

**OFFLINE REPORT INSPECTION INSTRUCTIONS FOR:**

Siding, Soffit & Facia, Stucco over Frame

Standard Contractor/Homeowner Requirements – You will need:

- Apple iOS mobile device or Android mobile device. Download from the Apple App Store or Google Play.
- Ensure good connectivity when sending your inspection report. Ensure proper lighting during your inspection.
- Activate the Mobile Device GPS Location Service in Settings before the inspection begins. You must accept the prompts requesting permission to use the camera and access your location.
- Permit must be posted for all inspections. NOC needs to be posted when applicable (project cost is \$5,000+).
- [Use the VuSpex user guide for instructions on how to submit off-line inspections.](#)
- Schedule and submit your OFFLINE REPORT inspection using the VuSpex GO application (**REQUIRED**).

Offline Report Inspections - The Inspector will need to view the following documents & pictures:

POSTED PERMIT	ADDRESS: APT, CONDO or HOUSE #		NOC (if applicable)	
*For Siding Project:				
Wall Dry-in	Show all Wall surfaces (New and Existing).		Show all Needed Flashings.	Show side and end, Lap Lengths with tape measure.
Final	Approved Wall Dry-in Inspection required prior to scheduling Final Inspection.		Show all Wall surfaces (New and Existing).	
*For Soffit / Facia Project:				
Frame	FL product approvals		Show Framing members and J-Channel attachment, and fastener spacing with tape measure.	
Final	Approved Frame Inspection required prior to scheduling Final Inspection.		Show all Soffit areas (New and Existing).	
*Stucco over Frame:				
Wall Dry-in	Show all Wall surfaces (New and Existing).		Show all Needed Flashings.	Show side and end, Lap Lengths with tape measure.
Lath	Approved Wall Dry-in inspection required before scheduling Lath.		Show all Wall surfaces (New and Existing).	Show Lath is properly oriented.
	Show side and end, Lap Lengths with tape measure.		Show Weep Screed distance with tape measure, above Earth, and Paved Surfaces.	Show Control Joints at Required Spacing.
Stucco Final	Approved Lath inspection required before scheduling Final.		Show all Wall surfaces (New and Existing).	