



# Orange County Fire Authority

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## Special Notice

Date: September 24, 2015

Subject: **Revised Construction Inspection Cancellation Procedure**

Effective October 1, 2015, cancellation fees will be applied to any inspection cancelled after **1 p.m.** on an **OCFA** business day preceding the scheduled inspection date. Previously, these fees were assessed if the inspection was cancelled after 5 p.m. on the day preceding the scheduled inspection date. This change is necessary to allow staff adequate time to make scheduling adjustments. The fees assessed are unchanged and may be paid in person or via credit card.

If you need to cancel an inspection, you must notify Inspection Scheduling at 714-573-6150 no later than **1 p.m.** on an **OCFA** business day prior to your scheduled inspection.