

Inspection Procedural Changes Effective February 1, 2018

The City of Kaufman is using Bureau Veritas for our plan reviews and inspections. Which means there are some changes that may affect you. Please take a few minutes to read the following:

1. You are required to keep a set of plans on-site at all times. The set of plans will include the marked set of construction plans and Bureau Veritas comment sheet. It is suggested that you make a secondary set, so if the on-site set disappears, then you will have a complete replacement set.
2. You will need to contact Bureau Veritas by 5:00 p.m. for all inspection. Please do not call the building inspector or the City of Kaufman for your inspections. Their contact information is:
 - a. Inspection **PHONE** Line: 817-335-8111 or 972-980-8401
 - b. Inspection **FAX** Line: 817-335-8110 or 972-980-8400
 - c. Inspection **EMAIL** address: inspectionstx@us.bureauveritas.com
3. If you call Bureau Veritas by 5:00 p.m. you can get an inspection on the next business day. If you do not contact Bureau Veritas by 5:00 p.m., the City of Kaufman will not be able to have the inspection added to the inspectors list.
4. When the inspector completes an inspection, an email will be sent to the general contractor with the inspection results.
5. If there is gas or electric that needs to be released, the City of Kaufman will email the utility company between 4:00 p.m. to 5:00 p.m. of that day.
6. If you call in an inspection that is not ready or is incomplete, you will be charged a re-inspection fee which will have to be paid before you get your final inspection.

Please sign that you have received these instructions: _____