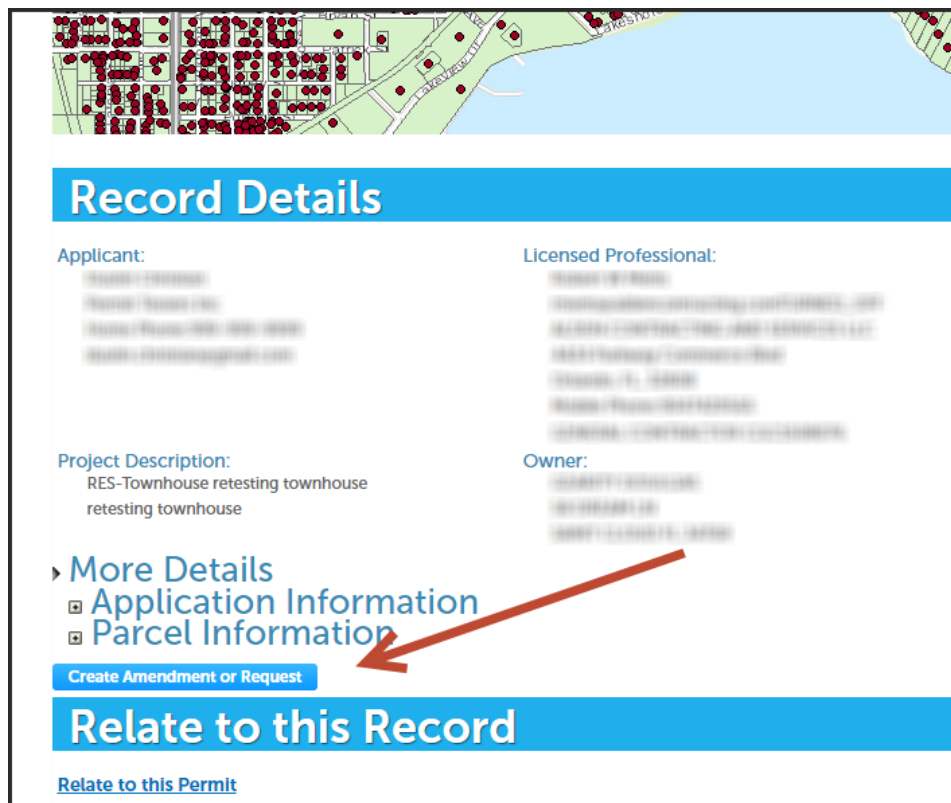




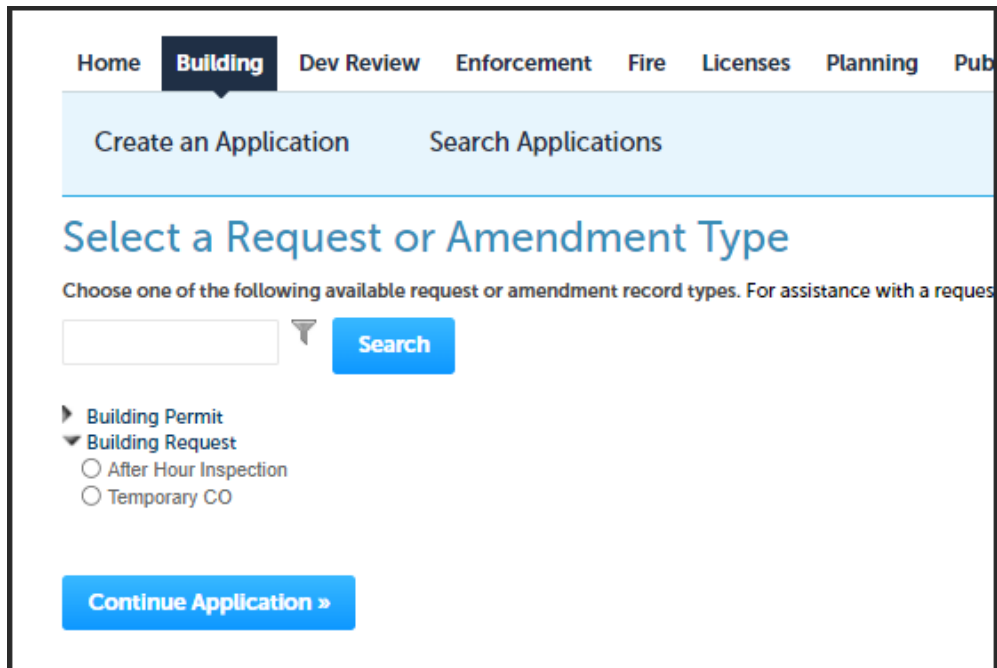
Creating an After-Hours Inspection or a TCO

Option 1: Creating an afterhours inspection from within the permit

- Log into <https://permits.osceola.org/>
- Navigate to your permit number
- Under Record Details, select the blue button that says Create Amendment or Request



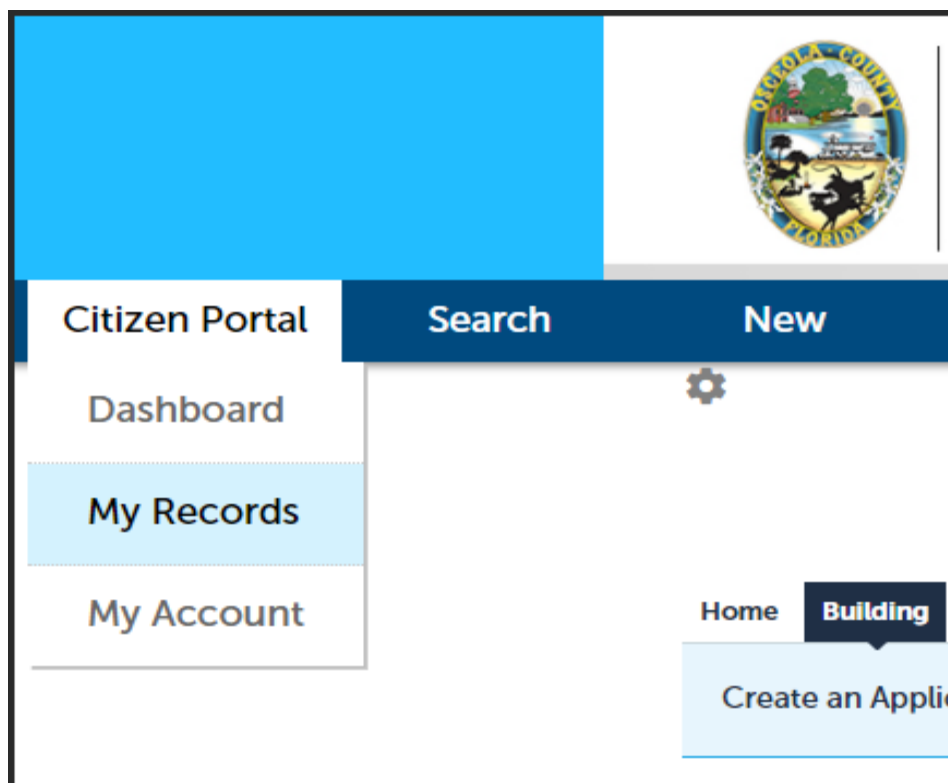
- A new page will appear with two options. Select **Building Request** then either *After Hours Inspection* or *Temporary CO*



- Select the Continue Application button and follow the on-screen prompts to complete

Option 2: Creating an afterhours inspection from the list of permits

- Log into <https://permits.osceola.org/>
- Select the Citizen Portal drop down. Select My Records



- Locate your permit number
- Under the Action column, select the link that says *Amendment or Request*

Building							
Date	Record Number	Record Type	Project Name	Address	Status	Action	Description
11/09/2021	P21-010049	Building Permit		58 DREAM LN, SAINT CLOUD FL 34769	Submitted	Upload Plans	test
11/04/2021	P21-010043	Building Permit	RES-Townhouse retesting townhouse	58 DREAM LN, SAINT CLOUD FL 34769	Issued	Amendment or Request	retesting townhouse
11/02/2021	P21-010025	Building Permit	RES TOWNHOME REQ DOCS RETEST	58 DREAM LN, SAINT CLOUD FL 34769	Submitted	Upload Plans	RES TOWNHOME REQ DOCS RETEST
11/02/2021	P21-010026	Building Permit		58 DREAM LN, SAINT CLOUD FL 34769	Submitted	Upload Plans	Res Alteration Test 11-2

- A new page will appear with two options. Select **Building Request** then either *After Hours Inspection* or *Temporary CO*

Home **Building** Dev Review Enforcement Fire Licenses Planning Pub

Create an Application Search Applications

Select a Request or Amendment Type

Choose one of the following available request or amendment record types. For assistance with a request

- ▶ Building Permit
- ▼ Building Request
 - After Hour Inspection
 - Temporary CO

- Select the Continue Application button and follow the on-screen prompts to complete

Things to remember:

- You will need to be logged into Permit Center
- If you do not see the *Amendment or Request* button or link, then you are not associated with the project. Please contact customercaresupport@osceola.org or call 407-742-0200.
- Fees will be due prior to the completion of the After-Hours request.
- TCO's should be requested under the "P" permit. Fees are not assessed until approved.