

REQUEST AN INSPECTION ON LINE

To request an inspection, go to www.battlecreekmi.gov and click "Request an Inspection."

You will need your permit number to request an inspection.

If you are trying to schedule an inspection for the following business day, it must be scheduled by 3:30 p.m.

STEP 1:

Find the permit you wish to schedule an inspection for by typing in the permit number

Schedule an Inspection
Submit an inspection request for a permit online.

Select a Permit | Select Inspection Type and Date | Contact Information

Step 1: Select a Permit

Enter a Permit Number, including any dashes or spaces.

★ Permit Number: ex. PB13800950

Next

STEP 2:

Select the desired inspection type and choose from the available days on the calendar.

Schedule an Inspection
Submit an inspection request for a permit online.

Select a Permit | Select Inspection Type and Date | Contact Information | Add Attachments

Step 2: Select Inspection Type and Date

Inspection Details

★ Inspection Type:
Select the type of inspection you wish to request.

Inspection Date

Using the calendar below, select an available date for your inspection request.

September 2013						
Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

★ Requested Date: 09/25/2013

Back Next

STEP 3:

Enter contact information.

Schedule an Inspection
Submit an inspection request for a permit online.

Select a Permit | Select Inspection Type and Date | Contact Information

Permit PE14300177 | Final: 2/21/2014 | 111 Fake

Step 3: Contact Information

Enter your contact information to be included with the request.

Required fields are marked with ★

★ Name:

★ Phone:

★ Email:

★ Confirm Email:

Notes:

Back Finish

STEP 4:

Add attachments (if applicable)

Schedule an Inspection
Submit an inspection request for a permit online.

Select a Permit | Select Inspection Type and Date | Contact Information | Add Attachments

Permit PBR13-0014 | Final: 9/25/2013 | (999) 123-4567 | bsacontractor@bsa.com | 1234 Main Street

Step 4: Add Attachments

If you have any files or attachments that will be required for the approval of your Inspection Request click the button below to browse your computer and attach them. **Please note: If you fail to submit required documents, your request may be delayed or denied.**

Select...

Desert.jpg

Upload successful!

Back Finish



SCHEDULING CONFIRMATION:

You will receive a confirmation message that the inspection has been scheduled successfully.

Email notifications will be sent regarding any status changes or if the inspection must be rescheduled

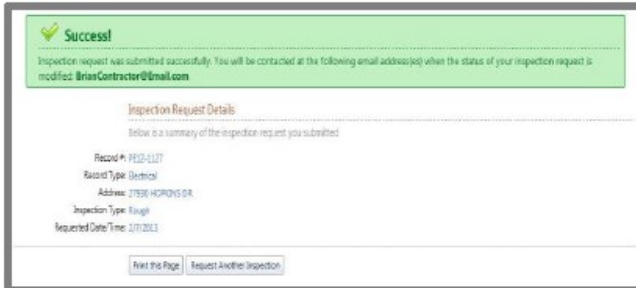


City of Battle Creek
Inspections Department
10 N. Division St.
Battle Creek, MI 49014
269.966.3355
www.battlecreekmi.gov



Online Inspection Portal

FOR HOMEOWNERS



Developed by

