



Virtual Inspection Instructions and Requirements for Single Family Inspections

Please follow the instructions in the VuSpex GO Offline Field Report User Guide to download and use the VuSpex GO app. [VuSpex GO Offline Field Report User Guide](#)

The Charlotte County Building Department only uses the Offline Field Report functionality of VuSpex GO. Inspections are automatically scheduled for the following business day. **You DO NOT need to schedule an inspection prior to submitting an Offline Field Report.**

Once you have downloaded VuSpex GO, refer to the “Checklist of Required Photos” below to upload necessary photos for review. **YOU MUST TAKE THE PHOTOS AT THE INSTALLATION ON SITE** for location verification. Failure to do so, will result in a failed inspection. Once the photos are uploaded into VuSpex Go at the work site, you may submit the Offline Field Report at any location with a good cell signal.

Checklist of Required Photos

Roof	Exterior Siding	Soffit	Stucco Lath
<p><u>Dry-In:</u></p> <ul style="list-style-type: none"> ✓ Home with address or Job Card ✓ Sheathing nailing with a tape measure, joint and field, on each plane ✓ Drip edge attachment, each plane ✓ Valley attachment ✓ Dry in of each plane ✓ Roof in progress, each plane <p><u>Final:</u></p> <ul style="list-style-type: none"> ✓ Home with address ✓ Roof penetration ✓ Each plane 	<ul style="list-style-type: none"> ✓ Home with address or Job Card ✓ Product labels on site ✓ Clear photo of fasteners ✓ Will be conducted when lath is 100% complete including any architectural features and no more than 50% of the 1st coat of stucco has been applied. ✓ No more than 90% can be completed, minimum of 10% 	<ul style="list-style-type: none"> ✓ Home with address or Job Card ✓ Product labels on site ✓ Clear photo of fasteners ✓ Will be conducted when lath is 100% complete including any architectural features and no more than 50% of the 1st coat of stucco has been applied. ✓ No more than 90% can be completed, minimum of 10% ✓ Attachment of J mold at exterior wall ✓ Attachment of soffit at fascia ✓ Attachment of mid brace (if required) 	<ul style="list-style-type: none"> ✓ Home with address or Job Card ✓ Attachment of lath material ✓ Clear photo of fasteners ✓ Will be conducted when lath is 100% complete including any architectural features and no more than 50% of the 1st coat of stucco has been applied.

Only submit pictures associated with permit scope of work.

For help, please email CCTechSupport@CharlotteCountyFL.gov or call 941.743.1201.