







Building Codes Division


Minor Label Inspection Photo Guide

Photos submitted for digital inspection should clearly display the work to be inspected. The inspection needs will vary depending on the details of the job.

Examples of acceptable submissions are shown below for mini-split installations.

Description	What to provide in photograph	Sample photo (sample photos size is reduced for this document)
Installation instructions	<ul style="list-style-type: none"> Provide picture showing the required clearances for the indoor unit (head) 	<p>Indoor Unit</p> <p>6" (152 mm) Minimum Clearance</p> <p>6" (152 mm) Minimum</p> <p>6" (152 mm) Minimum</p> <p>5" (127 mm) Minimum</p> <p>Vertical Clearance - Clearance to Floor - 72 inches (1829 mm) Minimum 96 inches (2438 mm) Recommended</p> <p>5" (127 mm) Minimum</p> <p>Any Object</p> <p>SIDE VIEW</p>
Installation instructions cont.	<ul style="list-style-type: none"> Provide picture showing the required clearances for the outdoor unit 	<p>Outdoor Unit</p> <p>24 (610)</p> <p>12 (305)</p> <p>24 (610)</p> <p>79 (2007)</p> <p>Air Inlet</p> <p>Air Outlet</p> <p>¹ Minimum rear clearance can be 6 inches (152 mm) when mounted on brackets and with no obstructions on the other three sides.</p> <p>Figure 2. Outdoor Unit Clearances - Inches (mm)</p>
Installed head unit	<ul style="list-style-type: none"> Provide picture of each head showing proper clearances are met 	
Electrical minor label	<ul style="list-style-type: none"> If an electrical minor label was used, provide a clear photograph of the electrical label 	

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<p>Breaker panel and label</p>	<ul style="list-style-type: none"> • Provide a picture of the breaker verifying it has been properly labeled • Verify the amperage rating is visible in the picture 	
<p>Condensing unit</p>	<ul style="list-style-type: none"> • Provide a picture showing unit is supported properly, required clearances are met (tape measure must be shown) • If a fused disconnect is used, provide a picture of the fuses showing the amperage rating 	
<p>Electrical circuit requirements label</p>	<ul style="list-style-type: none"> • Provide a readable photo of the full label, showing manufacturer, model number and install specs 	
<p>Condensate drain tube</p>	<ul style="list-style-type: none"> • Provide a picture of the drain termination location • If there is more than one condensate drain, provide a picture of each termination 	

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<p>Service receptacle</p>	<ul style="list-style-type: none"> Provide a picture demonstrating that there is an electrical outlet within 25 feet of the condensing unit 	
<p>Mechanical minor label</p>	<ul style="list-style-type: none"> Provide a picture of the affixed mechanical minor label installed for the work done 	