

## How to Request for a Plumbing Overtime Inspection

- Complete and email Online Plumbing Overtime Request form to [dbi.pidovertime@sfgov.org](mailto:dbi.pidovertime@sfgov.org)
- Same day inspection requests must be submitted no later than 2PM for the day of request.
- Overtime inspections are performed either before 7:00AM or after 4:00PM.
- A fee of 2 hours minimum is required for Plumbing Off-Hour inspections
  - For start times before 5:30 a.m., minimum charge is 3 hours
  - For start times before 4:30 a.m., minimum charge is 4 hours
  - For start times after 6:00 p.m., minimum charge is 4 hours
  - For weekends and holidays, minimum charge is 4 hours
- All Plumbing overtime requests are subject to approval.
- Once approved, you will be provided an invoice by email with payment instructions.
- Fees must be paid prior to inspection.



## ONLINE PLUMBING OVERTIME REQUEST

All fields marked in **RED** must be filled.

Incomplete applications will not be accepted and inspection request will be denied.

Email completed form to [dbi.pidovertime@sfgov.org](mailto:dbi.pidovertime@sfgov.org) for approval.

**JOB ADDRESS:** \_\_\_\_\_ **BLOCK:** \_\_\_\_\_ **LOT:** \_\_\_\_\_

**PERMIT NO(S) – PID:** \_\_\_\_\_

**OWNER/CONTRACTOR:** \_\_\_\_\_ **PHONE NO:** \_\_\_\_\_

**EMAIL (Write Clearly):** \_\_\_\_\_

Service Requested	Minimum			Total Number of Hours	Total Fee
	Hrs	At	Min fee		
Off-Hour Inspections Off-Hour Inspections time: Before 5:30AM, minimum 3 hours Before 4:30 AM, minimum 4 hours After 6:00PM, minimum 4 hours  NOTE: Weekends and holidays requests for subject to a 4-hour minimum charge.	2	\$477.00	\$954.00		

**Date of requested inspection:** \_\_\_\_\_ **Time of requested inspection:** \_\_\_\_\_

**Contact person:** \_\_\_\_\_ **Phone:** \_\_\_\_\_

**Reason for request:** \_\_\_\_\_

**Floor/area of inspection:** \_\_\_\_\_

Chief/Senior approval: \_\_\_\_\_

Off-Hour inspections require Chief Inspector approval with a two-day lead time. Same day inspections may be offered at the sole discretion of the Chief/Senior Inspector(s). **Same day inspection requests must be submitted no later than 2pm for the day of request.** Additional inspection hours, including travel time, will be charged unless other arrangements are made in advance. Fees must be paid in advance.

### SIGNATURE (REQUIRED)

By signing below, I certify the information provided is accurate.

**Applicant Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

### FOR OFFICE USE ONLY

**RECEIPT NUMBER:** \_\_\_\_\_ **DATE OF RECEIPT:** \_\_\_\_\_ **RECEIVED BY:** \_\_\_\_\_