Go to:
www.mygovernmentonline.org
Step 3) Scroll down this page to "My Permits"

*see next page
Permit not added to your account yet? You can click the "find projects associated to your verified phone numbers" button to find it.

Step 4) After scrolling to "My Permits", find appropriate permit and click "Request"
Step 5) Select desired inspection from drop down list, then select future date. You may enter any notes related to the inspection, then click "Add".

If you need more than one inspection, repeat this process and make sure all are listed here.

Once all inspections are added, click "Submit Request(s) to Jurisdiction".

Inspection you’re looking for not listed? First ensure you are in the correct priority to request the inspection.

When you are viewing the details of the permit, you can click on the "Requirements" tab to see this. If the requirement above the inspection you are looking for says "No" it hasn't been completed then you know that is the problem. If you believe this is an error, you may speak with your inspector or call the Permit Center at 512.805.2630.
Step 6) When you receive this pop up message your inspection has successfully been scheduled!