

KEN WORSHAM
Electrical Inspector
1005 Barton St.
Otsego, Mi. 49078
Phone 1-800-379-5565; 269-694-2826
Fax 269-694-2831

Electrical Permit Application Instructions

RESIDENTIAL PROJECTS:

(To be completed for all Residential Projects)

TOP OF PAGE:

1. Check off the name of the Township or Village where the project is located.
2. Fill in the street address of the project
3. Complete the owner's name and mailing address information.

CENTER OF PAGE:

Top of the Right Hand Column

1. POWER COMPANY: (Only if needed for the project)
 - A. List the name of the Electrical Power Co. at the project location.
 - B. Include the Power Company Work Request Number. (obtained from the Power Company.)
Note: The City of Sturgis Power Company does not use request Numbers.

Right Hand Column:

1. Place a check in front of the Type of Project you intend to do, such as an Electrical Service or New House.
2. Place the amount of the Fee at the bottom of the Left Hand Column on the line marked "BASE FEE."

Left Hand Column:

1. On line below the Column marked "QTY." mark the number or size of each Electrical item you intend to install. (1 - 200 amp. Electrical service or 20 circuits.)
2. To the right of the line is the cost of each, total each item and print the dollar amount on the line to the right of the "fee schedule". (20 circuits @ \$4.00 each equals \$ 80.00.)
3. After completing the Left Hand Column, add up the total dollars from the left Column and place the amount at the bottom of the Left Hand Column on the line marked "TOTAL (LEFT COLUMN))
4. Add the amount on the "TOTAL" and "BASE FEE" lines together and place this amount on the line marked "CHECK AMOUNT".
5. Write a check, made payable to the township or Village the project is located in, and send the check and application to me, my name and mailing address are listed on the upper right hand corner of the application.

HOME OWNER'S AFFIDAVIT:

All homeowners must sign the affidavit at the bottom of the page.

Note: If you cannot sign the Affidavit you will have to have an Electrical Contractor sign the permit form and do the work.

ELECTRICAL CONTRACTOR'S:

Complete the application as directed above and fill out the Contractor information at the bottom of the Commercial Side of the Application.

COMMERCIAL PROJECTS:

(To be completed by Electrical Contractors only)

Complete the application on the commercial side similar to the directions for the Residential Side and complete the Contractor information at the bottom of the page.

NOTE: IF I DO NOT HAVE A COPY OF YOUR LICENSES AND INSURANCE ON FILE YOU WILL HAVE TO SEND THEM TO ME.

ELECTRICAL PERMIT APPLICATION
RESIDENTIAL PROJECTS

EFFECTIVE JULY 1, 2013

JURISDICTION OF:

PLEASE SEND CHECK
& APPLICATION TO:
KEN WORSHAM
1005 BARTON ST.
OTSEGO, MI. 49078
PHONE: 1-800-379-5565
1-269-694-2826
FAX: 1-269-694-2831

JOB LOCATION _____

OWNERS NAME _____
 OWNERS ADDRESS _____
 CITY _____ STATE _____ ZIP _____
 PHONE NO. (HOME) _____ (BUS.) _____

ELECTRICAL PERMIT SCHEDULE			(COMPLETE ALL COLUMNS)		POWER CO. _____	
	QTY.	FEE EA.	TOTAL		REQUEST NO. _____	
SERVICE SIZE: THROUGH 200 AMP.	_____	\$ 20.00	\$ _____			
OVER 200 AMP. THROUGH 400 AMP.	_____	25.00	_____			
OVER 400 AMP. THROUGH 800 AMP.	_____	30.00	_____			
OVER 800 AMP.	_____	35.00	_____			
ADDITIONAL PANELS	_____	20.00	_____			
NUMBER OF CIRCUITS	_____	5.00	_____			
NUMBER OF LIGHT FIXTURES (PER 25)	_____	5.00	_____			
POWER OUTLETS: (30 AMPS. OR MORE)	_____	5.00	_____			
FURNACE	_____	5.00	_____			
AIR CONDITIONER	_____	5.00	_____			
ELECTRIC HEAT (PER SECTION OR UNIT)	_____	4.00	_____			
MOTORS, FANS, HOODS, PUMPS	_____	5.00	_____			
SMOKE DETECTORS	_____	3.00	_____			
ALTERATIONS (NO NEW CIRCUITS)	_____	10.00	_____			
ALTERNATIVE ENERGY SOURCES:						
GENERATORS	_____	10.00	_____			
WIND GENERATORS	_____	25.00	_____			
PHOTOVOLTAC CELLS (PER 20)	_____	10.00	_____			
TOTAL: (LEFT COLUMN)				\$ _____		
BASE FEE: (RIGHT COLUMN)				\$ _____		
CHECK AMOUNT				\$ _____		

TYPE OF PROJECT:	BASE FEE
TEMP. SERVICE (TOTAL FEE)	\$ 65.00
NEW SERVICE	50.00
REPLACE SERVICE	50.00
SET METER ONLY	50.00
ALTERN. ENERGY SYSTEMS	100.00
NEW HOUSE W/ TEMP SERVICE	250.00
NEW HOUSE:	200.00
HOUSE ADDITION	100.00
HOUSE ADDITION W/ SERVICE	150.00
REWIRE HOUSE	150.00
MANUFACTURED HOUSE	100.00
MANUFACTURED HOUSE W	
ROUGH-IN	150.00
GARAGE	100.00
POLE BARN	100.00
WATER WELL (TOTAL FEE)	65.00
SWIMMING POOL (TOTAL FEE)	135.00
IRRIGATION SYSTEM (TOTAL FEE)	85.00
ADDITIONAL INSPECTIONS	50.00

PLEASE MAKE ALL CHECKS PAYABLE TO THE JURISDICTION CHECKED ABOVE.

DO NOT SIGN THIS UNTIL YOU HAVE READ IT!
HOMEOWNER'S AFFIDAVIT:
 I HEREBY CERTIFY THE ELECTRICAL WORK DESCRIBED ON THIS PERMIT APPLICATION SHALL BE INSTALLED BY MYSELF IN MY OWN SINGLE FAMILY DWELLING, IN WHICH I AM LIVING OR AM ABOUT TO OCCUPY. ALL WORK SHALL NOT BE 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 FULL RESPONSIBILITY TO ARRANGE FOR THE NECESSARY INSPECTIONS.

SIGNED _____ DATED _____

ELECTRICAL PERMIT APPLICATION

EFFECTIVE JULY 1, 2013

COMMERCIAL OR INDUSTRIAL PROJECTS (CONTRACTORS ONLY)

JURISDICTION OF: **TOWNSHIP OF** **VILLAGE OF**
 FAWN RIVER COLON
 MENDON CONSTANTINE
 NOTTAWA
 STURGIS
 WHITE PIGEON

PLEASE SEND CHECK
 & APPLICATION TO:
KEN WORSHAM
 1005 BARTON ST.
 OTSEGO, MI. 49078
 PHONE: 1-800-379-5565
 1-269-694-2826
 FAX: 1-269-694-2831

JOB LOCATION _____

OWNERS NAME _____
 OWNERS ADDRESS _____
 CITY _____ STATE _____ ZIP _____
 PHONE NO. (HOME) _____ (BUS.) _____

ELECTRICAL PERMIT SCHEDULE

(COMPLETE ALL COLUMNS)

	QTY.	FEE EA.	TOTAL	POWER CO. _____
SERVICE SIZE: THROUGH 200 AMP.	_____	\$ 20.00	\$ _____	REQUEST NO. _____
OVER 200 AMP THROUGH 400 AMP.	_____	25.00	_____	
OVER 400 AMP. THROUGH 800 AMP.	_____	30.00	_____	
OVER 800 AMP.	_____	35.00	_____	
ADDITIONAL PANELS	_____	20.00	_____	TYPE OF PROJECT BASE FEE
LENGTH OF FEEDERS (PER 50 FT.)	_____	6.00	_____	(CHECK ALL THAT APPLY)
NUMBER OF CIRCUITS	_____	5.00	_____	TEMP. SERVICE (TOTAL FEE) \$ 65.00
NUMBER OF LIGHT FIXTURES (PER 25)	_____	5.00	_____	PERMANENT SERVICE 50.00
POWER OUTLETS: (30 AMPS. OR MORE)	_____	5.00	_____	REPLACE SERVICE 50.00
ROOF TOP HEAT AND/OR AIR COND.	_____	20.00	_____	SET METER ONLY 50.00
MOTORS, FANS HOODS, PUMPS, ETC.	_____	5.00	_____	SIGNS 65.00
FURNACE	_____	5.00	_____	ALTERN ENERGY SYSTEMS 100.00
AIR CONDITIONER	_____	5.00	_____	SWIMMING POOL (TOTAL FEE) 135.00**
UNIT HEATERS	_____	5.00	_____	** (OUTDOOR ONLY)
TRANSFORMERS (PER KVA, \$ 5.00 MIN.)	_____	1.00	_____	IRRIGATION SYSTEM (TOTAL FEE) 85.00
FUEL DISPENSERS	_____	10.00	_____	ADDITIONAL INSPECTIONS \$ 50.00 EA.
BUS DUCT (PER SECTION, \$10.00 MIN.)	_____	2.00	_____	NEW BUILDING 200.00*
MACHINERY	_____	50.00	_____	BUILDING ADDITION 150.00*
ALTERATIONS	_____	10.00	_____	REMODEL BUILDING 150.00*
FIRE ALARM SYSTEMS				*BUILDING SIZE _____ SQ. FT.
UP TO 10 DEVICES	_____	65.00	_____	OVER 5,000 SQ. FT. (ADD \$ 50.00 FOR
ADDITIONAL DEVICES	_____	7.00	_____	EACH 3,000 SQ. FT., OR PART THEREOF)
ALTERNATIVE ENERGY SOURCES:				OTHER PROJECTS (SPECIFY) \$50.00 PER INSPEC
GENERATORS (PER KVA, \$ 10.00 MIN.)	_____	1.00	_____	_____
WIND GENERATORS	_____	25.00	_____	_____
PHOTOVOLTAC CELLS (PER 20)	_____	10.00	_____	_____

TOTAL: (LEFT COLUMN) \$ _____
 BASE FEE (RIGHT COLUMN) \$ _____
 CHECK AMOUNT \$ _____

MANUFACTURED HOUSING COMMUNITIES	
(TOTAL FEE EACH SITE)	
SET METER ONLY	\$ 50.00
FEEDER FOR UNIT	75.00
NEW PEDESTALS	75.00
GARAGE	90.00
HOUSE ADDITIONS	150.00

PLEASE MAKE ALL CHECKS PAYABLE TO THE JURISDICTION CHECKED ABOVE

CONTRACTOR'S:

NAME _____ LICENSE NO. _____
 ADDRESS _____ CITY _____
 STATE _____ ZIP _____ PHONE NO. _____
 WORKMAN'S COMP. CARRIER _____
 DESIGNATED MASTERS SIGNATURE _____ DATE _____