



**City of Sonoma**  
 Building Department  
 #1 The Plaza  
 Sonoma, CA 95476-9000  
 Phone (707) 938-3681  
**Fax (707) 938-8775**

# Request for Building Inspection

*To request a building inspection by fax machine, complete all of the following information and fax to the City of Sonoma - Building Department at (707) 938-8775. All faxed building inspection requests must be made on this form and must be received at least one business day prior to the requested inspection/s. Inspections will not be performed on City holidays (see reverse side).*

**Note:** *The City of Sonoma reserves the right to modify the requested time and/or date of a requested inspection based on inspector scheduling and availability. If such modification is necessary, you will be notified by phone of the required change.*

(Please Print)

Anytime     
  early a.m.     
  late a.m.     
  early p.m.

Date for Inspection: \_\_\_\_\_

Requested By: \_\_\_\_\_

Phone: \_\_\_\_\_

Today's Date: \_\_\_\_\_

Subdivision Name: \_\_\_\_\_

Building Permit Number	Job Address	Lot #	Inspection Type

No inspections will be performed on the following City of Sonoma Holidays.

January 1 <sup>st</sup> (or closest Friday or Monday if it falls on a weekend) .....	New Year's Day
Third Monday in January .....	Martin Luther King Day
Third Monday in February .....	Presidents' Day
Last Monday in May .....	Memorial Day
July 4 <sup>th</sup> (or closest Friday or Monday if it falls on a weekend).....	Independence Day
First Monday in September .....	Labor Day
Second Monday in October.....	Columbus Day
November 11 <sup>th</sup> (or closest Friday or Monday if it falls on a weekend).....	Veterans' Day
Fourth Thursday and Friday in November .....	Thanksgiving and the day after
The afternoon of December 24 <sup>th</sup> .....	Christmas Eve
December 25 <sup>th</sup> (or closest Friday or Monday if it falls on a weekend).....	Christmas
Every day proclaimed by the Mayor as a holiday .....	

**NOTE: From time-to-time building inspections may not be available when requested on normal business days due to staffing limitations resulting from extraordinarily high demand for inspections, emergency callouts, unexpected investigations, inspector training or other staffing considerations.**