

The preferred method to schedule an inspection is via email. Please email inspection requests to [Building@co.delaware.oh.us](mailto:Building@co.delaware.oh.us). You may also call your inspection in to 740-833-2222.

At this time all occupied home inspections will be completed virtually. If you are scheduling an inspection for an occupied home please state in your message that the home is occupied and that you would like a virtual inspection, if you cannot have a virtual inspection please call 740-833-2200.

When Scheduling inspections, please give the correct permit number first, then the correct property address, the type of inspection requested, your name, a phone number where you can be reached if a question should arise, and a valid email address where information regarding your inspection may be sent.

When scheduling an inspection for an occupied home, footer or gas pressure test, be aware, that you must verify the requested time by contacting the inspector on their cell phone the morning of the inspection between 7:45 & 8:15

Remember no inspection will be scheduled unless **all** fees due are paid.

To **cancel** an inspection, call the inspector on their cell phone. Do not leave it on the inspection line.

Every attempt will be made to get your inspection the day you have requested it. **Do not schedule any inspection until all of the work is completed and ready to be inspected.**