



Travis County Emergency Services District No.12

PO Box 846 • 405 W Parsons St. • Manor, TX 78653

P: 512-272-4502 • F: 512-428-5114



Inspection Request Form

Instructions:

THIS FORM IS NOT TO BE USED FOR NEW CONSTRUCTION

- Submit this form to Travis County ESD No.12, Attn: Fire Prevention Division, to request inspection.
- This form and all applicable fees shall be submitted at least 5 days prior to the requested inspection date.
- This inspection request may hand delivered or sent via e-mail to FirePrevention@tcesd12.com with the inspection address in the subject line or by fax to (512) 428-5114.
- Fees must be mailed with form or hand delivered to ESD12 prior to the inspection being scheduled.
- If you have any questions regarding this for please call (512) 272-4502.

(Please Print)

FILL OUT ALL FIELDS BELOW OR YOUR INSPECTION MAY BE DELAYED

Permit Number: _____ Date Submitted: _____ Requested Inspection Date: _____

Business Name: _____ Requested Inspection Time: _____

Property Owner Name: _____ Inspection Requested By: _____

Property Address: _____ City: _____ State: _____ Zip: _____

Onsite Contact Name: _____ Onsite Contact Phone: _____

Onsite Contact Email: _____ Onsite Contact Fax: _____

Est Square footage of Building: _____ Number of Stories: _____

Check Each Inspection Requested

- Fire Department Access
 Fire Sprinklers
 Fire Alarm
 Fire Suppression System
 Fire Extinguishers
 Fire Pump Test
 Water Supply
 Fire Separation
 Hood System
 Elevator
 Knox Box
 Fuel Tanks
 Exits/Egress
 Emergency Lighting
 Address
 HVAC Damper/Detectors
 Site
 Underground Fire Line
 Change In Occupancy

Other(describe): _____

\$60 per hour with a 2-hour minimum per inspection. If you would like an estimate of time for inspection, Please call 512-272-4502

Total fees included: _____

FOR FIRE DEPARTMENT USE ONLY

Date Received: _____ Received By: _____

Occupant ID: _____ Occupant Class: _____ Total Fees Paid: _____

Inspector: _____ ID # _____ Date Inspected: _____

Notes: _____

- Entered In FH
 Receipt Sent
 Violation Report
 NO VIOLATIONS FOUND

REINSPECTION

NEEDED

COPY OF VIOLATION REPORT MUST BE ATTCHED TO THIS FORM