



SANTA CLARA COUNTY FIRE DEPARTMENT

1315 Dell Avenue, Campbell, CA 95008 | (408) 378-4010 | SCCFD.org

OVERTIME INSPECTION & PLAN REVIEW REQUEST FORM

Plan Review Request		Inspection Request
Expedited Plan Review/Overtime Inspection Request Forms can be submitted in person at 1315 Dell Avenue, Campbell, CA 95008 or by emailing to prevention@sccfd.org (FP) OR email to cfmo@sccfd.org (for unincorporated). Payment of fees associated with this request can be made at the appropriate office (see below). Cash, check or credit card authorizations are acceptable forms of payment.		
<u>Overtime Fee Rate (per hour) and Office Locations:</u>		
District cities/towns: \$120 / Campbell: \$245 1315 Dell Avenue Los Gatos, CA 95032 (408) 341-4420		Unincorporated: County Fire Marshal Office: \$215 (408) 299-5700
Holiday Overtime rate for District cities and towns: \$150 (not including Campbell)		
PERMIT HOLDER INFORMATION		
Permittee (Contractor):		
Address:		
Email Address:		
Primary Contact:		Phone Number:
PROJECT INFORMATION		
Project/Facility Name:		
Project/Facility Address (Numbers, Street, Suite/Unit and City/Town):		
OVERTIME INSPECTION INFORMATION		
Fire Plan Check Number (e.g., 22-1234)		
Inspection Type (Fire Alarm, Fire Sprinkler, etc.):	Estimated Hours (Min. 1 hr.):	24-hour Battery Test: Yes No
ACKNOWLEDGEMENT		
By signing I acknowledge the following:		
NOTE: Overtime is accepted by the inspectors on a voluntary basis. Acceptance is not guaranteed. A minimum 1-hour fee will be charged. Not all requests will be fulfilled.		
Plan Review -We will notify you when completed. Permits/comments will not be released until all fees have been paid.		
Print Name:		Signature:
FIRE PREVENTION STAFF USE ONLY		
Plan Due Date:	Assigned To:	
Total Hours:	Amount Due:	
Inspection – Scheduled Date/Time:		