## Note, the online cancellation option only if canceling prior to 12 a.m on the day of your inspection.

If the inspection is scheduled needs to be cancelled the day of the inspection, please call the assigned inspector to cancel the inspection.

To cancel an inspection, from the Building Division's home page select **BUILDING PERMITS ONLINE** link:

SEMINOLE COUNTY FLORIDAS NATURAL GHOICE	Businesses	Residents	Visitors	Services		
BUILDING						
Home / Departments & Services / Develop	ment Services /					
Building Division Contacts	The Building Division lobby has returned to normal busines p.m., with the last sign-in in at 4:30 p.m. Due to limited staff wait times for walk-in customers. For the safety of custome customers to wear masks while being assisted by staff. The you do not have one. <b>Note, <u>REQUESTED INSPECTIONS</u> are being inspected as sched <u>INSPECTION MODIFICATIONS POLICY</u> for additional informa</b>					
EPLAN LOG-IN						
Flood Prone Areas Forms And Applications	To keep indiv offers virtua County. Plea virtual inspe	To keep individuals safe during the COVID-19 pandemic, Se offers virtual inspections for some inspection types to home County. Please see the <u>Virtual Inspections</u> section below fo virtual inspections are offered between 1:30 p.m. – 3:30 p.m.				

Once on the home page, select the Schedule or Cancel Inspection link



Select the **Application Number** from the drop down box next to the Search Method Input the application number in the boxes, then select the **Continue button**.

SEMINOLE COUNTY FLORIDAS NATURAL CHOICE	
Pay Fees	Soloct Pormit
Home	
Select Permit	* = Required
Schedule or Cancel Inspection	Search Method: Application Number
Request Application Number	Search Criteria
Email Us	* Application Number: 21 <

The Schedule or Cancel Inspection page will open. To cancel an inspection select the **Cancel link**.

SEMINOLE COUNTY FLORIDAS NATURAL CHOICE				
Pay Fees	Cobodulo o	r Canaal Inanaat	lon	
Home	Schedule o	r Cancel Inspect	ion	
Select Permit	Parcel ID	30 19 31 506 0200 0010	Address	1101 E 19T 9T TEST
Detail	Application Date:	: 03/29/21	Owner:	SEMINOLE B C C
Fees	Application Number	: 21 - 5520	Application Type:	ALTERATION
Permit				COMMERCIAL
Plan Tracking	Permit Description	Contractor or Sub-Contractor	Schedule Inspection	Cancel Inspection
nspections	BUILDING PERMIT	TEST ABC COMPANY	Schedule	Cancel
chedule or Cancel Inspection	BUILDING PERMIT	TEST ABC COMPANY	Schedule	Cancel
equest Application Number	BUILDING PERMIT	TEST ABC COMPANY	Schedule	Cancel
mail Us	ELECTRICAL PERMIT	TEST ABC COMPANY	Schedule	Cancel
	ELECTRICAL PERMIT	TEST ABC COMPANY	Schedule	Cancel
	PLUMBING PERMIT	TEST ABC COMPANY	Schedule	Cancel

The Scheduled Inspections window will open with the inspection types scheduled for this permit. In this example, we are scheduling the footer/setback inspection.

Put a check in the box in the Cancel column and select the **Cancel Inspection** button.

SEMINOLE COUNTY FLORIDAS NATIRAL CHICKE							
Pay Fees	O also also al la						
Home	Scheduled In	specti	ons				
Select Permit	Select the inspection you want to	cancel from the	list below.				
Detail	Parcel ID: 30-19-31-506-0200-0010				Address:	1101 E 1	ST ST TEST
Fees	Application Date: 03/29/21			Owner: SEMINOLE B C C			
Permit	Application Number:	21 - 5520		Applica	tion Type:	ALTERA COMME	TION RCIAL
Plan Tracking	000 000 BPC 02 - F		PERMIT				
Inspections	000 000 Di 0 02 1	JOILDING					
Schedule or Cancel Inspection	Inspection Description	11 Type	Permit or Sequence	11	Schedule Da	ate	1 Cancel
Request Application Number	FOOTER/SETBACK	B102	BPC02		04/10	5/21	
Email Us	Showing 1 to 1 of 1 entries					Can	cel Inspection

A warning window will pop up to confirm the cancellation of the inspection. Select the **OK** button



The confirmation window will open showing the inspection was cancelled. This page can be printed/

