

# PERMIT REQUIREMENTS

## Electrical – Temporary Pole Only – Requirements

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- 1) Electrical Contractors – License Requirements.
- 2) Unless the person in the office is on the business license, we will require a company check or company credit card (Visa, MasterCard, or Discover). Only the individual(s) listed on the business license can pay cash, personal check or credit card.
- 3) Temporary Power Poles (bought alone with no active construction building permit on site) must be approved by our Building Official and/or Planning & Zoning.
  - ❖ **Clerks cannot sell a permit without prior approval.**
- 4) Permit fee is based on job cost (Material & Labor) plus one inspection of \$17.
  - ❖ ***You will need a company check or company credit card (Visa, MasterCard, or Discover) for all transactions.*** If you get the license & permit on the same day, we can combine fees for one check. We do not require the original copies of insurance, an e-mailed copy or fax is sufficient.
- 5) After the work is complete, call our office to schedule inspection.
- 6) Once the inspection is complete, we will release the power to the applicable company.
  - ❖ Be sure Temporary Power Pole permit card is on pole for inspection.
- 7) You will need to coordinate the connection with your power company.