

## How to Obtain My Assigned Inspectors' Information:

**NOTE: You can obtain your inspectors' information ON THE DAY OF THE SCHEDULED INSPECTION, STARTING NO EARLIER THAN 8 AM.**

1. Login to the Portal at <https://permits.roundrocktexas.gov/> if you aren't already.
2. From My Dashboard, click on the **"My Applications"** tab. Under **"Actions"**, click the magnifying glass to open the application record.

My Dashboard

Navigation: Home, Incomplete Applications, Cancel Inspections, Create, Help, Modify Account, Log Out

My Applications

The table below contains a list of all of your applications. To view more details about an application, click the icon.

App Number	Project Name	Type	Sub-Type	Status	Location	Date Created	Actions
ACR25-00017	TEST	Residential Accessory Structure	Residential Accessory Structure New	Issued	301 W. BAGDAD AVE ROUND ROCK TX 78664	2/11/2025	

3. Once you open the record, scroll to **Inspection Requests**.

Building Inspections Review

REJECTED 2/19/2025 NATHAN SMITH View Comments

Final Inspection

Inspection Requests

Inspection Type	Inspection Date	Requested By	Status	Assigned To	Phone Number
Building Water Line Inspection	6/18/2025	JENNIFER ESPARZA	Available	JAKE MORRISON	737-376-0954

Conditions

Condition Description	Date Applied	Date Completed
-----------------------	--------------	----------------