

Customer Portal Series

How to: Cancel an Inspection

Customers can cancel the Request an Inspection process or cancel an Inspection that has been requested.

Cancel an Inspection Request

1. When clicking to request an inspect and this page opens it is actually creating an 'Inspection Request' in the system.

Type	File Number	Description	Location	Status	Created Date	Submitted Date	Revisions Required	Next Action
Water Permit	WATER-2022-12199	Residential, Individual Service Connections, testing	163 MAIN AVE, HALIFAX, NS B3M1B3	Issued	Nov 3, 2022	Nov 3, 2022		Request Inspection

2. Once you are on this page this 'Inspection Request' process has already generated. If you have navigated to this page in error or you no longer wish to request an inspection the way to remove the 'Inspection Request' process that has already generated in the system without requesting an inspection, click the 'Cancel Inspection Request' button.

Request an Inspection Water Permit (WP-2021-07497)

DETAILS

Contact Phone Number: (902) 456-0519
Requested Date: Jul 29, 2022
Requested Time: AM PM (Any Time)
Special Instructions for Inspector:

INSPECTION TYPES

Use the checkboxes below to select the inspection(s) you would like to request.
Note: These are requested dates and times only and are not guaranteed. We will do our best accommodate where possible.

For more information on inspections please visit Halifax.ca

Request Type of Inspection	Latest Inspection Result	Recommended Inspection Order
<input type="checkbox"/> Halifax Water - Backflow Prevention	Not Requested	1 Mandatory
<input type="checkbox"/> Halifax Water Connection - Residential Stormwater Service	Requested Jul 20, 2022	1 Mandatory
<input type="checkbox"/> Halifax Water Connection - Residential Wastewater Service	Requested Jul 25, 2022	1 Mandatory
<input type="checkbox"/> Halifax Water Connection - Residential Water Service	Requested Jul 26, 2022	1 Mandatory
<input checked="" type="checkbox"/> Halifax Water Connection - Discretionary	Not Requested	2 Mandatory
<input checked="" type="checkbox"/> Halifax Water Meter - Request Customer Care Contact me to Arrange a Meter Installation Date	Not Requested	3 Mandatory

[Request Inspection](#) [Cancel Inspection Request](#)

Cancel this Inspection Request

Screen ID: 1028500

This button is essentially a 'Go Back' button on this page and will not cancel any previously requested Inspection.

Customer Portal Series

Cancel a Requested Inspection

- To Cancel an already requested Inspection, navigate to the 'My Inspections' tab on the main landing page, find the inspection you would like to cancel, then click the 'Cancel Inspection' link.

MY ACTIVITIES	MY INSPECTIONS	MY PROJECTS	MY BUSINESSES					
Your inspections are listed here on the My Inspections Tab.								
Once your certificate is issued, your permits or licenses will no longer appear in your dashboard. Use the Search in the menu above to retrieve your permit.								
Inspection Number	Inspection Type	Result	Inspection Report	Cancel Inspection	Requested Date	Scheduled Date	Location	View Permit
BPRES-2022-04251-001	Part 9 - Footing	Passed	Inspection Report		Apr 27, 2022	Apr 27, 2022	No primary address specified	Permit
BPRES-2022-04251-003	Part 9 - Foundation	Failed	Inspection Report		Jul 20, 2022	Jul 20, 2022	No primary address specified	Permit
TPW-ROW-2022-05319-01	ROW - Reinstatement	Cancelled			mmm dd, yyyy	Jun 23, 2022	CLARE CRT, TIMBERLEA, NS	Permit
TPW-ROW-2022-05320-002	ROW - Warranty			Cancel Inspection	Jun 23, 2022	Jun 23, 2022	CLARENCE AVE, EASTERN PASSAGE, NS	Permit
TPW-ROW-2022-05320-01	ROW - Reinstatement			Cancel Inspection	mmm dd, yyyy	Jun 23, 2022	CLARENCE AVE, EASTERN PASSAGE, NS	Permit
Search ...								

- A confirmation prompt will appear. Click OK.

test-plc.halifax.ca says

Are you sure you want to cancel this inspection?

- The page will refresh and the Inspection will show as Cancelled.

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Search ...								

Cancelling an Inspection