



OFFLINE REPORT INSPECTION INSTRUCTIONS

Tub To Shower Conversion - NO DRAIN RELOCATION

FOR:

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 uploading 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 Plumbing:		
2nd Rough:	If using a PVC liner, show the referenced standard number printed on the liner. - ASTM D4551	If using sheet applied or liquid type water proofing materials, show the referenced standard number on the liner or container. - ANSI A118.10
Show that the shower pan is properly pitched in all directions with a level. Show all corners, seams and around the jams.	Show that the liner is a minimum of two inches above the finished curb. When a curb is being used.	Show the pan full of water, then drain the pan and show the pan empty with no puddling.
If any new water piping or shower valves are being installed, show the referenced standard number on the valve. Show all connections and fittings. Show that the water is active.	Show the entire installation as a whole. Close up and further away.	
Final:	On the final plumbing inspection show the shower compartment as a whole. Close up and further away. Turn on the water and flood the shower floor. Turn the water off and show that the shower floor drains completely with no puddling.	
For Building:		
Final:	Show entire shower area and all areas adjacent to shower.	