

GENETHIA HUDLEY-HAYES
PRESIDENT

CASIMIRO U. TOLENTINO
VICE PRESIDENT

DIANA M. BONTÁ
ANDREW FRIEDMAN
JILL FURILLO

LETICIA GOMEZ
EXECUTIVE ASSISTANT I



ANTONIO R. VILLARAIGOSA
MAYOR

MILLAGE PEAKS
FIRE CHIEF

200 NORTH MAIN STREET
LOS ANGELES, CA 90012

(213) 978-3800
FAX: (213) 978-3815

<http://www.lafd.org>

**CONSTRUCTION SERVICES UNIT - NEW CONSTRUCTION
DIVISION 15 POLICY FOR REQUESTING OFF-HOURS INSPECTION**

- All requests for Off-Hours Inspections require a written request, which must be on file in the Construction Services Unit prior to being scheduled.
- Your written request shall be addressed to:

Commander, Construction Services Unit
Fire Prevention Bureau
201 N. Figueroa Street, Suite 300
Los Angeles, CA 90012

- Your written request shall include the following information:
 - o Job Address
 - o Description of work
 - o Building does not allow testing during normal business hours
 - o Cost: The cost will be \$344 for the first 4 hours, with a 4-hour minimum required, and \$86 for each additional hour or any portion thereof. It should be indicated on the letter that the applicant is aware of the \$86 fee for each additional hour or any portion thereof.
 - o The Fire Department will invoice the responsible individual upon completion of work. State names of person to be billed, address, and phone number.
 - o Off-Hours Inspections forfeit the opportunity for 2-free hours of inspection.

For further information, please contact the Construction Services Unit at 213-482-6907.

MILLAGE PEAKS
Fire Chief

Robert Franz, Captain II
Construction Services Unit