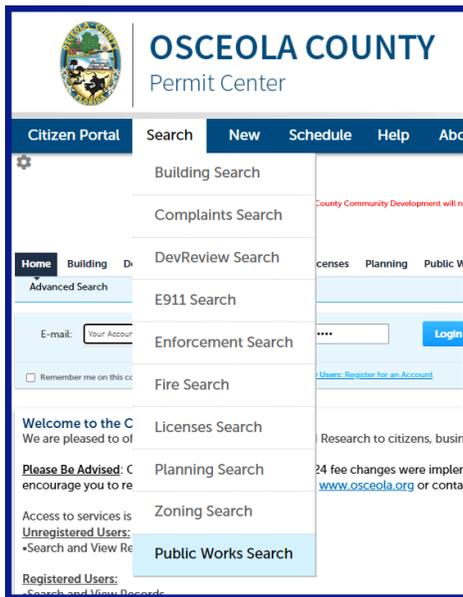


# How to Schedule a Right of Way Permit Inspection

Inspections may be scheduled up to 6:00 AM on the same day.

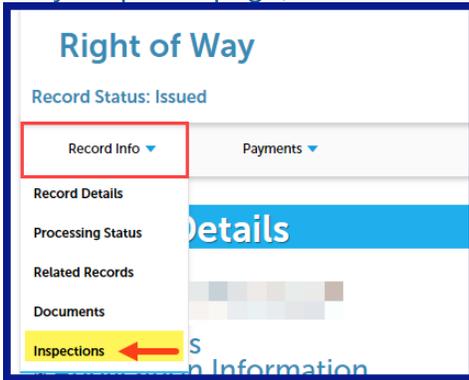
1. Login to [permits.osceola.org](https://permits.osceola.org)
2. Hover over the **Search** button, select the **Permit Type** (Public Works Search) from the drop down.



3. Type your **full permit number** (including the dash) in the **Record Number** box and press **Enter** to search.

A screenshot of the "General Search" form. The form has a blue header with the text "General Search". Below the header, there are several input fields: "Record Number:" with a text box containing "U18-001234" (highlighted with a red box), "Record Type:" with a dropdown menu showing "--Select--", "Location:" with an empty text box, "Start Date:" with a date picker showing "06/06/2016", and "End Date:" with a date picker showing "06/05/2018".

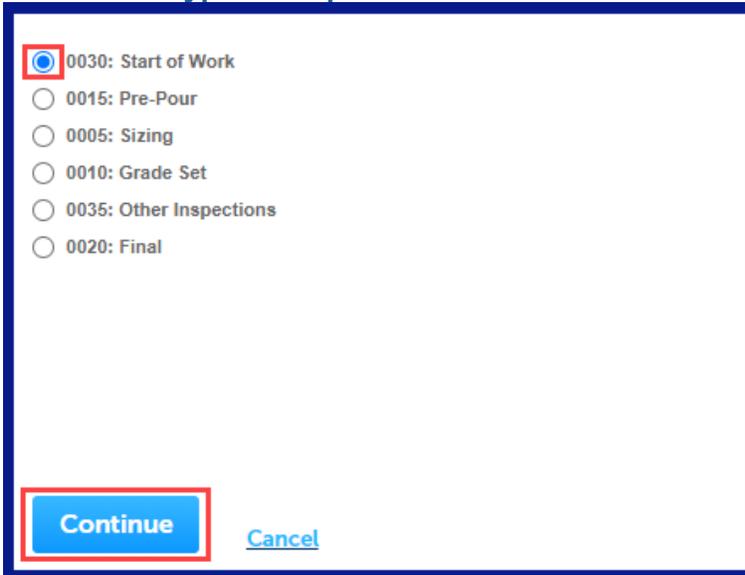
4. On your permit page, click **Record Info** and select **Inspections** from the drop down.



5. Click **Schedule an Inspection**.



6. Choose the **Type of Inspection** needed. Press **Continue**.



7. Select the **Date and Time**. Press **Continue**.

*To continue, select an appointment date and time range by clicking a link on the calendar below:*

Mar 2018							Apr 2018							May 2018							
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa	
			1	2	3		1	2	3	4	5	6	7				1	2	3	4	5
4	5	6	7	8	9	10	8	9	10	11	12	13	14	6	7	8	9	10	11	12	
11	12	13	14	15	16	17	15	16	17	18	19	20	21	13	14	15	16	17	18	19	
18	19	20	21	22	23	24	22	23	24	25	26	27	28	20	21	22	23	24	25	26	
25	26	27	28	29	30	31	29	30						27	28	29	30	31			

[← Prev](#) [Next →](#)

07:00 AM - 03:00 PM

**Continue** [Back](#) [Cancel](#)

8. Verify that the location and contact person are correct, and press **Continue**.

9. Include additional notes if needed and then click **Finish**.

0030: Start of Work  
3/19/2018 7:00 AM  
1000 PROJECT DOX SUBMITTAL  
OSCEOLA COUNTY FL

[Include Additional Notes](#) ←

Optional Comments or Instructions for your Inspector:

Gate code is 5555.

(Please include an alternate phone number if different from the contact information provided in your application.)

**Finish** [Back](#) [Cancel](#)

10. Your Inspection is now scheduled and will appear in your **Upcoming** inspections list.