

Which Permit Type are you Applying For? Underground House wiring 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: contact you for pick up mail it fax it email 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 _____

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 (For job value, please include both labor and material for electrical work only)

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

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 (yyyy-mm-dd) _____

Owner's signature _____

Collection and use of personal information

Personal information is collected under the authority of s. 33(c) of the *Freedom of Information and Protection of Privacy Act* and will be used in the management and administration of Strathcona County's planning and permitting processes. Information related to your permit application and/or permit(s) issued may be disclosed as allowed or required by law. If you have any questions about the collection, use or disclosure of your personal information, contact the Building Services Coordinator at 780-464-8080.

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.

Payment information - The information below is collected and will only be used to make the authorized credit card payment for this approved one-time amount. The information will only be copied, distributed or otherwise disclosed with prior approval. This information will be processed and then immediately destroyed.

If the completed application is being **mailed or delivered**, please complete the following:

<input type="checkbox"/> Receipt Required		Total Payment Submitted \$
Paying by: <input type="checkbox"/> Cheque <input type="checkbox"/> AMEX <input type="checkbox"/> Master Card <input type="checkbox"/> Visa (Postdated cheques are not accepted)		Cardholder Name
Card Number	Expiry Date	Signature

If the completed application is being **emailed**, please do not complete the credit card information, instead our staff will contact you for payment. As a PCI compliant organization, **we cannot accept credit card information through email.**