



OFFLINE REPORT INSPECTION INSTRUCTIONS

FOR:

PLUMBING FIXTURE REPLACEMENT

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 HOME #	NOC (if applicable)
Show the entire installation as a whole (Close up and further away).	Shut off valves if applicable.	Show the drain piping if applicable.
Proof that the hot and cold water is active.	Backflow protection on water lines if applicable.	Fixture identification labels.
Hot and cold, water connections	Drainage by indirect waste if applicable.	Show installation manual is available.