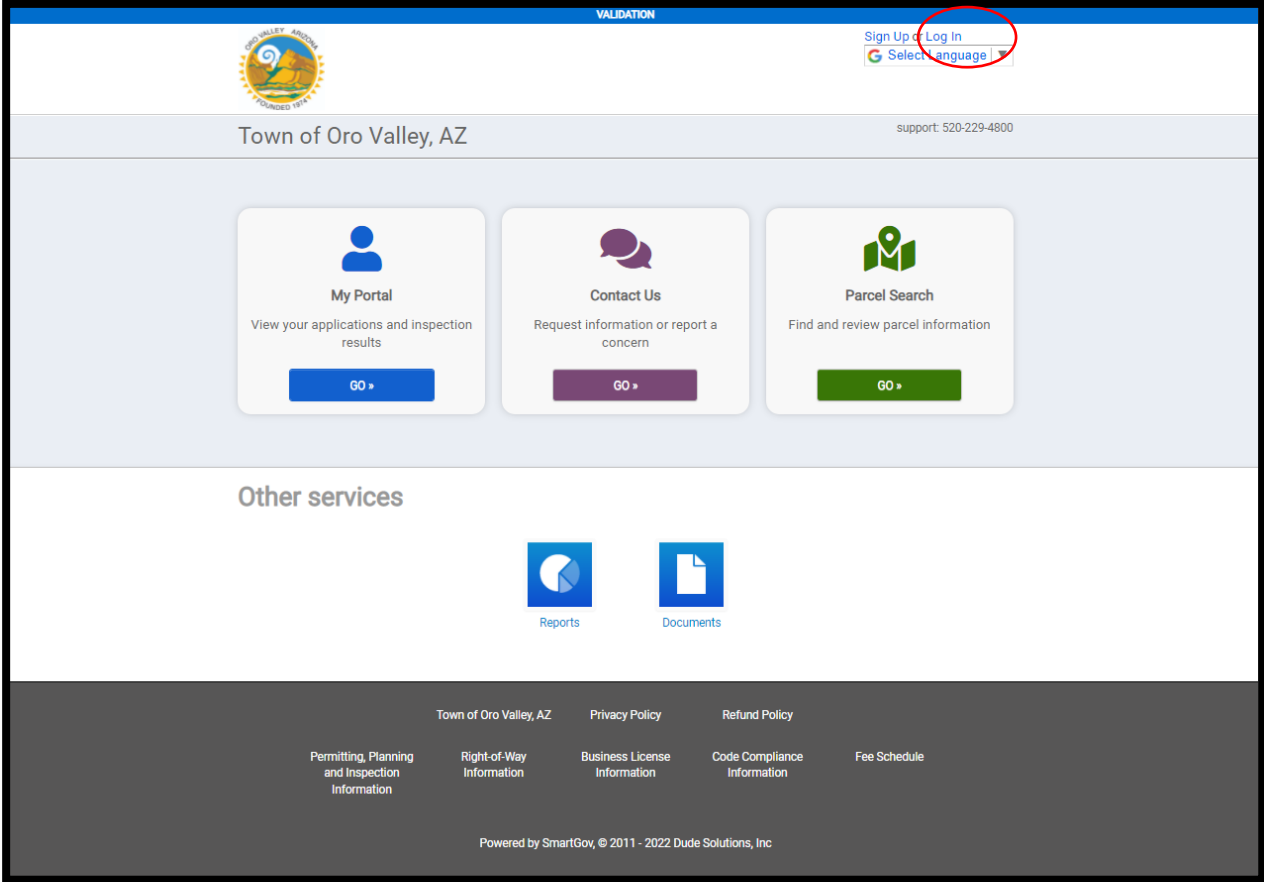
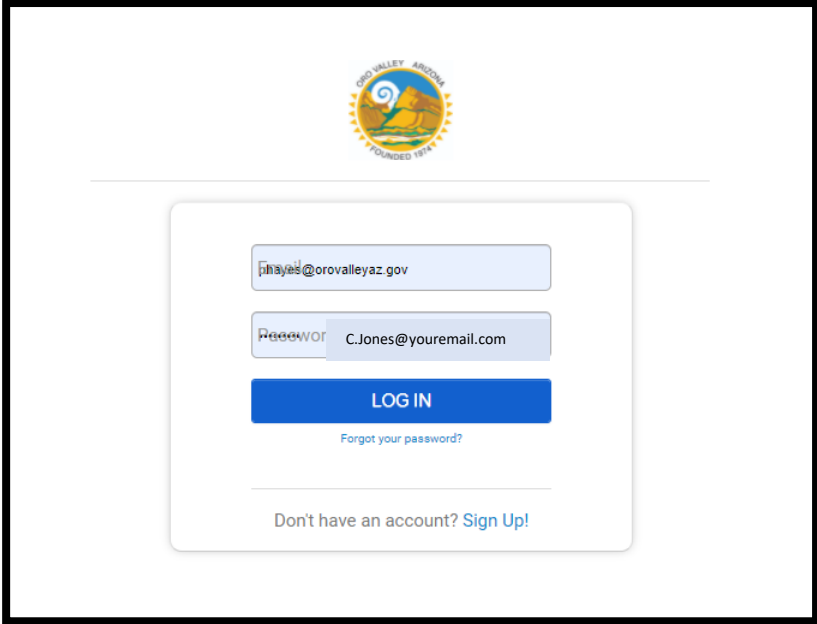


This set of instructions is for someone who has already set up a Customer Portal account. If you haven't done that yet, see the "Set Up a My Portal Account" instructions.

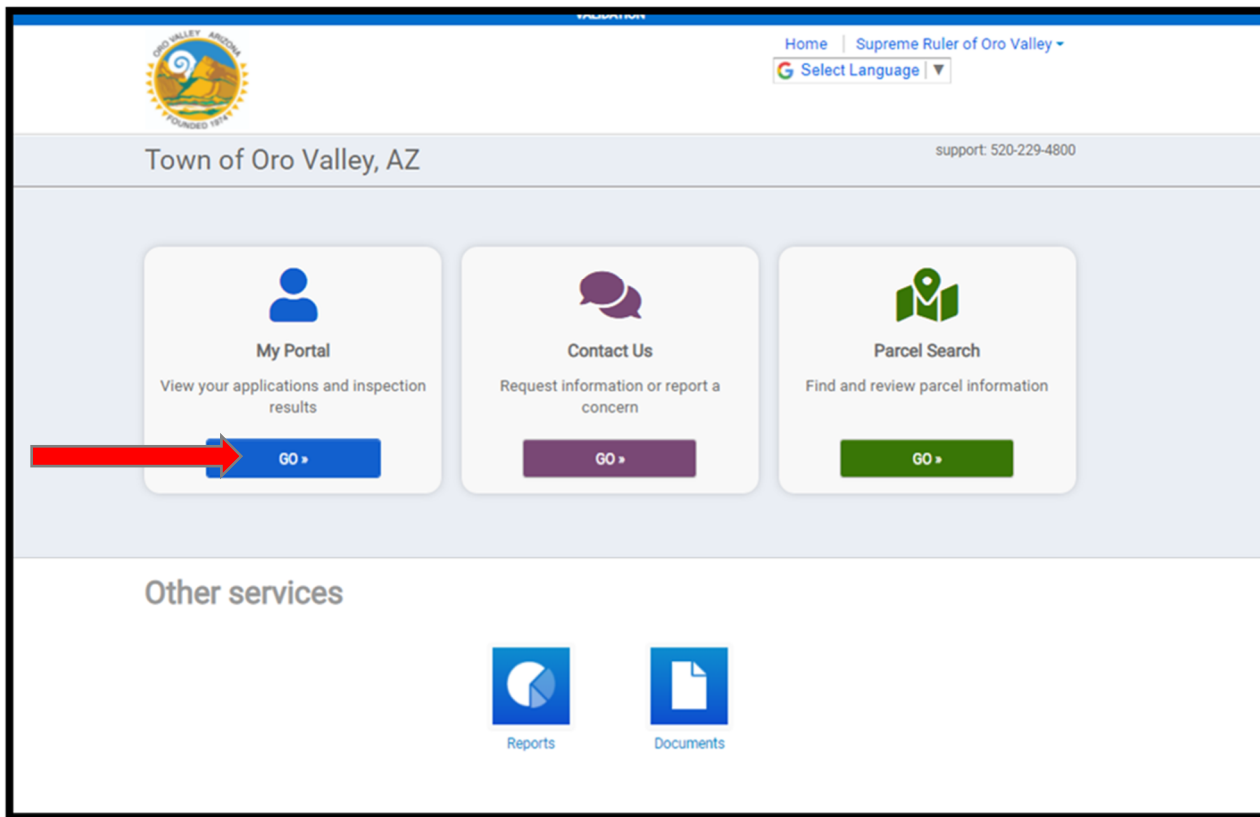
Select "Log in" to go to your account.



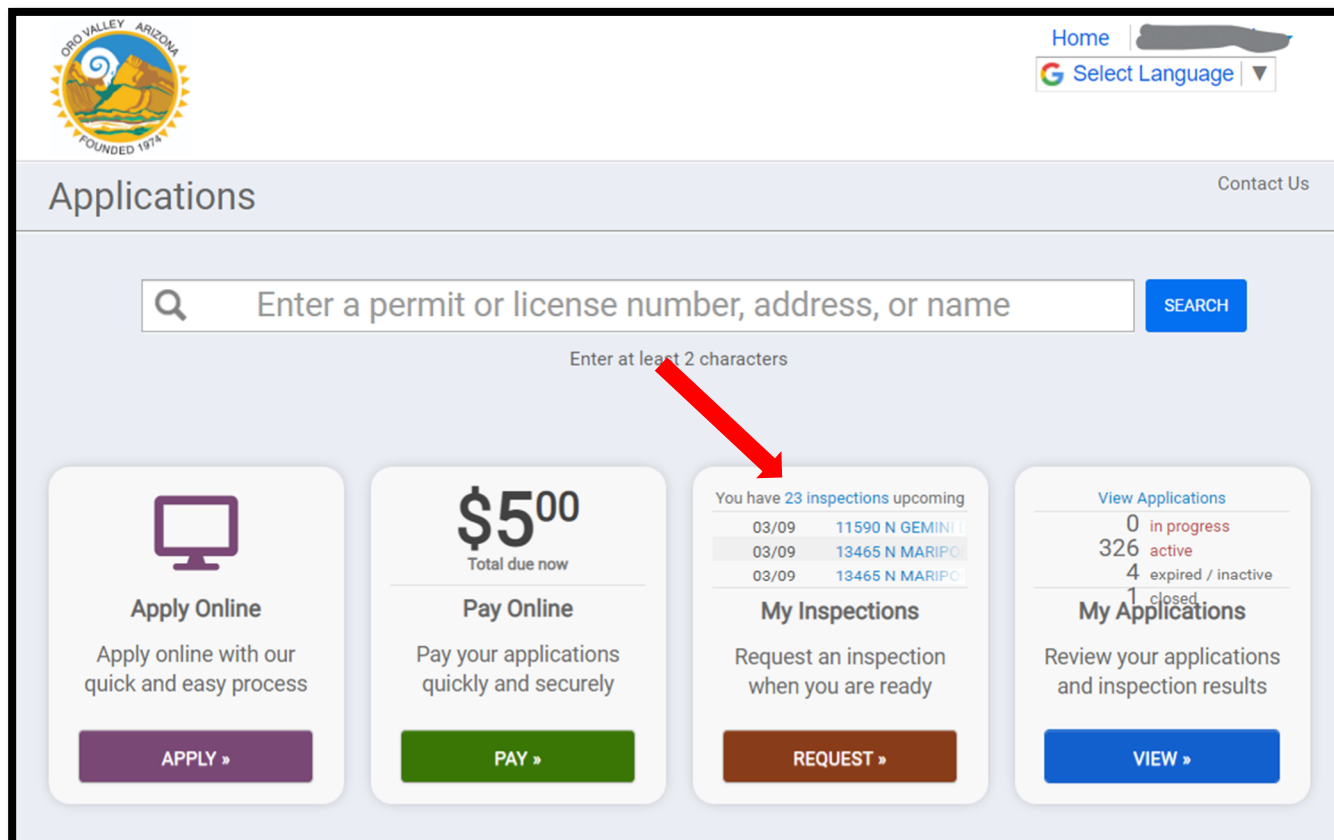
Proceed to Log In



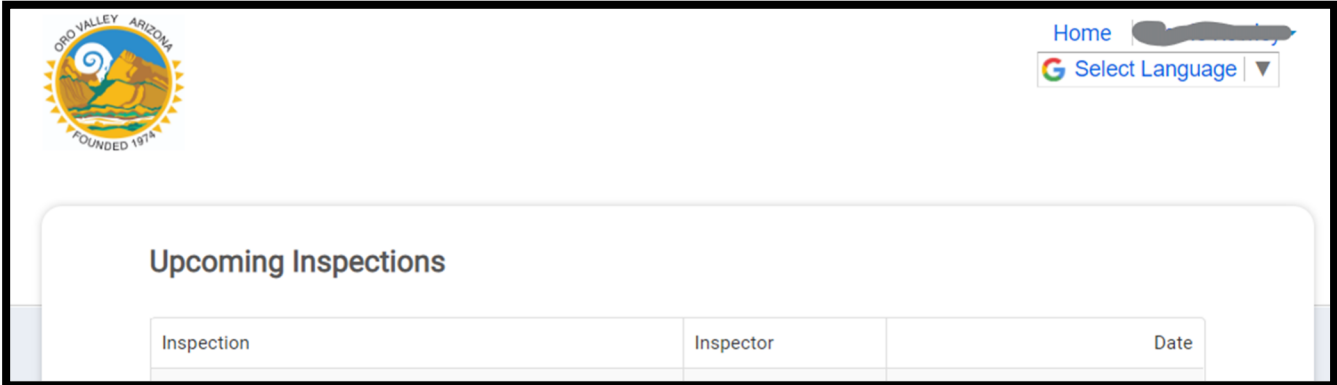
Select "GO"



Your upcoming inspection are listed within the **My Inspections** box. Click the *inspections link* to open a list of upcoming inspections.



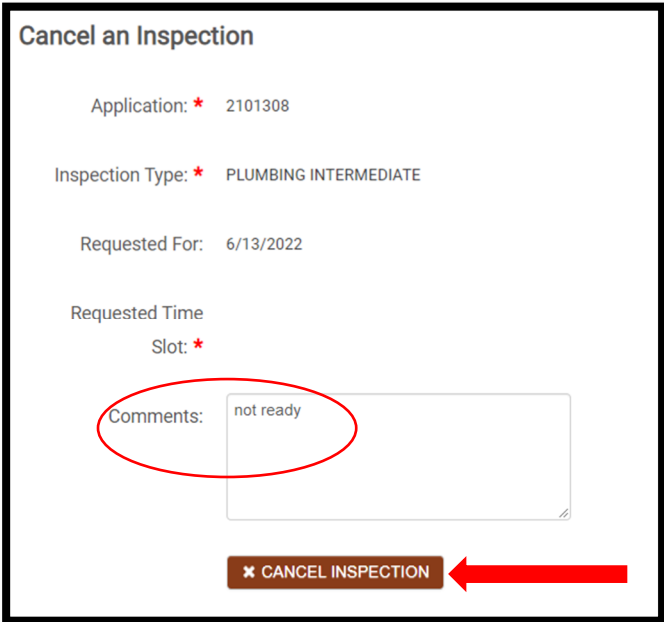
ALL upcoming inspections are listed in order by date, then permit number. Scroll through the list and click **Cancel** next to the inspection you want to cancel.



Inspection	Inspector	Date
Plumbing Gas Pressure Test [REDACTED] ON 2200596	[REDACTED]	Scheduled for 6/9/2022 Cancel
Electric Ufer 11000 N LA CANADA DR, TUCSON 2200596	[REDACTED]	Scheduled for 6/9/2022 Cancel
Plumbing Intermediate [REDACTED] ORO VALLEY 2101308	Not Assigned	Requested for 6/13/2022 Cancel
Electric Intermediate [REDACTED] ORO VALLEY 2101308	Not Assigned	Requested for 6/13/2022 Cancel
Drywall [REDACTED] ORO VALLEY 2101308	Not Assigned	Requested for 6/13/2022 Cancel

At the confirmation screen, add a comment such as, "not ready," etc. ***Comments are required.**

Select **CANCEL INSPECTION**



You will see a confirmation and view of your permit application.

The screenshot shows a web interface for a permit application. At the top left is the logo for Oro Valley, Arizona, with the text 'ORO VALLEY ARIZONA' and 'FOUNDED 1974'. A blue notification banner at the top center contains the text 'Your inspection was canceled!' circled in red. On the right side of the banner, there is a user profile icon and a 'Select Language' dropdown menu. Below the banner, the main content area is titled 'Single Family Home from Model Plan (Plot Plan)'. It features a hammer icon and the text 'Residential Building Permits'. The 'Permit Number' is listed as '2101308Issued'. To the right, there is an 'Options' dropdown menu with links for 'Copy Application', 'Delete Application', 'Print Permit', and 'Request Help'. At the bottom right, it states 'Current Fees \$0⁰⁰' and 'Additional fees may be required'.

If you are cancelling multiple inspections within the same permit, scroll to the bottom of your screen and click **Permit Inspections**. This will open all inspections for the permit.

The screenshot shows a web interface for a permit application. At the top left is a small image of a house with the text 'Maxar, Microsoft'. To the right, there is a button labeled 'SFR - MODEL PLAN 5531 ELEV B'. Below this, there is a section titled 'Describe the purpose of the permit' with a button labeled 'OPTIONS IN CONDITIONS'. Below this, there are three sections: '▼ Permit Contacts', '▼ Permit Parcels', and '▼ Permit Inspections'. A red arrow points to the 'Permit Inspections' section, which also contains the text 'There are 35 required inspections for this permit'.

See next page...

From here you may cancel additional inspections **and** request other inspections. Just click the **Cancel** or **Request Inspection** links.

▲ Permit Inspections There are 35 required inspections for this permit

📌 General Support: inspections@orovalleyaz.gov
The inspections listed below are subject to change until such time that the permit is issued. Once issued, all listed inspections are applicable to this project. Please be aware that next day inspections are available but must be scheduled by 3:30 on the preceding day.

Inspection	Date	Status	
Roof Nailing	1/7/2022	Approved	
SPC Post TSN RPT	1/7/2022	Approved	
Electric Temporary Service	1/7/2022	Approved	
Electric Cable Drop	1/7/2022	Approved	
Exterior Metal Clips	1/5/2022	Approved	
Exterior Wall Sheathing	1/5/2022	Approved	
SPC Post-Instl Ancr	1/5/2022	Approved	
Excavation/Layout Rebar/Setback	7/14/2021	Approved	
Electric Ufer	7/14/2021	Approved	
SPC Post TSN Slab	7/14/2021	Approved	
Building Pre-Slab	7/14/2021	Approved	
Plumbing Rough Soil	6/15/2021	Approved	
Plumbing Water Underground	6/15/2021	Approved	
Plumbing Sewer HCS Connection	6/15/2021	Approved	
Permit Finaled			REQUEST INSPECTION
Mechanical Intermediate			REQUEST INSPECTION
Energy Conservation Final			REQUEST INSPECTION
Building Final			REQUEST INSPECTION
Plumbing Gas Pressure Test			REQUEST INSPECTION
Lath-Pre Intermediates			REQUEST INSPECTION
Zoning Final			REQUEST INSPECTION
Electrical Final			REQUEST INSPECTION
Mechanical Final			REQUEST INSPECTION
Electric Intermediate	6/13/2022	Not Ready	CANCEL
Final Frame			REQUEST INSPECTION
Drywall	6/13/2022	Not Ready	CANCEL
Blower Door Final			REQUEST INSPECTION

[← View Applications](#) REQUEST INSPECTION