



Maricopa County Environmental Services Department
 Environmental Health Division
 Phone: (602)506-6824
Esplanreview@maricopa.gov

INSPECTION UPON REQUEST

If you need assistance, please contact us or visit one of our locations: [Office Locations](#)

If you are visiting one of our regional offices, we recommend that you call the office first to ensure the office is open so as to better serve your needs.

Please Select your Inspection Type*

See definition below for inspection types

- Plan Review
 Routine Inspection
 Training Inspection
 Export Letter

***Plan Review:** inspections can be requested by the owner/operator of a permitted facility or a un- permitted facility. If a permitted facility is to be inspected the owner of the facility must agree to and fill out the rest of this form. After the fee has been processed, the assigned inspector will contact the owner within 5 business days to arrange for inspection. If requesting for more than one permit a separate application must be filled out with the fee. Inspection upon Request is not for facilities that have already submitted plans. Note: Please be advised that changes to the operation, physical facility or menu from the time of the Inspection Upon Request may result in additional items being corrected prior to final approval and issuance of the permit to operate.

***Routine Inspection:** at the request of the owner/operator, will consist of one mandatory un-announced inspection. This inspection will occur 1-3 days after the application is processed. Inspection upon Request may only be approved once every 12 months for each permit. If requesting for more than one permit a separate application must be filled out with fee. Complaint Inspections and Foodborne Illness Inspections will be conducted as usual during this process and will not be counted as an Inspection upon Request. Inspection upon Request and the fees associated with this inspection in no way guarantee the operator of a specific award.

***Training Inspections:** can be requested and the subsequent follow up inspection will not be required and the establishment's next scheduled inspection will be set according to the risk assigned to that permit. Training inspections can be requested more than once per year but will only be accepted as the time is available to do so.

***Export Letter:** Nutritional Supplement wholesalers or similar establishments looking for an export approval from the department may request an inspection. Correction of Health Code violations may be required to obtain letter and one additional follow-up inspections, if needed, to determine compliance will be provided with this request.

Permit Number: Name of Establishment:

Business Address:

City: State: Zip:

Business Phone: Name of Contact Person:

Email Address:

Payment Information

Fee: \$240.00

Once the Department has reviewed and accepted your submission our team will contact you via email with payment instructions.

Electronic Signature Agreement

By checking the "I agree" box below, you agree and acknowledge that 1) your application will not be signed in the sense of a traditional paper document, 2) by signing in this alternate manner, you authorize your electronic signature to be valid and binding upon you to the same force and effect as a handwritten signature, and 3) you may still be required to provide a traditional signature at a later date.

I agree.

Disclaimer

Information entered on this form will be retained by Maricopa Environmental Services Department and is a record as defined by Arizona law.

This form will be provided without redaction in response to a public record request unless any of the information is exempt from release under Arizona law.

Electronic Signature:

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