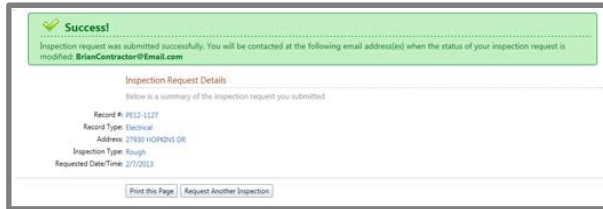


## SCHEDULING CONFIRMATION:

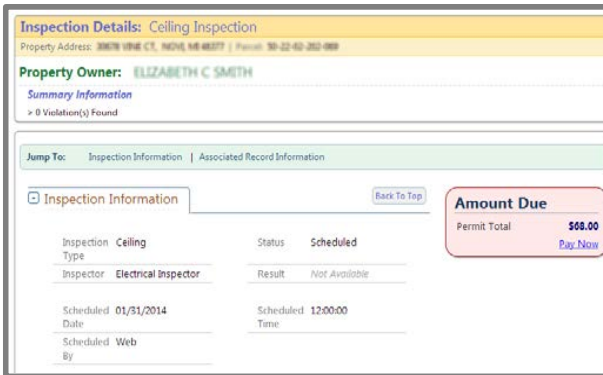
You will receive a confirmation message that the inspection has been scheduled successfully.

Email notifications will be sent regarding any status changes or if the inspection must be rescheduled



## VIEW INSPECTIONS:

In the "View My Activity" section you can view, cancel or reschedule pending inspections, or review completed inspections



Osceola County Building Department  
22054 Professional Drive Suite A  
Reed City, Michigan 49677

Phone: 231-832-6117  
Fax: 231-832-7345

E-Mail:  
building@osceolacountymi.com

Website: osceola-county.org

Building Inspector: Donald LaBrenz  
Electrical Inspector: Tim Taylor  
Plumbing/Mechanical Inspector: Gerald Antor

**At this time you can only request for inspection for Electrical, Plumbing and Mechanical.**  
**Please call the office for Building Inspections**

Developed by



# Automated Inspection Hotline

FOR HOMEOWNERS



Osceola County Building Dept.



## STEP 1:

Find and select the permit you wish to schedule an inspection for.

Permit Number	Permit Type	Property Address
PD15-0004	Demolition	822 SCHUSTER AVE
PE14-0139	Electrical	
PBC15-0009	Building Commercial	3717 LOVERS LN

## STEP 2:

Select the desired inspection type and choose from the available days on the calendar.

## STEP 3:

Verify Contact Information.

Name	Email Address	
BSA Contractor	bsacontractor@bsa.com	<input checked="" type="checkbox"/>
John Smith	jsmith@abc.com	<input type="checkbox"/>
Chris Jones	cjones@abcc.com	<input checked="" type="checkbox"/>

## STEP 4:

Add attachments (if applicable)



Visit the “Contractor Learning Center” for more AMG information and detailed walkthroughs

[tp://bsasoftware.com/Learning-Center/Community-Development/Contractor-Learning-Center](http://bsasoftware.com/Learning-Center/Community-Development/Contractor-Learning-Center)