



Eastside Fire & Rescue

INSPECTION REQUESTS

Proudly Serving Issaquah, North Bend, Sammamish and Fire Districts 38 & 10, which includes Carnation

Cut off time for inspection requests are **6:00 a.m. Monday through Thursday (Excluding holidays)**. If your inspection request has a submittal time after 6:00 a.m. of that business day, the inspection request shall be processed the **next business day**. Your submittal should trigger an automated email response from the inspection request line. Once the Fire Marshal's Office (FMO) processes your inspection request, an inspector shall send a confirmation with information regarding your request. (*See below for examples).

PLEASE ALLOW TWO BUSINESS DAYS (48 HOURS) AFTER YOUR INSPECTION REQUEST HAS BEEN REMOVED FROM THE INSPECTION REQUEST LINE FOR YOUR INSPECTION TO TAKE PLACE.

INSPECTIONS ARE NOT PROVIDED ON FRIDAYS.

*Examples:

- An Inspection request is submitted at 2:00 p.m. Monday.
 - Tuesday at 6:00 a.m. - the inspection shall be taken off the request line.
 - *The 48 hours (two business days) starts.*
 - Thursday - The inspection shall take place.
 - Two business days (48 hours) after the inspection was taken off the inspection line, the inspection shall take place.
- Inspection request submitted at 11:30 a.m. Thursday.
 - Monday at 6:00 a.m. - the Inspection shall be taken off the request line.
 - *Inspection office closed Friday, so the 48 hours starts Monday.*
 - Wednesday - The inspection shall take place.
- Inspection request submitted at 8:00 a.m. Friday.
 - Monday at 6:00 a.m. - the Inspection shall be taken off the request line.
 - *The 48 hours (two business days) starts.*
 - The inspection shall take place Wednesday.

Submit Inspection requests to Inspections@esf-r.org.

Please include ALL of the information below in a bullet point format:

- In subject line – **Inspections Request**
- Permit Number
- Business/Project Name
- Address of project with suite number if applicable
- Onsite personnel contact phone number
- Type of inspection
- Preferred date and time of inspection (*This does not guarantee that date and time*)