

**!!!! KEEP THIS SHEET !!!!**

To: BUILDING PERMIT RECIPIENT, CITY OF OSAKIS

From: Inspectron, Inc.

Subject: Project Permit Requirements

In an effort to make your project go as smoothly as possible, please note the following items:

- Read your permit for inspection requirements.
- Review the set of plans returned to you. Notify subcontractors of any changes. Keep this set of plans at the job site.
- The **permit holder** is responsible to call for **ALL** applicable inspections. Notify any subcontractors about the required inspections and when they can be scheduled.
- The **order of inspections is important** as some work may be covered up (Look at the orange permit card for when inspections are required).
- All inspections should be scheduled 24 hours prior.
- **Call 320-377-9029 to schedule an inspection.**

The City of Osakis requires a CERTIFICATE OF OCCUPANCY (CO). The certificate must be issued PRIOR to any occupancy of the building. All required inspections and code issues must be completed prior to a Certificate of Occupancy being issued.

**!!!! QUESTIONS !!!!**

If you have any questions regarding your construction project call the City of Osakis Building Inspector Michael Friedrichs at #320.377.9029.