



OFFLINE REPORT INSPECTION INSTRUCTIONS

FOR:

Water Heater Equal Change Out

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)
	Show the WH location AFTER the existing Water Heater is removed (to verify existing pan drains).		Thermal Expansion Device (when applicable).		Show the entire installation as a whole (close up and further away).
	Show the cold water shut-off valve serving only the water heater.		Hot and cold, water connections.		Proof that the hot and cold water are active.
	T&P relief valve and relief piping to the termination point.		Vacuum relief valve (if bottom fed type).		Condensate drains from unit to the termination point if Hybrid or some tankless types.
	Water Heater pan and pan drain to the termination point (when applicable).		Wire connections including the ground wire at the water heater.		Water heater identification label.
	Panel Schedule with Circuit Breaker clearly marked.		Show Installation manual.		Vehicle protection (when applicable). Show anchors before and after installation.