



VENTURA COUNTY FIRE PROTECTION DISTRICT
FIRE PREVENTION BUREAU
165 DURLEY AVENUE
CAMARILLO, CA 93010
www.vcfd.org

Office: 805-389-9738 Fax: 805-388-4356

611 - INSPECTION REQUEST

Inspection request shall be submitted by 4:00 pm one business day prior to inspection.

Sections 1 & 2 must be completed to process request. See page 2 for instructions.

Phone: 805-389-9744

Email: fire.inspections@ventura.org

Fax: 805-388-4356

SECTION 1 INFORMATION

Project Name:	_____
Record Number(s):	_____
Inspection Address:	_____
	(Number/Street) (City)
Additional Information:	_____
	(Tract Number, Lot Number(s), Travel Time, AM/PM Request, etc.)
Requestor Name:	_____
Phone:	_____
Email:	_____

SECTION 2 INSPECTIONS

Underground Fire Line	<input type="checkbox"/> UG Rough	<input type="checkbox"/> UG Hydro	<input type="checkbox"/> UG Flush		
Commercial Fire Sprinklers	<input type="checkbox"/> OH Rough	<input type="checkbox"/> OH Hydro	<input type="checkbox"/> OH Final	<input type="checkbox"/> TI Rough	<input type="checkbox"/> TI Final
	Number of Heads: _____				
Residential Fire Sprinklers	<input type="checkbox"/> UG Rough	<input type="checkbox"/> UG Hydro	<input type="checkbox"/> UG Flush		
	<input type="checkbox"/> OH Rough	<input type="checkbox"/> OH Hydro	<input type="checkbox"/> OH Bucket	<input type="checkbox"/> OH Final	
Other Fire Protection Systems	<input type="checkbox"/> Hood System	<input type="checkbox"/> Fire Alarm System	<input type="checkbox"/> Spray Booth System		
	<input type="checkbox"/> Clean Agent	<input type="checkbox"/> Other:	_____		
Certificate of Occupancy	<input type="checkbox"/> Commercial Occupancy Final	<input type="checkbox"/> Residential Occupancy Final			
	<input type="checkbox"/> Fire Protection System Verification				
Operational Fire Code Permit	<input type="checkbox"/>				
Licensed Care Inspection	<input type="checkbox"/> LCF Pre-Inspection	<input type="checkbox"/> LCF Re-Inspection			
Other	<input type="checkbox"/>	_____			

Inspection Request Instructions

*Inspection requests shall be received by the Fire District before 4:00pm, a minimum of one business day prior to any inspection. **An inspector will call you back between 7:00-8:30am on the day of the inspection with an inspection time.** Inspections are normally scheduled between 9:00 am to 2:00 pm Monday through Friday. After hours inspections require prior Fire Department approval.*

Sections 1 and 2 must be completed in order to process the inspection request

SECTION 1 INFORMATION

- Enter the Project Name (name of business, event, facility, etc.)
- Enter the fire prevention Record number. (This starts with FPLN, FNC, FPS, FCP, LCF)
- Enter the physical address of the project to be inspected. If no address has been assigned use the parcel information and nearest cross street(s).
- Provide any additional information such as Lot #'s, Tract #, Special Requests, Inspection date
- Enter the contact person's name and phone number and email address

Note: the contact person must be available for calls by 7:00 a.m. on the day of the inspection

SECTION 2 INSPECTIONS

1. Identify all inspections to be requested.
2. Check the box next to each inspection being requested.
3. If you do not see your inspection type, check other and provide a description.

Submit your inspection request via email at fire.inspections@ventura.org