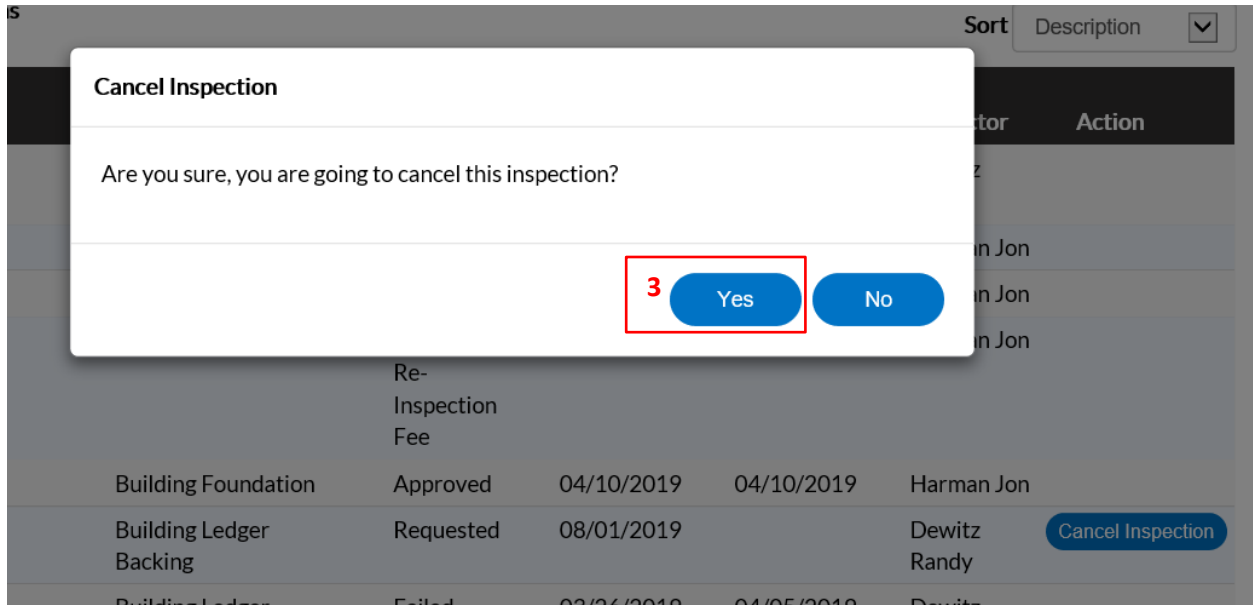
[Existing Inspections](#) | [Request Inspections](#) | [Optional Inspections](#) | [Next Tab](#) | [Permit Details](#) | [Main Menu](#)

Existing Inspections

Sort Description

View Inspection	Description	Status	Request Date	Scheduled Date	Inspector	Action
033517-2019	Building Damp Proofing	Requested	04/12/2019	04/12/2019	Dewitz Randy	
033526-2019	Building Footings/Piers	Requested	04/16/2019	04/16/2019	Harman Jon	
033500-2019	Building Footings/Piers	Cancelled	03/26/2019	03/27/2019	Harman Jon	
033502-2019	Building Foundation	Failed with Re-Inspection Fee	03/26/2019	07/03/2019	Harman Jon	
033515-2019	Building Foundation	Approved	04/10/2019	04/10/2019	Harman Jon	
033553-2019	Building Ledger Backing	Requested	08/01/2019		Dewitz Randy	2 Cancel Inspection
033501-2019	Building Ledger Backing	Failed	03/26/2019	04/05/2019	Dewitz Randy	
033516-2019	Building Structural Floor	Requested	04/12/2019	04/12/2019	Burm Tristan	

1. Go to the permit record and click on the Inspections tab.
2. In the Existing Inspections section, click on the Cancel Inspection option.



3. Select yes when you receive the Cancel Inspection pop up

Canceling an Inspection via Phone

1. Call the cancellation inspection line at 303-335-4584 before 8:30am to cancel a scheduled inspection.
2. Please leave a message giving us the following information:
 - a. Permit Number
 - b. Address
 - c. Type of Inspection
 - d. Contact Phone Number

*Please note that we will not call you back to confirm that your inspection has been cancelled by the Building Department. If you leave a voicemail, we will cancel the inspection.