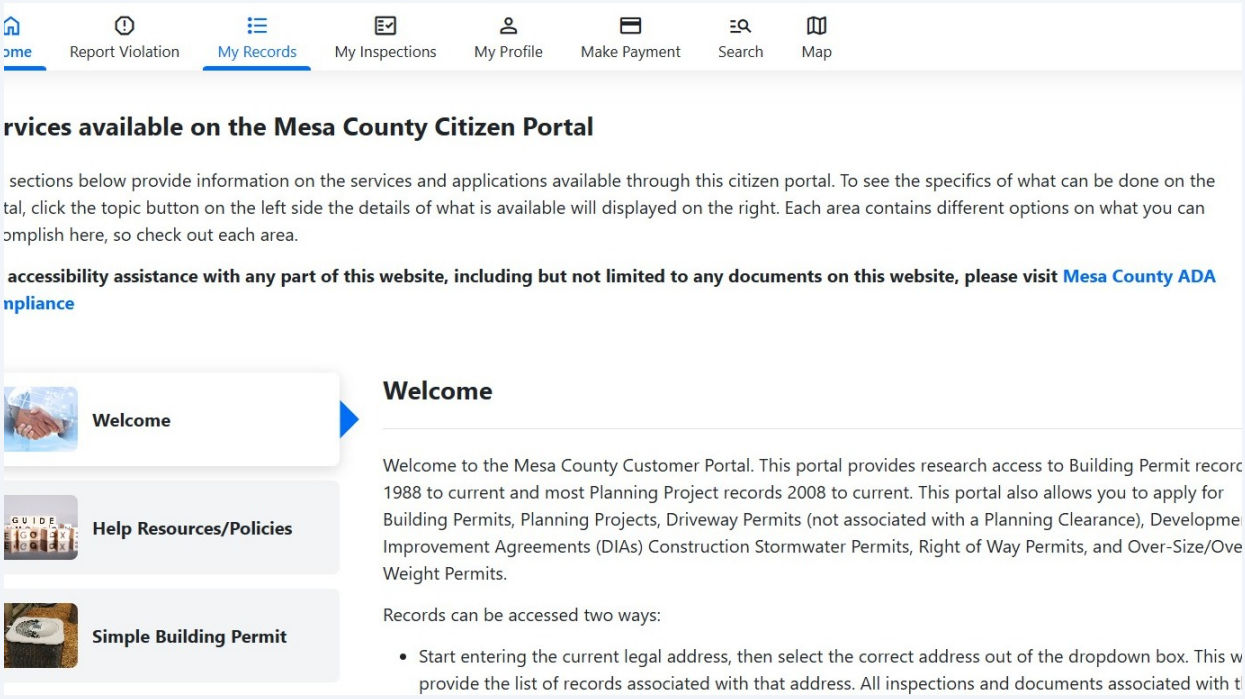
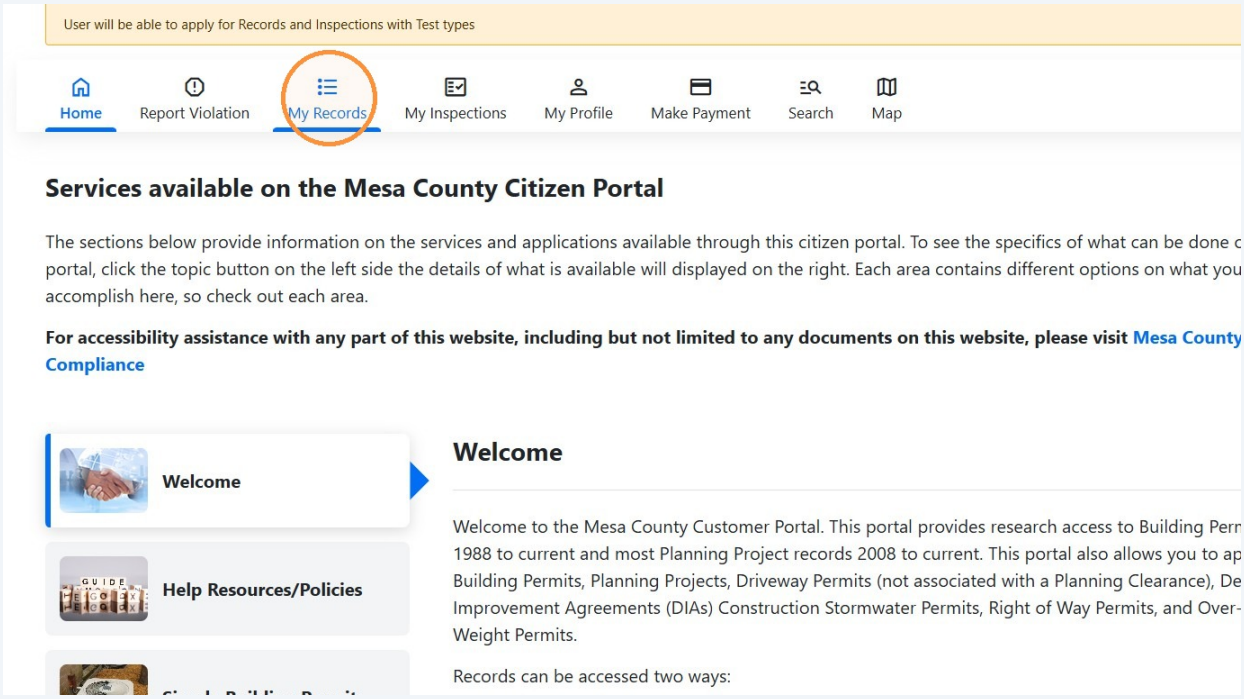
Uploading documents for an issued permit

This guide provides instructions for navigating the Mesa County portal to request a specific building inspection for your issued permit. Follow these steps to efficiently select your inspection type and finalize your request through the online dashboard.

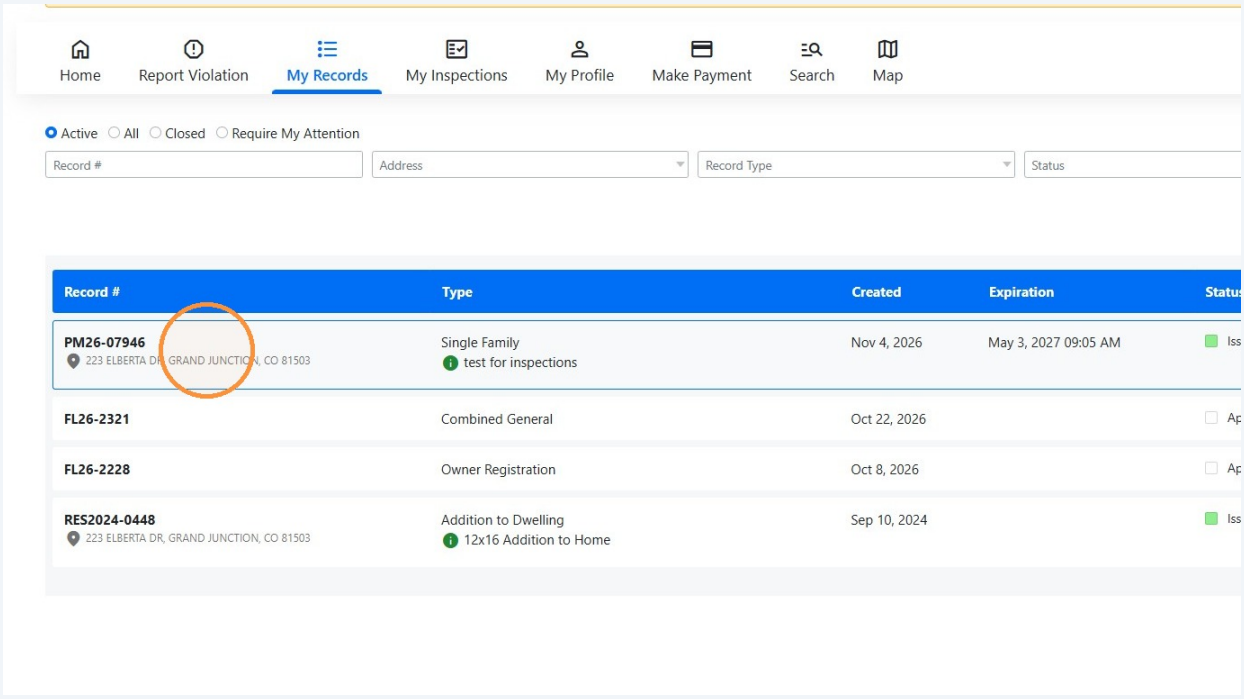
1 Navigate to https://h9.maintstar.co/MesaCounty/Portal/#/



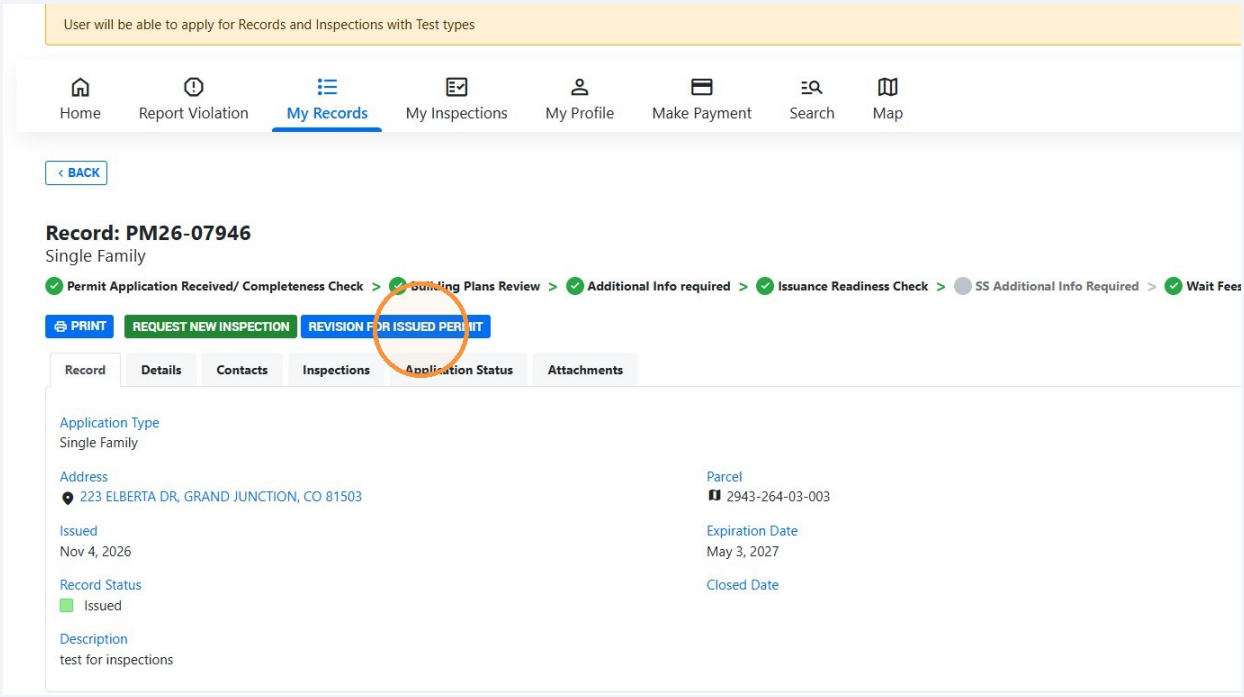
2 Go to "My Records"



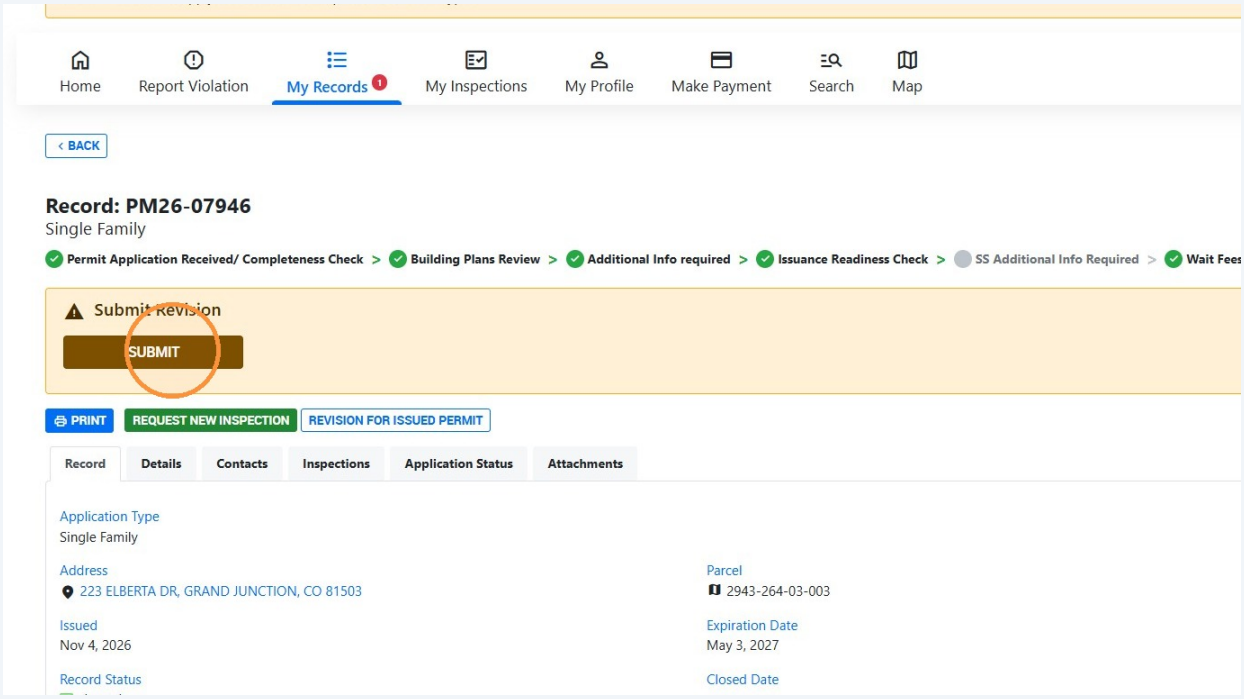
3 Select the record you wish to submit for



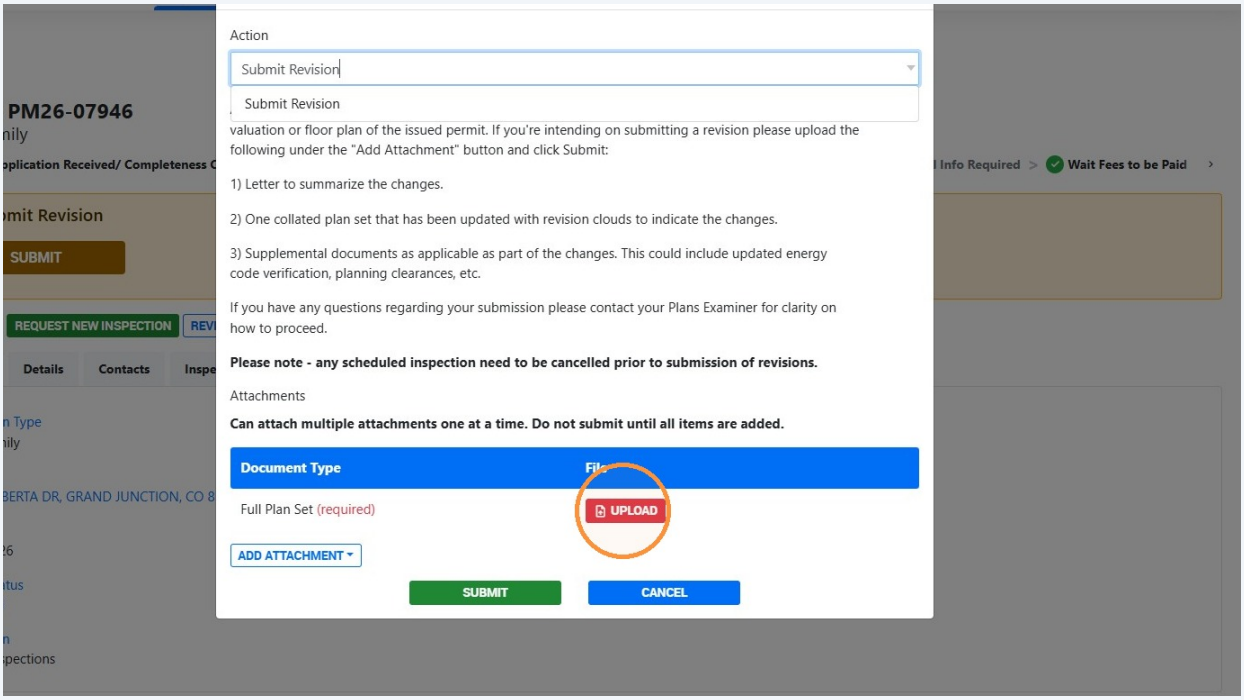
4 If it is a revision select "Revision for Issued Permit"



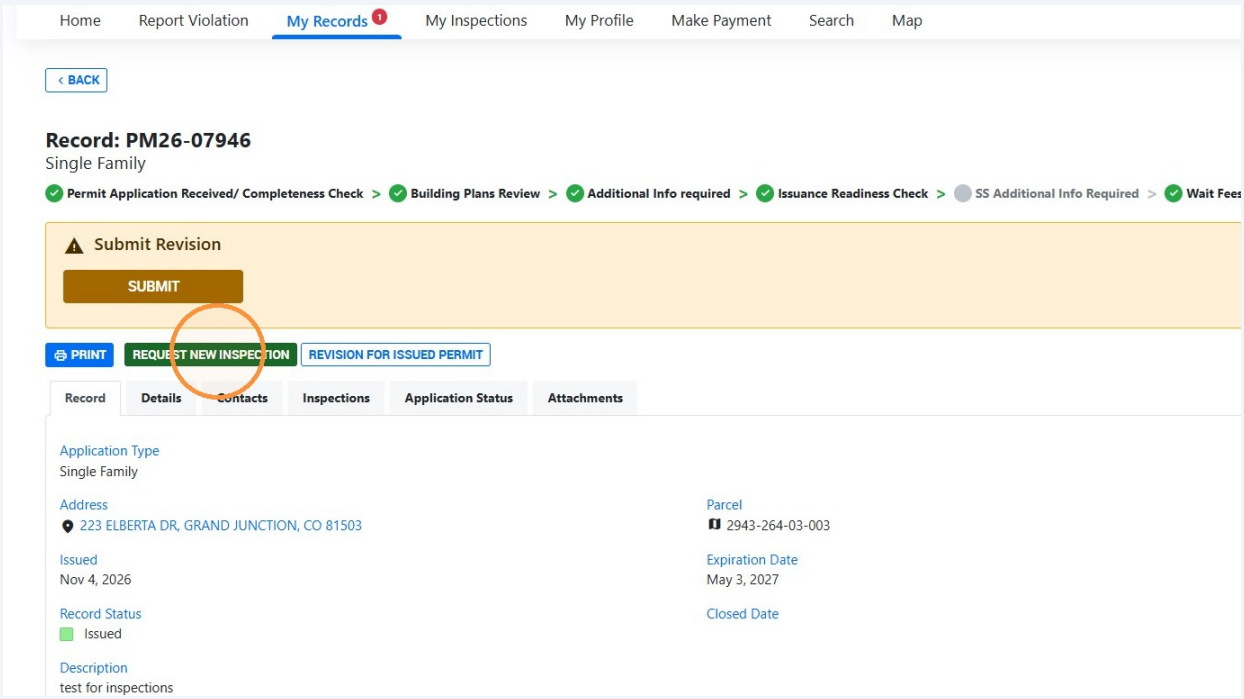
5 Click "Submit" to open the submission window



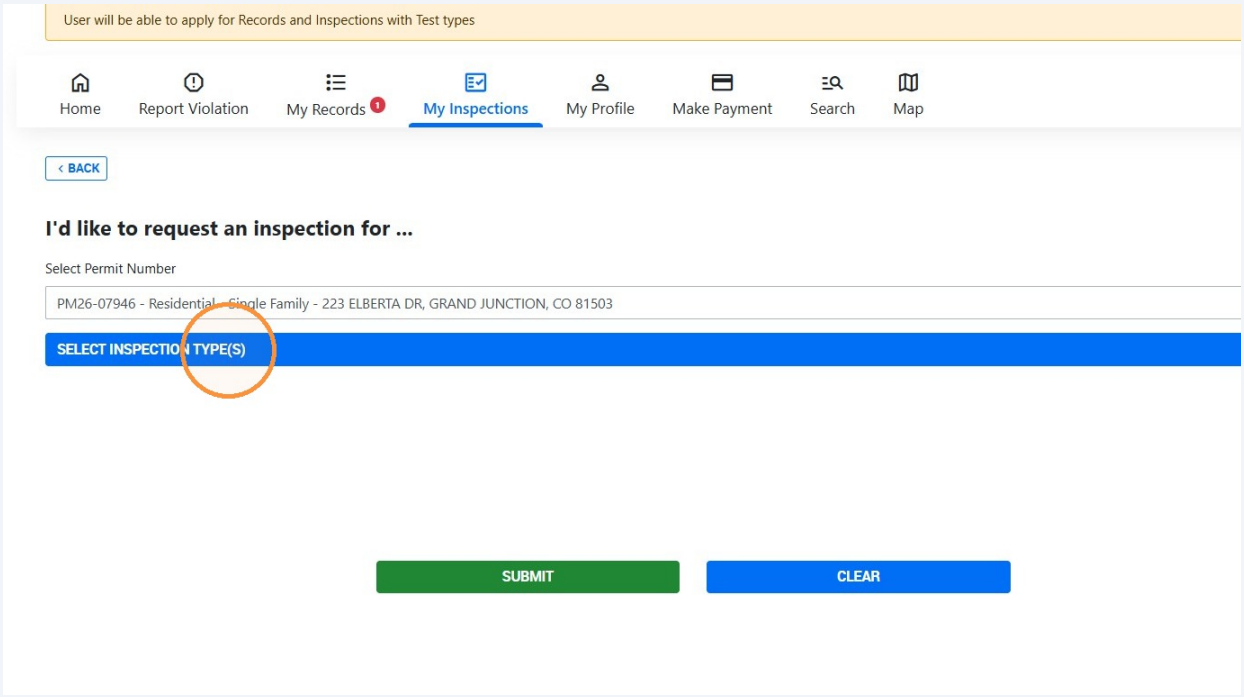
6 Click "Upload" and attach the plan revisions. You can attach as many documents as you want prior to hitting the "Submit" button.



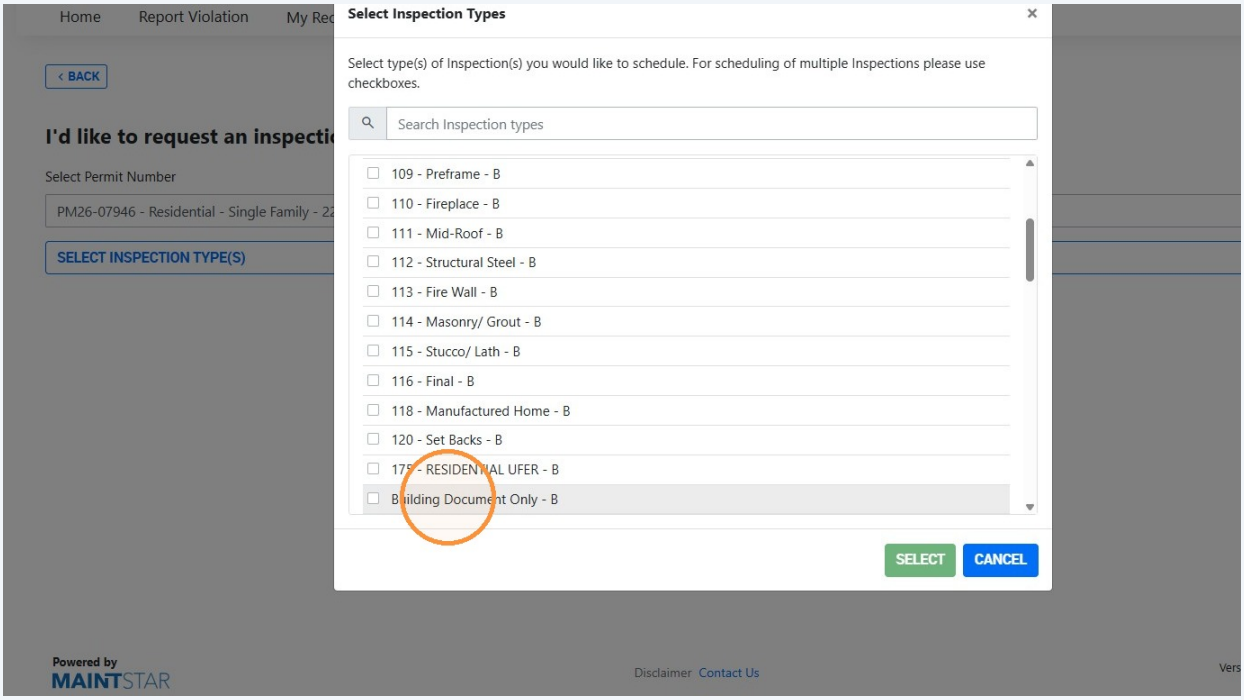
7 To attach inspection specific documents Click "Request New Inspection"



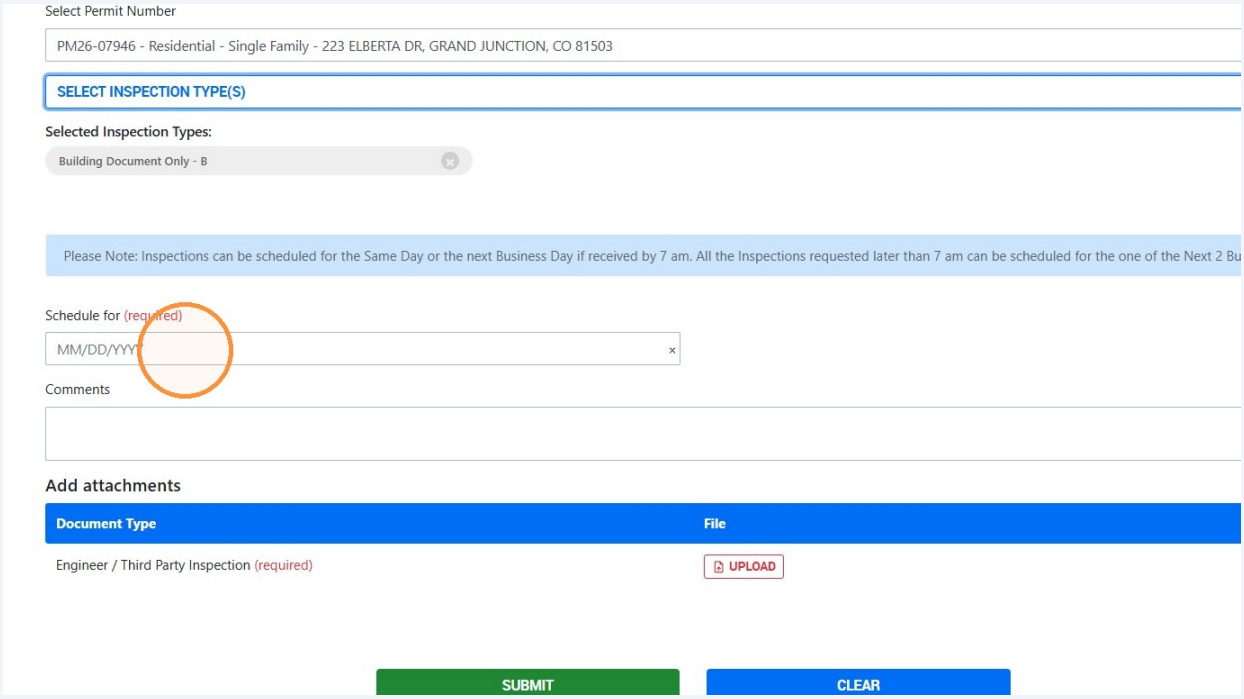
8 Click "Select Inspection Type(s)"



9 Select the "Document Only " inspection for your trade type.



10 Schedule as you would any other inspection.



11 Click "Upload". You can attach multiple documents prior to submission.

