Building & Development Review Services
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OFFLINE REPORT INSPECTION INSTRUCTIONS

FOR: Shutters with Electric

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:

	PICTURE of NOC (if applicable) & Permit Placard POSTED ON THE JOBSITE		ADDRESS: APT, CONDO, or HOME # PICTURE		All Product Approval Installation Documents are UPLOADED to the permit record, through your ACCELA Portal.
	COMPLIANCE LETTER for Windows, Doors, & Shutters. (Picture or upload to permit)		Florida Product Approval Stickers, PICTURES.		
For Electric:					
	Photo of means of disconnect or breaker lock for each motor. - 430 Part IX NEC		Photo of panel schedule with shutters marked. - 408.4 NEC		If new wiring or outlet, photo of AFCI protection. - 210.12 NEC
	If new wiring, photos of new cables or raceways.		If new wiring, letter affirming that the wire size meets requirements for overcurrent device of branch circuit. - 240, 310 NEC		Photo of wire/raceway/cable entering shutter enclosure.
For Building:					
	Show Each installed product as a whole.				