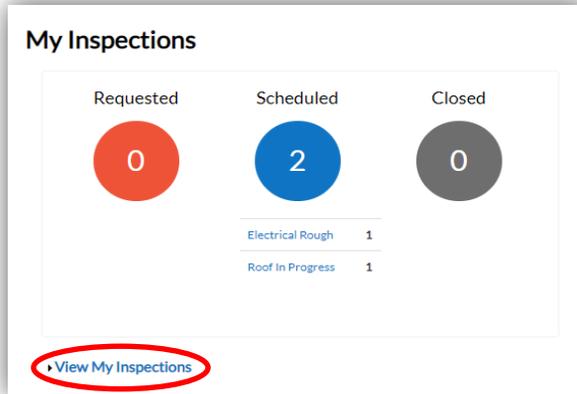


Dashboard- My Inspections

The JCDS Dashboard allows access to information on permits, plans, inspections and invoices. Clicking the circles or “View My Inspections” provides detailed inspections lists which are organized by number, type, address and status.



My Existing Inspections

Search for Inspection Number, Inspection Type, ... Exact Match

Display: All | Select Inspection Type: | | Sort: Case Number

Inspection Number	Inspection Type	Address	Status	Case Type	Case Number	Reinspection	Requested Date	Scheduled Date	Completed Date
139157-2019	Roof In Progress	1001 CROW ST Jupiter, FL 33458	Scheduled	Permit	19-002492-ROOF-R	No	06/13/2019	06/13/2019	
139156-2019	Electrical Rough	1010 CLEMONS ST Jupiter, FL 33477	Scheduled	Permit	19-032785-ELEC-C	No	06/11/2019	06/11/2019	

Results per page: 10 | 1 - 2 of 2 | << < 1 > >>

Requesting an Inspection-

1. From the Dashboard, find the permit that needs an inspection and click on the Permit Number.

My Permits

32785 Exact Match

Display: Recent | Select Case Type: | | Sort: Relevance

Permit Number	Project	Address	Permit Type	Status	Attention Reason
19-032785-ELEC-C		1010 CLEMONS ST Jupiter, FL 33477	Commercial Electrical Sub Permit	Active, Recent	

Results per page: 10 | 1 - 1 of 1 | << < 1 > >>

2. Once in the permit case, click on the “Inspections” tab. A list of inspections will be at the bottom of the page.

Permit Number: 19-032785-ELEC-C

Permit Details | Tab Elements | Main Menu

Type: Commercial Electrical Sub Permit Status: 70 - Issued

Summary | Locations | Fees | Reviews | **Inspections** | Attachments | Contacts | Sub-Records | Holds | Meetings | More Info

Existing Inspections | Request Inspections | Optional Inspections | Next Tab | Permit Details | Main Menu

Existing Inspections Sort: Description

View Inspection	Description	Status	Request Date	Scheduled Date	Inspector	Action
139156-2019	Electrical Rough	Scheduled	06/11/2019	06/11/2019		<input type="button" value="Request Inspection"/>

Results per page: 10 1 - 1 of 1 << < 1 > >>

Request Inspections Sort: Order

Description	Reinspection	Action
Electrical Final - Group 10	No	<input type="button" value="Request Inspection"/>

Results per page: 10 1 - 1 of 1 << < 1 > >>

Request Inspection

Click in the box under action of the inspection you would like to request. (if fees are unpaid, the action boxes will not show). Click “Request Inspection.”

3. The “Request Inspection” screen will open. Choose a requested date for the inspection by clicking on the calendar to the right of the Requested Date field.

4. Fill in comments about the requested inspection in the Comments box.

5. Enter contact name, phone and click “Submit.”

Back

Request Inspections (1)

#19-032785-ELEC-C *REQUIRED

Inspection Type: Electrical Final - Group 10

Case Type: Commercial Electrical Sub Permit

Address: 1010 CLEMONS ST Jupiter, FL 33477

* Requested Date: 07/01/2019 AM

Comments/Gate Code:

* Contact Name: Bob Smith

* Contact Phone: 555-555

Submit

6. The inspection information and a green check will pop up in a “Requested Inspections” screen if it is successfully created.

[← Back](#)

Request Inspections (1)

1 Case #19-032785-ELEC-C

Inspection Type: Electrical Rough
Case Type: Commercial Electrical Sub Permit
Address: 1010 CLEMONS ST Jupiter, FL 33477

Requested Date: 07/02/2019
Comments/Gate Code:
Contact Name: Bob Smith
Contact Phone: 5555555



Navigate back to the Permit Details screen. The inspection will now be listed under Existing Inspection in the full list of inspections.

Permit Number: 19-032785-ELEC-C 

[Permit Details](#) | [Tab Elements](#) | [Main Menu](#)

Type: Commercial Electrical Sub Permit **Status:** 70 - Issued

[Summary](#) | [Locations](#) | [Fees](#) | [Reviews](#) | **[Inspections](#)** | [Attachments](#) | [Contacts](#) | [Sub-Records](#) | [Holds](#) | [Meetings](#) | [More Info](#)

[Existing Inspections](#) | [Request Inspections](#) | [Optional Inspections](#) | [Next Tab](#) | [Permit Details](#) | [Main Menu](#)

Existing Inspections Sort: Description ▼

View Inspection	Description	Status	Request Date	Scheduled Date	Inspector	Action
139156-2019	Electrical Rough	Scheduled	06/11/2019	06/11/2019		
139160-2019	Electrical Rough	Scheduled	07/02/2019	07/02/2019		

Results per page: 10 ▼ 1 - 2 of 2 << < 1 > >>