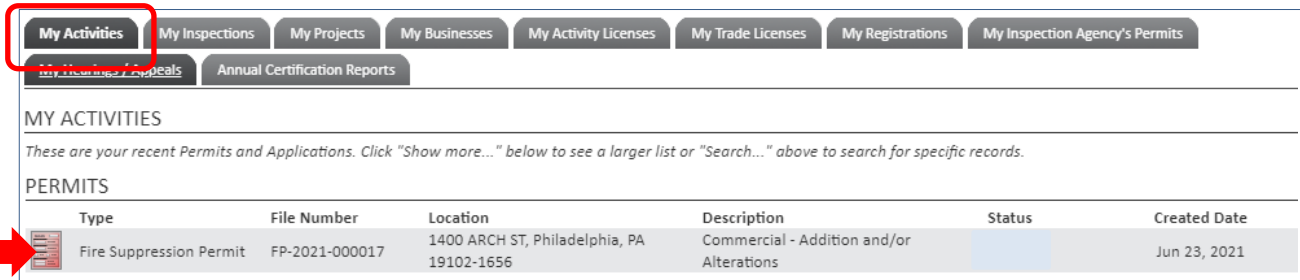


How to Submit a Permit Inspection Certification in eCLIPSE

Submit an Inspection Certification to resolve a permit completion hold.

Step 1: Login to your eCLIPSE account.

Step 2: On the eCLIPSE homepage, click on the applicable *Permit* under the 'My Activities' tab to open the permit details. (In this example, a Fire Suppression Permit is selected)




My Activities | My Inspections | My Projects | My Businesses | My Activity Licenses | My Trade Licenses | My Registrations | My Inspection Agency's Permits

MY ACTIVITIES

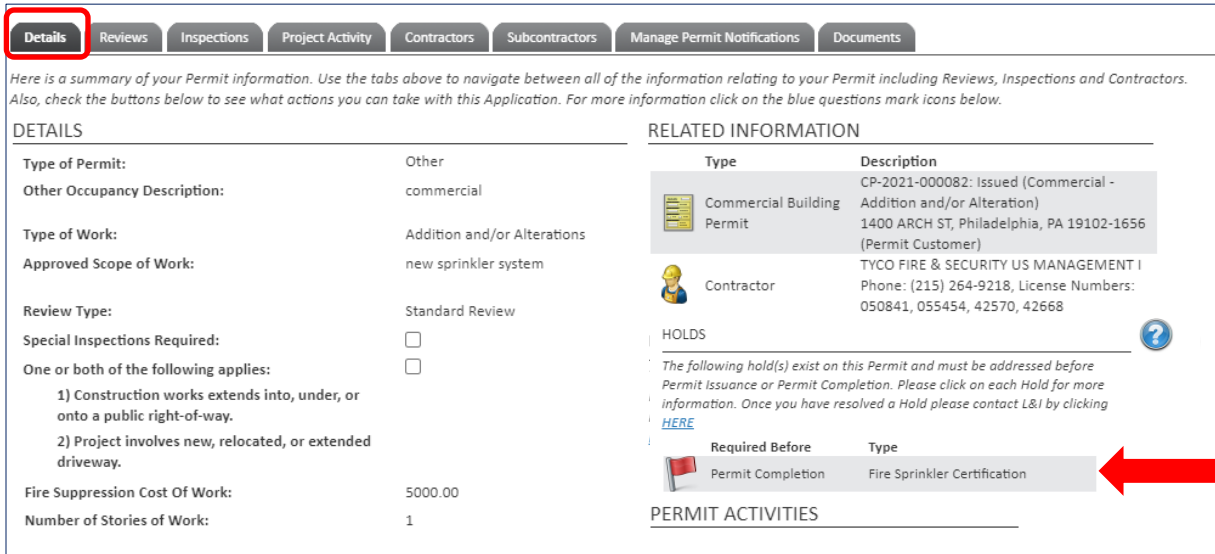
These are your recent Permits and Applications. Click "Show more..." below to see a larger list or "Search..." above to search for specific records.

PERMITS

Type	File Number	Location	Description	Status	Created Date
 Fire Suppression Permit	FP-2021-000017	1400 ARCH ST, Philadelphia, PA 19102-1656	Commercial - Addition and/or Alterations		Jun 23, 2021

Step 3: On the 'Details' tab of the *Permit*, a 'Permit Completion' hold will appear under the *Related Information* section and must be resolved before the inspection can be completed.

3.1 Click on the red 'Permit Completion' flag under the *Holds* section.





Details | Reviews | Inspections | Project Activity | Contractors | Subcontractors | Manage Permit Notifications | Documents

Here is a summary of your Permit information. Use the tabs above to navigate between all of the information relating to your Permit including Reviews, Inspections and Contractors. Also, check the buttons below to see what actions you can take with this Application. For more information click on the blue questions mark icons below.

DETAILS


Type of Permit:	Other
Other Occupancy Description:	commercial
Type of Work:	Addition and/or Alterations
Approved Scope of Work:	new sprinkler system
Review Type:	Standard Review
Special Inspections Required:	<input type="checkbox"/>
One or both of the following applies:	<input type="checkbox"/>
1) Construction works extends into, under, or onto a public right-of-way. 2) Project involves new, relocated, or extended driveway.	
Fire Suppression Cost Of Work:	5000.00
Number of Stories of Work:	1

RELATED INFORMATION

Type	Description
 Commercial Building Permit	CP-2021-000082: Issued (Commercial - Addition and/or Alteration) 1400 ARCH ST, Philadelphia, PA 19102-1656 (Permit Customer)
 Contractor	TYCO FIRE & SECURITY US MANAGEMENT I Phone: (215) 264-9218, License Numbers: 050841, 055454, 42570, 42668

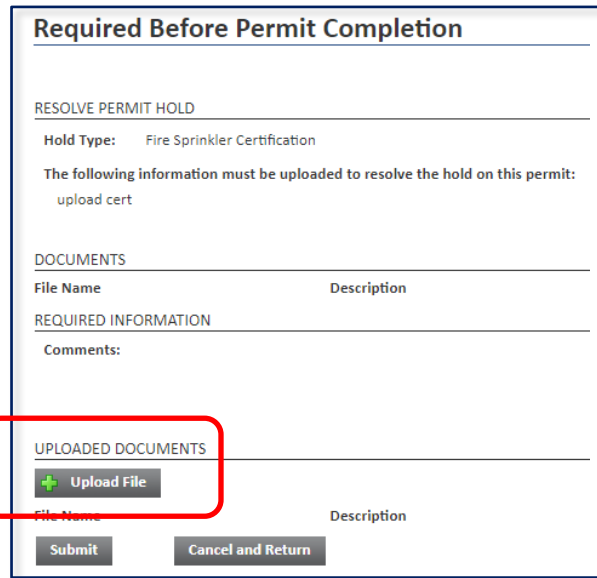
HOLDS

The following hold(s) exist on this Permit and must be addressed before Permit Issuance or Permit Completion. Please click on each Hold for more information. Once you have resolved a Hold please contact L&I by clicking [HERE](#)

Required Before	Type
 Permit Completion	Fire Sprinkler Certification

PERMIT ACTIVITIES

3.2 Click on the 'Upload File' button to upload the required inspection certification form.




Required Before Permit Completion

RESOLVE PERMIT HOLD

Hold Type: Fire Sprinkler Certification

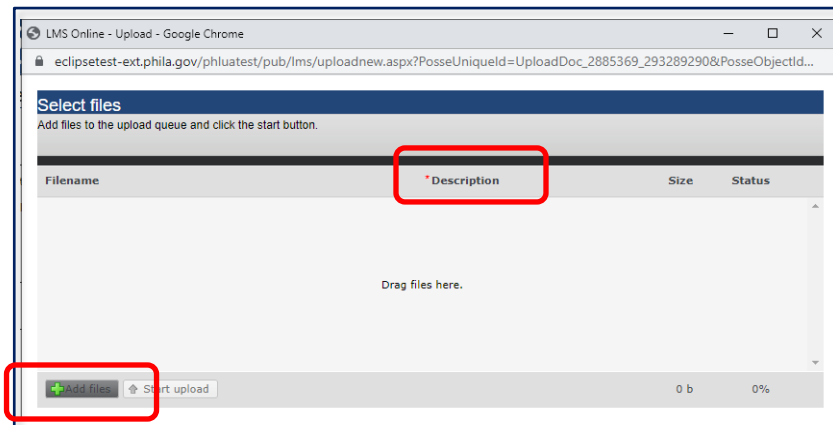
The following information must be uploaded to resolve the hold on this permit:
upload cert

DOCUMENTS

File Name	Description
REQUIRED INFORMATION	
Comments:	
UPLOADED DOCUMENTS	
<div>  Upload File </div>	
File Name	Description
<div> <div>Submit</div> <div>Cancel and Return</div> </div>	

3.3 In the *Select files* pop-up window, click on the 'Add files' button to upload the required certification(s).

Note: Provide descriptions for each of the uploaded files.




LMS Online - Upload - Google Chrome


eclipsetest-ext.phila.gov/phluatest/pub/lms/uploadnew.aspx?PosseUniqueId=UploadDoc_2885369_293289290&PosseObjectld...

Select files

Add files to the upload queue and click the start button.

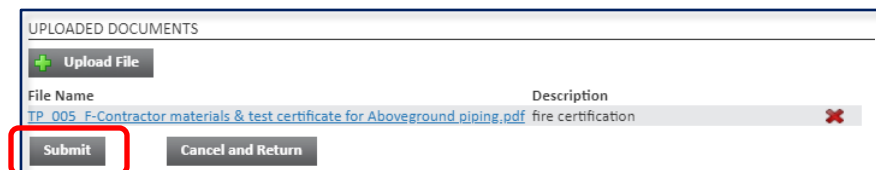
Filename	Description	Size	Status
Drag files here.			

 Add files


 Start upload

0 b 0%

3.4 Click the 'Submit' button.



UPLOADED DOCUMENTS

 Upload File

File Name	Description
TP_005_F-Contractor materials & test certificate for Aboveground piping.pdf	fire certification

Submit

Cancel and Return

Step 4: Check your eCLIPSE account often for a status update or reach out to the [L&I district office](#) to check on the status of your request.

Questions? Need Assistance?

Call 311 (215-686-8686, if outside Philadelphia) or submit an [online help form](#).