



# Courtesy Inspection Request Form

**KLAMATH COUNTY BUILDING DIVISION**

305 Main Street, Klamath Falls, OR 97603

Phone: (541) 883-5121 • Fax: (541) 885-3644

Web: [www.klamathcounty.org](http://www.klamathcounty.org)

## DISCLOSURE

**I, as the owner or owner's agent of the property, request to start construction work in which a building permit has not been completely secured. I have submitted a building permit application and plans and it is currently in plan review process. I fully understand that I will be responsible to redo the work performed under courtesy inspections if the work does not fully comply with the approved set of plans and all State and local rules, codes and regulations.**

## PETITIONER INFORMATION

Owner/applicant name: \_\_\_\_\_ Phone: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP: \_\_\_\_\_

Job site address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ ZIP: \_\_\_\_\_

Permit Number and Date Submitted \_\_\_\_\_

## COURTESY REQUEST

Please explain circumstances for a courtesy request (attach additional information if needed):

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Signature

Date

Print name

## OFFICIAL USE ONLY (Not valid until signed)

Print name: \_\_\_\_\_  
Building Official/Assistant Building Official

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Approved  Denied

Courtesy Inspection Fee: \_\_\_\_\_

Checked Plans: \_\_\_\_\_ (Initials)