

Planning and Development Services, 2001 Sherwood Drive, Sherwood Park, Alberta T8A 3W7

Phone 780-464-8080 Fax 780-464-8142

 Which permit type are you applying for? underground housewiring other _____

Property address _____ Subdivision _____

 Legal description Lot _____ or Condo unit _____ Block _____ Plan _____
 (if applicable) Quarter _____ Section _____ Township _____ Range _____ Meridian 4

 When your permit is ready do you want us to: call you for pick up mail it fax it

Applicant/Company name(s) _____ **Contact name** _____
(If different than applicant)

Applicant address _____

City _____ Province _____ Postal code _____

Phone number _____ Alternate phone _____ Fax _____

E-mail address (optional) _____

Building type residential industrial institutional commercial other ► _____

 Landowner name _____ Tenant name _____
(If different than applicant) (If commercial, industrial, institutional or other)

 Proposed installation will take place in **conjunction** with new construction renovation ► number of devices _____

Description of work _____

 Permit required for (When providing job value please include **both** labour and materials)

 new house _____ square feet developed garage \$ _____ job value
 basement development \$ _____ job value other _____ \$ _____ job value

 Installation type commercial communication electrical utility hazardous
 industrial oilfield/gas residential sign/outline

 If requesting exterior service connection temporary permanent

Consumer service _____ phase _____ wire _____ amps _____ volts

 Supply service required yes no

 Type of supply service overhead underground pad transformer temporary

 Card # _____
(If paying by Mastercard, Visa, or American Express) Signature _____ Expiry date _____

Contractor declaration (if contractor is applying)

I hereby certify that this installation will be completed in accordance with the Act and Regulations.

Homeowner declaration (if homeowner is applying)

I hereby declare that I am the owner of the premises in which the work will be conducted and I reside on the property. I assume responsibility for compliance with the applicable Act and Regulations.

 Master Electrician's name

Certificate number _____ Expiry date _____ Owner's signature _____

Collection and use of personal information

 Personal information is collected in accordance with section 3 of the *Municipal Government Act* and section 33(c) of the *Freedom of Information and Protection of Privacy Act* (FOIP) and is protected by FOIP. It will be used to process and issue the Permit. If you have any questions about the collection and use of the information, contact the Building Regulation Services Coordinator at 780-464-8264.

For office use only

Electrical _____	Date received _____	Roll number _____
SCC _____	Received by _____	Application number _____
Total _____		Entered by _____
Receipt number _____		Date entered _____

Conditions

- 1 **Act**
The issuance of a permit shall not prevent a Safety Codes Officer from issuing a correction notice if an electrical installation is found not to be in accordance with the Safety Codes Act, pursuant regulations or bylaws.
- 2 **Deviation**
No deviation from plans, specifications or information contained on the application for this permit shall be permitted without written authorization from the Safety Codes Officer.
- 3 **Expiry**
This permit expires one year from the date of issue.
- 4 **Safety Codes Officer**
The person authorized to perform the installations governed by this permit shall notify the Safety Codes Officer before concealment of any portion of the installation.
- 5 **Location of utilities**
Before excavation is started, check for the location of utilities.
- 6 **Inspection**
The permit applicant shall contact the Safety Codes Officer to arrange for the following required inspections: completed rough-in work in walls, ceilings, and floors prior to covering, and final inspection upon completion of all work authorized by the permit.
- 7 **Important notice**
If any portion of the work is concealed prior to an approval by a Safety Codes Officer, all work may be requested to be uncovered.
- 8 **Re-inspection**
Any required re-inspection may be subject to a re-inspection fee, as per the current fee schedule. This fee is required to be paid before to the re-inspection takes place.
- 9 **Offence**
Any person who commits a breach of any of the provisions of the Safety Codes Act, or regulations made pursuant thereto, or of the conditions of a permit, is guilty of an offence under the Act.
- 10 **Approval**
Neither the examination of plans and specifications nor the issuance of a permit shall be construed to be an approval of any installation made or done in contravention of any provision(s) of a bylaw, an agreement or the Safety Codes Act or regulations. Satisfactory inspections are required for final approval.