



**City of Prescott**  
**Interactive Voice Response System (IVR)**  
**928-777-1176**

In order to use the City of Prescott's IVR System, you will need to have the **BUILDING PERMIT NUMBER, THE SITE ADDRESS AND THE IVR CODE** for the inspection you are requesting. This information is located on the front of the building permit.

You may schedule an inspection up to four business days in advance. **Calls received by the IVR before 5:00 a.m. will be scheduled for the same day.** **NOTE:** The IVR System does not operate daily from 1:00 a.m. to 3:30 a.m. due to maintenance.

**To schedule and inspection:**

1. Dial 928-777-1176
2. Press 1 to schedule an inspection.
3. For a permit that begins with **B** press 1. For a permit that begins with **ES** press 2.
4. Enter the seven digit permit number but do not enter the letter(s).
5. The system will read back the permit # and the site address.
6. Enter the four digit inspection code for the inspection being requested. See list on back of this page or press \* for a complete list of inspection choices.
7. To schedule for the next business day press 1, to schedule for two business days out press 2, to schedule for three business days out press 3, to schedule for four business days out press 4.
8. To confirm the scheduled day of the inspection and read back a confirmation number press 1, to request another inspection press 2.
9. To end the call, hang up.

**NOTE:**

You will be prompted throughout the call to enter the permit number, the inspection code(s) and the date of the requested inspection. Please listen carefully to confirm that the correct address was given and that the correct inspection was requested. When finished scheduling **ALL** inspections you will be given a confirmation number. Please write this number down.

Also note that a list of inspections specific to your permit is printed on your permit. If you are unable to schedule an inspection through the IVR System please call the building division at 928-777-1356.



# CITY OF PRESCOTT RESIDENTIAL IVR INSPECTION CODES 928-777-1176

<u>IVR CODE</u>	<u>DESCRIPTION</u>
5000	GRADING & DRAINAGE PRECONSTRUCTION (PW)
3006	VEGETATION MANAGEMENT PRELIMINARY REVIEW
1000	FOOTING/UFER
1013	STEMWALL
1260	UNDER CONSTRUCTION ELEVATION CERTIFICATE
1340	COMBINATION UNDERSLAB
1015	MASONRY OR CONCRETE WALLS
1033	ROOF, TRUSSES, SHEAR WALLS AND HOLD DOWNS
1620	BUILDING WRAP
3004	ROUGH-IN FIRE SPRINKLER
4010	ROUGH FRAMING, MECHANICAL, ELECTRICAL, PLUMBING
1610	INSULATION
1060	DRYWALL NAILING
4030	FINAL ELEVATION CERTIFICATE
5001	GRADING & DRAINAGE FINAL
3005	FIRE SPRINKLER FINAL
3007	VEGETATION MANAGEMENT FINAL
4020	COMBINATION BUILDING FINAL
1251	GAS YARD LINE TESTING AND BACKFILL
1240	SEWER YARD LINE
1230	WATER YARD LINE
1070	STUCCO LATH NAILING
1255	GAS METER RELEASE
1215	WATER METER RELEASE
1315	ELECTRIC METER RELEASE