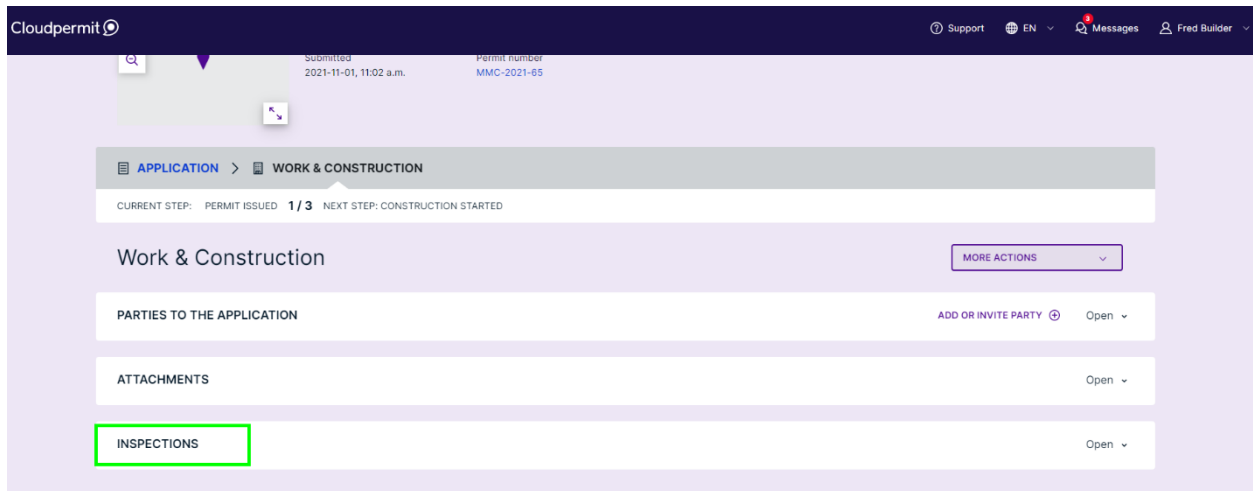


User Procedure Guide – How to book a Pool enclosure Inspection through Cloudpermit

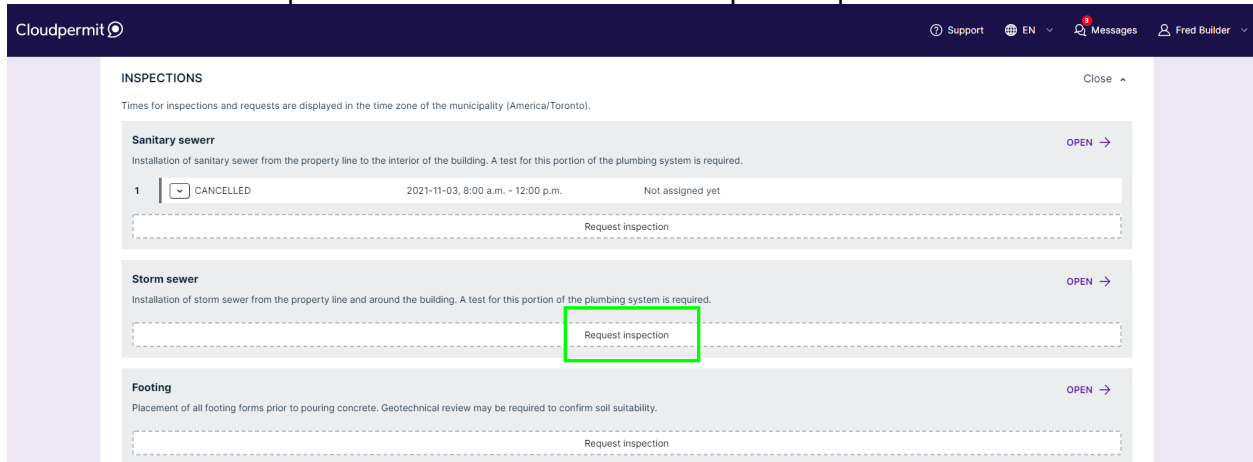
How to book a Pool enclosure Inspection

The Township of Scugog is pleased to announce the Cloudpermit platform to book a Pool enclosure 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."

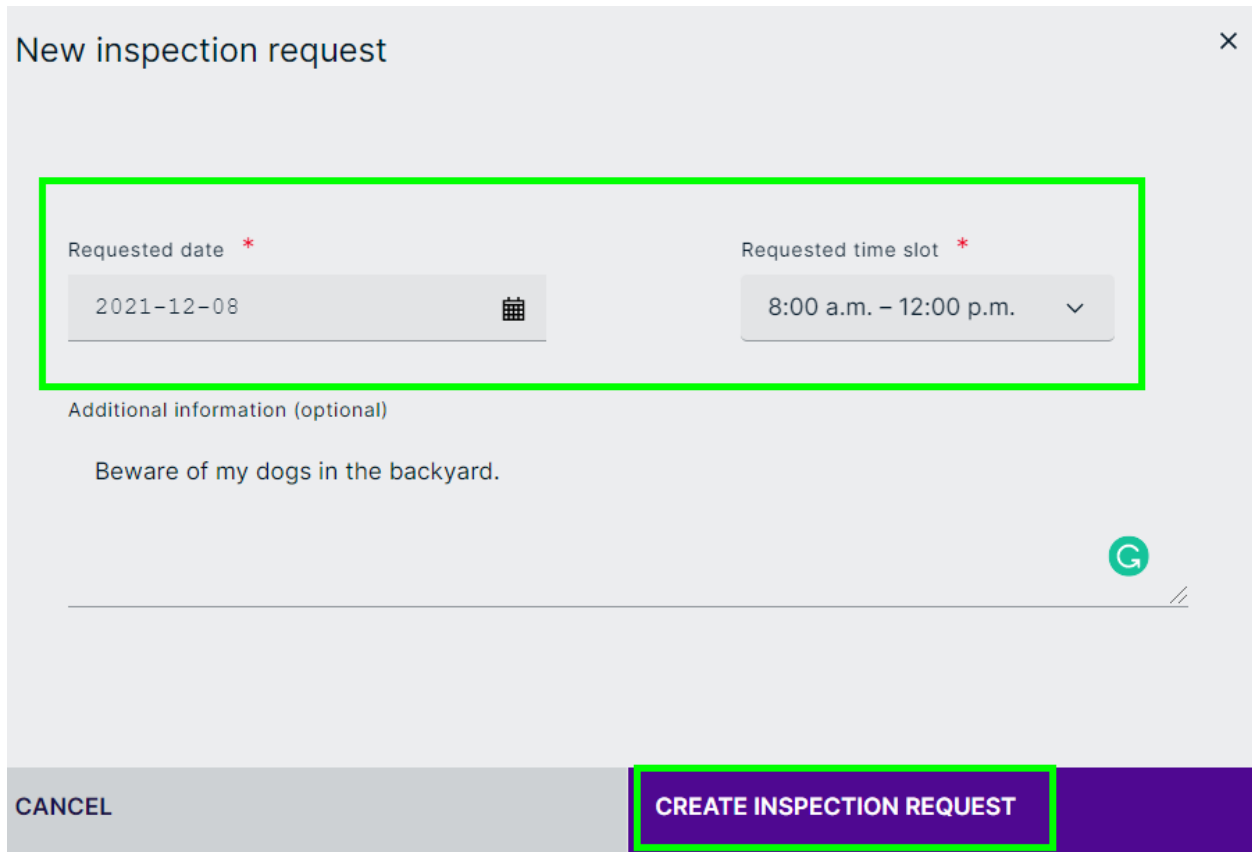


Select:

- Requested date
- Requested time slot

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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 Inspector. **Someone will contact you shortly to confirm your requested date/time.**

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