



Inspectors sometimes require photos of certain inspection items to be turned into the building department. Please follow these guidelines for photo submittal.

Photo Requirements and File Naming Standard

- Photos must be in .jpg format (note file size cannot exceed **150mb**), as an attachment to the email.
- Email photos to: Buildingdepartment@Elbertcounty-co.gov

Names: files shall be named using the following convention:

[Permit number] . [New Res-Document Title] – [Date].pdf

‘Permit number: Number assigned to your permit

‘Project Type: New res; barn; garage, etc.

‘Document Title’: Drywall photos; trench photos, etc.

‘Date’: date of your submittal

Example: NR0000000.Newres-drywallphoto-4.1.2020