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 **BUILDING PERMIT NUMBER, THE SITE ADDRESS AND THE IVR CODE** for the inspection you are requesting. This information is located on the front of the building 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.
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.

Also note that a list of inspections specific to your permit is printed on your permit. 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

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