



**State of New Jersey**  
DEPARTMENT OF COMMUNITY AFFAIRS  
OFFICE OF LOCAL & STATE CODE INSPECTIONS  
SOUTHERN REGIONAL OFFICE  
852 WHITEHORSE PIKE  
HAMMONTON, NJ 08037

**PHILIP D. MURPHY**  
*Governor*

**LT. GOVERNOR SHEILA Y. OLIVER**  
*Commissioner*

**EFFECTIVE AUGUST 2021, ALL INSPECTION REQUESTS MUST BE SUBMITTED ONLINE AT:**

<https://fs2.formsite.com/njdca/d843oruyzp/index.html>

**OR USE THE QR CODE BELOW FOR INSPECTION REQUEST SUBMITTALS.**

INSPECTIONS ARE PERFORMED BETWEEN 8:00 A.M. AND 4:00 P.M.

YOU MUST PROVIDE ALL REQUIRED FIELDS TO SCHEDULE AN INSPECTION. THE INFORMATION IS ON THE PERMIT RECEIPTS. IF CHOOSING 'OTHER' FOR THE TYPE OF INSPECTION, USE THE PROVIDED BOX FOR A DESCRIPTION.

USE THE 'NOTES/SPECIAL REQUESTS' BOX FOR LOCKBOX NUMBERS, ALTERNATE CONTACTS, REQUESTED ETAs, LOCATION OF RELEASED PLANS, OR IF YOU WANT THE OFFICIAL/INSPECTOR TO CONTACT YOU, ETC.

YOU WILL BE CONTACTED BY EMAIL WITH AN ALTERNATIVE DATE IF YOUR REQUEST CANNOT BE SCHEDULED DUE TO STAFFING CONFLICTS.

ANY INSPECTION RECEIVED AFTER 3 P.M. WILL BE PROCESSED THE NEXT BUSINESS DAY.

TO CANCEL AN INSPECTION, YOU MUST CALL **609-567-3653** NO LATER THAN 9:00 A.M. THE DAY OF THE INSPECTION.

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