

**ELECTRICAL PERMIT APPLICATION**

Revised 2017

**FOREST TOWNSHIP**  
**130 E MAIN STREET**  
**OTISVILLE, MI 48463**  
**PH: 810-686-7676/ FAX: 810-686-8856**

AUTHORITY: P.A. 230 OF 1972, AS AMENDED  
 COMPLETION: MANDATORY TO OBTAIN PERMIT  
 PENALTY: PERMIT CANNOT BE ISSUED

**MAKE CHECKS PAYABLE AND MAIL TO VIENNA TOWNSHIP 3400 W VIENNA RD CLIO MI 48420**

**I. JOB LOCATION**

OWNERS NAME		Ow ners Telephone Number	
STREET ADDRESS & JOB LOCATION (STREET NO. & NAME)		CITY	TOWNSHIP
			COUNTY

**II. CONTRACTOR / HOMEOWNER INFORMATION**

<input type="checkbox"/> CONTRACTOR	NAME	STATE LICENSE NUMBER	EXPIRATION DATE	LOCAL LICENSE NUMBER	EXPIRATION DATE
<input type="checkbox"/> HOMEOWNER					
ADDRESS (STREET NO. & NAME)		CITY	STATE	ZIP	STATE REGISTRATION NO.
TELEPHONE NO. ( )	Cell Number	FEDERAL EMPLOYER ID NUMBER ( OR REASON FOR EXEMPTION)			
WORKERS COMPENSATION INSURANCE CARRIER ( OR REASON FOR EXEMPTION)		MESC EMPLOYER NUMBER ( OR REASON FOR EXEMPTION)			

**III. TYPE OF JOB**  RESIDENTIAL  COMMERCIAL  INDUSTRIAL  GOVERNMENT

<input type="checkbox"/> 1 AND 2 FAMILY DWELLINGS	<input type="checkbox"/> MOBILE HOME SETUP	<input type="checkbox"/> OTHER (DESCRIBE)	<input type="checkbox"/> GENERATOR INSTALL
<input type="checkbox"/> MULTIPLE FAMILY # OF UNITS _____	<input type="checkbox"/> _____		<input type="checkbox"/> SPECIAL INSPECTION ONLY
<input type="checkbox"/> ALTERATION/RE-MODEL			

**IV. PLAN REVIEW REQUIRED**

Plans and specifications must be submitted when the wiring or alteration to an electrical system is over 400 amps and is in excess of 3,500 sq. ft.

What is the rating of the service or feeder in amperes? \_\_\_\_\_

What is the building size in square feet? \_\_\_\_\_

HAVE PLANS BEEN SUBMITTED?  yes  no  Not Required

Plans are required for all building types and shall be prepared by or under the direct supervision of an architect or engineer licensed pursuant to Act No. 299 of the Public Acts of 1980, as amended, and shall bear that architect's or engineer's seal, except:

- When the electrical system rating does not exceed 400 amps and the building is not over 3,500 square feet in area.
- Work completed by a governmental subdivision or state agency costing less than \$15,000

**PLANS MUST BE SUBMITTED BEFORE A PERMIT CAN BE ISSUED.**

**V. CONTRACTOR SIGNATURE**

Section 23a of the State construction code act of 1972, 1972 PA 230, MCL 125.1523AA, prohibits a person from conspiring to circumvent the licensing requirements of this state relating to persons who are to perform work on a residential building or a residential structure. Violations of Section 23a are subject to civil fines.

Signature of Licensee <b>X</b>	DATE
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**VI. HOMEOWNER AFFIDAVIT AND SIGNATURE**

I hereby certify the electrical work described on this permit application shall **be installed by myself in my own home** which I am living or about to occupy. All work shall be installed in accordance with the Electrical Code and **shall not be enclosed, covered up, or put into operation** until it has been inspected and approved by the Electrical Inspector. I will cooperate with the Electrical Inspector and assume the responsibility to arrange for necessary inspections.

Homeowners Signature  
**X**

**VII. FEE CLARIFICATION**

**ITEM #17 MOBILE HOME UNIT SITE.** WHEN installing a site service in a park, the permit application must include the application fee, service, plus the number of park sites. WHEN setting a HUD mobile home in a park, a permit must include the application fee, and a feeder. This shall be done by a licensed electrical contractor. When setting a HUD mobile home or a pre-manufactured home on private property, a permit must include the application fee, service and feeder.

**ELECTRICAL FEE SCHEDULE**

**ONE INSPECTION FEE IS REQUIRED ON ALL APPLICATIONS**

	FEE	# ITEMS	TOTAL		FEE	# ITEMS	TOTAL
<b>Residential Home - Includes 3 inspections</b>	<b>\$300</b>			Units up to 20 K.V.A. & H.P.	<b>\$6</b>		
Application Fee	<b>\$75</b>			Units 21 to 50 K.V.A. or H.P.	<b>\$10</b>		
Service Through 200 AMP	<b>\$10</b>			Units 51 and over	<b>\$12</b>		
200 AMP Through 600 AMP	<b>\$15</b>			Fire Alarms up to 10 devices	<b>\$50</b>		
600 AMP Through 800 AMP	<b>\$20</b>			Fire Alarms 11 to 20 devices	<b>\$100</b>		
800 AMP Through 1200 AMP	<b>\$25</b>			Fire Alarm Systems 21 & up	<b>\$5 ea</b>		
Over 1200 AMP GFI only	<b>\$50</b>			Energy Retrofit - Temp Controls	<b>\$45</b>		
circuits - each	<b>\$5</b>			Conduit only or Grounding only	<b>\$45</b>		
Lighting Fixtures (per 25)	<b>\$6</b>			Special Inspection	<b>\$50</b>		
Furnace, unit heater	<b>\$5</b>			Air Conditioning	<b>\$10</b>		
Dishwasher, Garbage Disposal, etc.	<b>\$5</b>			Each Inspection	<b>\$75</b>		
Electrical heating units each	<b>\$4</b>						
Power Outlets (range, dryer, etc.)	<b>\$7</b>						
Signs (unit, neon, letter)	<b>\$40</b>						
Feeders-Bus Ducts, etc. (Per 50)	<b>\$6</b>						
Mobile Home Park Site (each site)	<b>\$100</b>						

**TOTAL FEES:**

**CASH/CHECK/CC**

**CHECK NUMBER**


**INSTRUCTIONS FOR COMPLETING APPLICATION**

**GENERAL:** Electrical work shall not be started until the application for permit has been filed. All installations shall be in conformance with the Electrical Code. No work shall be concealed until it has been inspected.

**EXPIRATION OF PERMIT:** A permit remains valid as long as work is progressing and inspections are requested and conducted. A permit shall become invalid if the authorized work is not commenced within six months after issuance of the permit or if the authorized work is suspended or abandoned for a period of six months after the time of commencing the work. A PERMIT WILL BE CANCELED WHEN NO INSPECTIONS ARE REQUESTED AND CONDUCTED WITHIN SIX MONTHS OF THE DATE OF ISSUANCE, OR THE DATE OF THE LAST INSPECTION. CANCELLED PERMITS CANNOT BE REFUNDED OR REINSTATED.

The Department will not discriminate against any individual or group because of race, sex, religion, age, national origin, color, marital status, handicap or political beliefs.

When ready for an inspection, call the Township providing as much advance notice as possible. The Township will need the job location and permit number.

When a permit is issued, the permit number will be prefixed by an PE (electrical permit).