



Gadsden County
Building Inspections Division
1-B E. Jefferson St./ Post Office Box 1799, Quincy, FL
32353
Phone: (850)875-8665 Fax: (850)875-7280

PRIVATE PROVIDERS PERFORMING INSPECTIONS ON BUILDING PERMITS

Inspection process:

1. Private Providers performing inspections must schedule all inspections **PRIOR** to performing them, using either the automated phone line or online portal, as noted in the permit package for County Inspections.
2. Results are to be emailed or faxed Gadsden County, Building Inspections Division within two business days and may be accompanied by photographic evidence of the inspection performed. Exclusion of the images may trigger an audit of the project.
3. Staff will monitor these emails for Private Provider inspection results and process them accordingly.

Inspection results emailed where inspections were not requested first will not be accepted and may trigger an audit of the project.

Acknowledged By:

_____	_____	_____
(Signature)	(Print Name)	(Date)
_____	_____	_____
(Signature)	(Print Name)	(Date)
_____	_____	_____
(Signature)	(Print Name)	(Date)