

Dial 1 (888) 299-2821

You will hear “Welcome to the State of Oregon’s Epermitting system” You will be prompted throughout the process

**Please note that if your permit number does not begin with 555- you will have to add the 555- prefix to your permit number search to find it in the Epermitting system.

For example, if your permit number is 12-01234, you will search for permit number 555-12-01234 to find it in the Epermitting system.

Enter the 12-digit IVR NUMBER,

Example: 555180740800

Enter the 4-digit inspection code, **Example: 2999**

Before calling you will need:

1. A Touch Tone Phone
2. A 12-digit **IVR NUMBER**
3. An Inspection Code

The system will allow you to:

1. Schedule an Inspection
2. To Cancel Inspection
3. To Hear Inspection Results
4. To find out the approx. inspection time

You also have the option to call into our office to schedule inspections or leave a V-mail if you call after business hours. V-mail messages left before 7:00 AM will be scheduled for that day, if the message is left after 7:00 AM it will be scheduled for the following work day. **The following information is required on the V-mail message to schedule:**

- The Permit Number
- The address of the inspection
- The type of inspection requested
- A contact phone number for the inspector

Visit the Marion County website at:

www.co.marion.or.us

You can follow the link from the Marion County Home Page to the Building Inspection Page.

From the Building Inspection Page you can click on the links to:

- Schedule an inspection up to 5 business days in advance
- Check inspection histories
- Check inspection results
- Download applications
- Download helpful brochures.

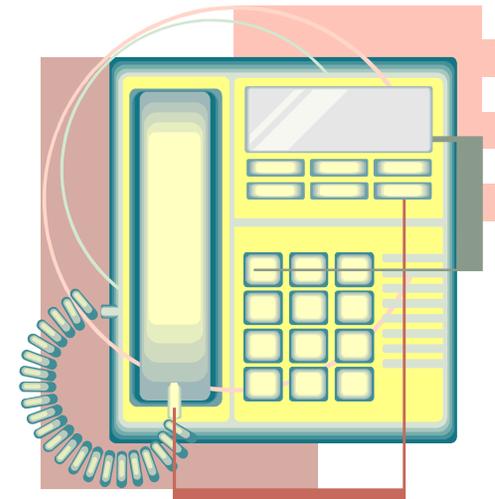


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MC: A-12



User's Guide to Scheduling an Inspection Using Marion County's Automated System



**Marion County Public Works
Building Inspection Division
5155 Silverton Rd NE
Salem Oregon 97305
Office hours: 8:00 AM - 4:00 PM
Schedule Inspection: 1-888-299-2821 or
503-588-5147
FAX (503) 588-7948**

STRUCTURAL		PLUMBING		FIRE SYSTEM	
1020	Zoning/Setbacks	3150	Plumbing Underslab	8040	Underground Fire Sprinkler
1110	Footings	3170	Plumbing Underfloor	8070	Hydrostatic Pressure Test
1128	Damp/Water Proofing	3200	Sanitary Sewer	8340	Detection System
1130	Foundation Wall	3300	Water Service	8350	Suppression System
1140	Post Holes	3400	Storm Sewer/Drain	8500	Ceiling Cover
1150	Building Slab Inspection	3410	Rain Drains	8610	Fire Sprinkler Rough
1170	Post & Beam	3502	Plumbing Top Out	8620	Fire Sprinkler Pressure Test
1190	Retaining Wall (over 4 feet)	3620	Backflow Device	8664	Flushing
1220	Underfloor Framing	3650	Shower Pan	8670	Sprinkler Alarm
1260	Framing	3800	Medical Gas Piping	8688	Fire Sprinkler
1360	Masonry Rebar	3920	Misc Plumbing	8710	Fire Alarm Test
1460	Insulation: (floor, walls, ceiling)	3999	Plumbing Final	8750	Fire Alarms
1520	Interior Shearwall			8910	Suppression Trip Test
1530	Exterior Shearwall	ELECTRICAL		8999	Fire Systems Final
1540	Gypsum Board/Lath/Drywall	4000	Temporary Service		
1600	Ceiling Grid	4120	UFER Ground	SEPTIC	
1630	Roof Sheathing	4140	Underground Electrical	7020	Pre-Cover
1920	Misc Structural	4220	Electrical Service	7100	Septic Tank
1999	Structural Final	4500	Rough Electrical	7230	Sand Filter
		4540	Ceiling Cover	7300	Pump
		4550	Limited Energy/Alarm	7400	Graveless Drainfield
		4610	Sign Circuit	7450	Drainfield
MECHANICAL		4720	Pool Bonding	7460	Drainfield Cap
2140	Woodstove/Gas Fireplace	4920	Misc Electrical	7480	Curtain Drain
2200	Mechanical Underfloor	4999	Electrical Final	7750	ATT
2255	Gas Pressure Test			7999	Septic Final (C of C)
2300	Rough Mechanical	MANUFACTURED			
2530	Commercial Hood	5120	Zoning/Setbacks		
2920	Misc Mechanical	5240	Footings		
2999	Mechanical Final	5290	Tie Downs		
		5400	Blocking & Connections		
		5999	Final Manufactured Dwellings		