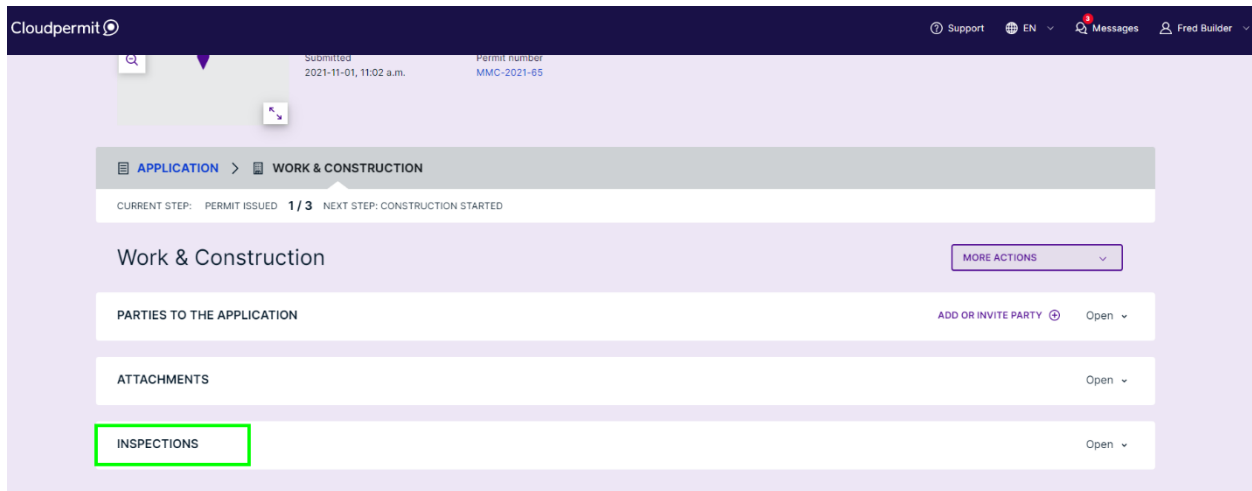


## User Procedure Guide – How to book a Building Inspection through Cloudpermit

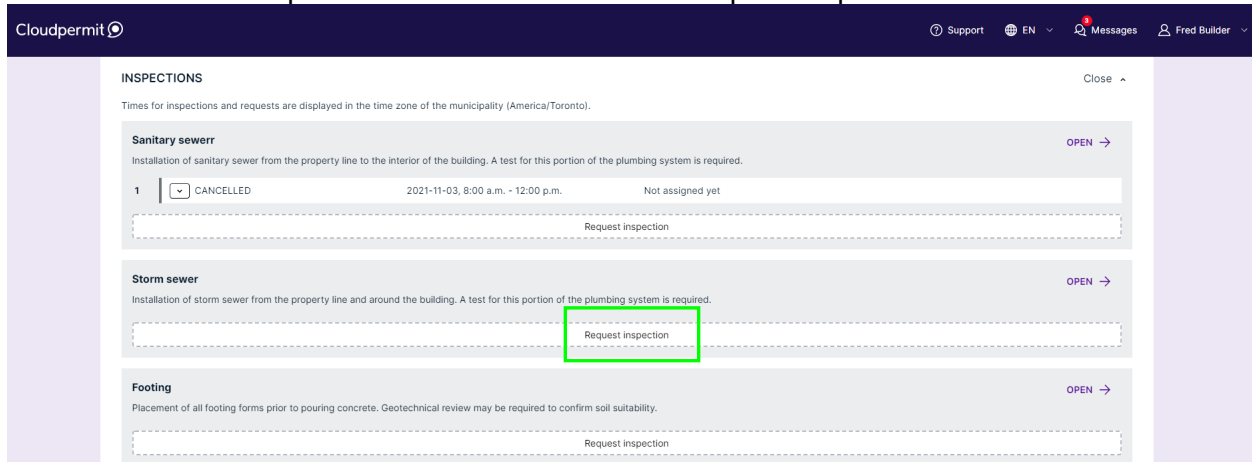
### How to book a Building Inspection

The Township of Scugog is pleased to announce the Cloudpermit platform to book a Building Inspection. This tutorial shows how to request an inspection for the project after issuing the permit in the "Work" phase. Only after a permit has been issued.

Go to the "Inspections" section in your application.  
Expand the section.



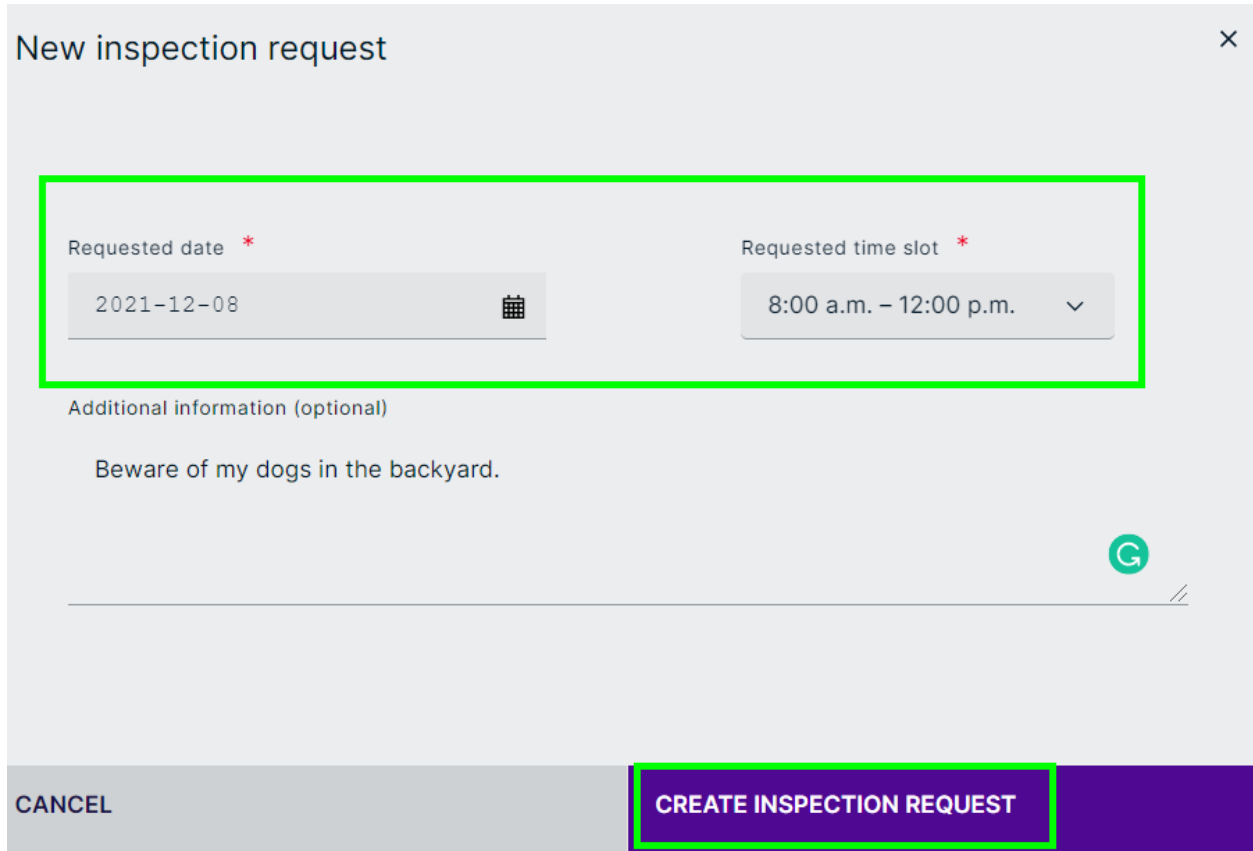
Select the desired inspection from the list and click "Request inspection."




Select:


- Requested date
- Requested time slot

User Procedure Guide – How to book a Building Inspection through Cloudpermit  
Enter any additional information the inspector should know into the text field (optional). Click "Create inspection request."




New inspection request ×

Requested date \* 2021-12-08 

Requested time slot \* 8:00 a.m. – 12:00 p.m. 

Additional information (optional)

Beware of my dogs in the backyard.



**CANCEL** **CREATE INSPECTION REQUEST**

Success - You have created your inspection request.  
It moved to the Township of Scugog to dispatch it further to your Building Inspector.

Source: [How to request an inspection during the Work phase : Cloudpermit](#)