Go to ConnectLivePermits.org

Sign In
Click the Sign In link at the top of the screen.
Enter your email address and password.
Click the Log In button.

Click
Click the Inspections link at the top of the screen.

Find
Find the permit you want. (Your open permits are separated by a blue bar with the address/permit number on it.)

Schedule
Find the inspection you want to schedule in the list under the permit number.
Click the Schedule link under Action.
Select the date you want; click its radio button.
Enter notes for the inspector if needed.
Click the Schedule this Inspection button.
Get message - Inspection scheduled successfully.
Click the Close button.

Cancel
Find the inspection you want to cancel in the list under the permit number.
Click the Cancel link under Action.
Get message - Are you sure you want to cancel this inspection?
Click the OK button.
Get message - Inspection cancelled successfully.
Click the OK button.

Get Info
Click on the icon under More Info to see the associated comments/deficiencies for an inspection. The icon will not appear if there is no inspection info.

Email
Click on the name under Inspector to send an email to the inspector with any questions you have about that inspection.

**Important stuff to know**
- No action is available on inspections that are highlighted in blue.
- Although listed, an inspection may not be available for scheduling due to its dependency on the passing of another inspection.
- Inspections, as shown on the list, are subject to change.
- Inspections may not be performed on the exact day requested.
- Reinspection fees may be added if the work is not ready/complete at the time of inspection or if the inspection request is canceled after the cut-off time.
- Inspections may only be scheduled by the Applicant of Record.

You can ...
- Schedule and Cancel Inspections
- Manage your personal information
- Apply online *
- View the status of your applications
- View fees and make payments
- Print documents and permits

* Only contractors licensed by the County may apply for building permits online at the present time.

VOLUSIA COUNTY
Growth & Resource Management
123 W Indiana Avenue, Room 203
DeLand, FL 32720

ConnectLive@volusia.org
Tel: (386) 736-5943
# How-to Guide for Permit Inspections

1. **GO TO**
   - Volusia County Connect Live

2. **SIGN IN**
   - Log in with your account

3. **CLICK**
   - My Account ➔ Apply ➔ My Stuff ➔ Messages ➔ Inspections ➔ Pay Now ➔ Exit

4. **FIND**
   - Search for inspections

5. **SCHEDULE**
   - [Schedule Inspection]
   - Available Dates: Monday, Mar 02nd, Tuesday, Mar 03rd, Wednesday, Mar 04th, Thursday, Mar 05th
   - Notes for the Inspector:

6. **CANCEL**
   - Message from webpage: Inspection cancelled successfully
   - [OK] [Cancel]

7. **GET INFO**
   - Deficiencies:
     | Status   | Inspector | Deficiency | Remedy               |
     |----------|-----------|------------|----------------------|
     | Failed   | Dale Smith| Duct, Duct & Refrac. Containing System 311, Comment(s): does not meet the requirements of the 2016 edition of the Florida Building Code. | Replace the duct on the north side of the house. |
     | Failed   | Dale Smith| Duct Const. & Installation 603, Comment(s): not in proper location and without duct seal affidavit. | Replace the duct on the north side of the house. |

8. **EMAIL**
   - Inquiry on File: 201401206001 Process: Mechanical Final
   - [Inquiry on File: 201401206001 Process: Mechanical Final]
   - Inspection Name: Dale Smith
   - Inquiry Message: Would I be possible for you to call me so that we can discuss the reasons my inspection did not pass? I can be reached at (386) 123-4567 anytime after 7:30 tomorrow morning. Thanks in advance. Amanda

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### My Inspections Table

<table>
<thead>
<tr>
<th>Inspector</th>
<th>Status</th>
<th>Action</th>
<th>Inspector</th>
<th>More Info</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Failed</td>
<td></td>
<td>Dale Smith</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Failed</td>
<td></td>
<td>Dale Smith</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Failed</td>
<td>Inspection Requested</td>
<td>Cancel</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Passed</td>
<td>Gas Test</td>
<td>Not Available</td>
<td></td>
</tr>
<tr>
<td></td>
<td>Passed</td>
<td>One Roughed In</td>
<td>May be in use</td>
<td></td>
</tr>
</tbody>
</table>

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**Note:** The table and images are placeholders for actual content. The table should be populated with real inspection data. The images show the process of scheduling, canceling, and getting information from the system.