



Inspections & Permits Department
 316 North Academy Street
 Cary, NC 27513
 (919) 469-4046 Fax: (919) 462-3840
 Email: buildingsafety@townofcary.org
www.townofcary.org

SPECIAL REQUEST & AFTER HOURS INSPECTION APPLICATION

Application/Permit # _____ - _____

TOWN of CARY

This form must be completed for projects whenever a special inspection request or after hours inspection is needed. A Special Request Inspection fee will be assessed for each inspection requested at the per trade per hour fee. **Please return the completed form to the Inspections & Permits Department in person at Town Hall, or fax to (919) 462-3840.**

PROJECT INFORMATION

Project Address _____ City _____ ZIP _____
 Subdivision _____ Lot No. _____
 Project Name _____ Commercial Residential

INSPECTION REQUEST

Please check all that apply and indicate specific inspection.

Fire (specify) _____ Plumbing (specify) _____
 Building (specify) _____ Mechanical (specify) _____
 Electrical (specify) _____ Other (specify) _____

INSPECTION DESCRIPTION

Please detail what item(s) you would like inspected _____

Date of Inspection: _____ Day: _____
 Time of Inspection: _____ AM / PM Estimated Time Needed: _____ Hours

CONTACT INFORMATION

Contact Person _____ **(Must be at job site at time of inspection.)**
 Company Name _____ Office Phone _(____)_____
 Address _____ City _____ State _____ ZIP _____
 Email _____ Office Fax _(____)_____

I hereby certify that I have the authority to schedule inspections on this permit, and that I understand that this is a Special Request Inspection which may result in charges additional to those already paid at time of permit issuance.

_____ Owner/Agent Name (print) _____ Owner/Agent Signature _____ Date _____

TOWN OF CARY APPROVALS (To be completed by Town staff)

Fire Inspector Assigned _____ Chief Inspector Approval: _____ Date: _____	Plumbing Inspector Assigned _____ Chief Inspector Approval: _____ Date: _____
Building Inspector Assigned _____ Chief Inspector Approval: _____ Date: _____	Mechanical Inspector Assigned _____ Chief Inspector Approval: _____ Date: _____
Electrical Inspector Assigned _____ Chief Inspector Approval: _____ Date: _____	Other Inspector Assigned _____ Chief Inspector Approval: _____ Date: _____