



Offline Field Report Checklist

Plumbing Fixture Replacement

(Same location; Like for like replacement)

Required Images and Document(s) – Please upload the specified document(s) to the Accela record and photograph the following images using the VuSpex App:

- Front elevation of home.
- Work areas/spaces where work is occurring.
- Original fixture(s), being replaced.
- New fixture(s), installed.
- Piping connection(s) to fixture.
- Required clearances, displayed with tape measure – when applicable.
- Fixture(s) sealed to wall, floor, etc.
- Backflow preventer, if one is installed
 - Certification tag/document
 - Thermal expansion device or image of compliant water heating

**Once the photos listed have been submitted via the VuSpex app, the desired inspection is automatically scheduled for the following business day.