

## What to do if you fail a minor label inspection...

If one of your installations fails an inspection, a re-inspection of that installation and an inspection of another installation from that “lot” of labels is mandatory, and expensive.

Here are the requirements: first you pay the jurisdiction’s hourly rate for the re-inspection of a failed installation. Then you pay the jurisdiction \$75 for the inspection of another installation from that “lot” of labels ([OAR 918-100-0060\(2\)\(a\)](#)).

### If you fail a minor label inspection you have two options:

- Make the corrections and pay the jurisdiction’s hourly re-inspection fee.
- Contest the inspection results.

### If you make the corrections:

- You must arrange a re-inspection with the jurisdiction and pay the jurisdiction’s hourly re-inspection fee.
- The Division sends another label from that same “lot” to a jurisdiction to inspect.
- The jurisdiction will charge you \$75 for the inspection from the same lot of labels. You pay the jurisdiction directly for this inspection.
- If you fail three labels from a lot of 10 labels, you are required to take out full permits for all installations in that lot.

### If you wish to contest the inspection results:

The Division sends a notification by e-mail to notify you of failed inspections. To contest an inspection finding, you must immediately (within 10 days):

- **Notify the Division** by email [minlabhelp.imd@oregon.gov](mailto:minlabhelp.imd@oregon.gov). Please provide the label number and the reason you are contesting the inspection result.
- **Call the jurisdiction** to discuss your inspection results and why you are contesting them. Work with the inspector to determine if the inspection results should be changed. The Division does not request other inspections from this lot of labels for 30 days or until it is notified by the jurisdiction of your appeal results (whichever is first).
- Ask the jurisdiction to contact the Minor Label Administrator to reverse the final inspection.

The Division does not sell minor labels to contractors who haven’t paid jurisdictions for minor label re-inspections or for second or third inspections of other installations from the same lot of labels. The Division does not begin reissuing labels unless it has verification from the jurisdiction that you have paid for these services.