



City of Prescott Interactive Voice Response System (IVR) 928-777-1176

In order to use the City of Prescott's IVR System, you will need to have the **PERMIT NUMBER, THE SITE ADDRESS AND THE IVR CODE** for the inspection you are requesting. This information is located on the front of the permit.

You may schedule an inspection up to four business days in advance. **Calls received by the IVR before 5:00 a.m. will be scheduled for the same day.** **NOTE:** The IVR System does not operate daily from 1:00 a.m. to 3:30 a.m. due to maintenance.

To schedule and inspection:

1. Dial 928-777-1176
2. Press 1 to schedule an inspection.
3. For a permit that begins with **B** press 1. For a permit that begins with **ES** press 2. For a permit that begins with **ENG** press 3.
4. Enter the seven digit permit number but do not enter the letter(s).
5. The system will read back the permit # and the site address.
6. Enter the four digit inspection code for the inspection being requested. See list on back of this page or press * for a complete list of inspection choices.
7. To schedule for the next business day press 1, to schedule for two business days out press 2, to schedule for three business days out press 3, to schedule for four business days out press 4.
8. To confirm the scheduled day of the inspection and read back a confirmation number press 1, to request another inspection press 2.
9. To end the call, hang up.

NOTE:

You will be prompted throughout the call to enter the permit number, the inspection code(s) and the date of the requested inspection. Please listen carefully to confirm that the correct address was given and that the correct inspection was requested. When finished scheduling **ALL** inspections you will be given a confirmation number. ***Please write this number down.***

If you are unable to schedule an inspection through the IVR System please call the building division at 928-777-1356.



**CITY OF PRESCOTT
PUBLIC WORKS
IVR INSPECTION CODES
928-777-1176**

<u>REQD</u>	<u>IVR CODE</u>	<u>DESCRIPTION</u>
<input type="checkbox"/>	3038	RIGHT-OF-WAY PERMIT START
<input type="checkbox"/>	3040	RIGHT-OF-WAY PERMIT FINAL
<input type="checkbox"/>	8050	PW-SWPPP
<input type="checkbox"/>	7700	PW-FINAL
<input type="checkbox"/>	5000	PW-GRADING & DRAINAGE PRECONSTRUCTION
<input type="checkbox"/>	5001	PW-GRADING & DRAINAGE FINAL
<input type="checkbox"/>	4006	PW-PAVING
<input type="checkbox"/>	7300	PW-CONCRETE
<input type="checkbox"/>	7500	PW-DRY UTILITIES
<input type="checkbox"/>	7600	PW-EARTHWORK
<input type="checkbox"/>	8010	PW-SEWER MAIN
<input type="checkbox"/>	8012	PW-SEWER TESTING
<input type="checkbox"/>	8030	PW-STORM DRAIN
<input type="checkbox"/>	7000	PW-UNDERGROUND FIRE LINE
<input type="checkbox"/>	8300	PW-WATER MAIN
<input type="checkbox"/>	8303	PW-WATER TESTING