

	PERS – Electrical Contractor’s License Application	Planning, Engineering & Regulatory Services
	Electrical Contractor’s License Application	

Contact Information (to be completed by the applicant)	SECTION 1
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Company Name _____ Email _____

Mailing Address _____

City _____ Province _____ Postal Code _____

Telephone (Office) _____ (Cell) _____

Civic Address – Same as Mailing Address: Yes No

If no, please provide civic address for this company _____

If the company civic address is located within the City of St. John’s, it must be an approved occupancy. If this civic address is not an approved occupancy for a home office, please complete and attach [Application for Building Permit](#) or [Planning/Development Application](#).

Applicant Information	SECTION 2
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1. Is this a renewal of a previous license?:

Yes No If yes, please state license # _____

2. Name of Journeyman Electrician with Inter-Provincial Red Seal qualification who will perform and/or supervise the electrical work for this electrical contractor.

Name _____ City License Number _____

3. What is the Inter-Provincial Red Seal number of the Journeyman Electrician listed above?

(Section 2 – Item 2). _____

4. Provide confirmation that this Journeyman Electrician has at least two years’ working experience as a Journeyman Electrician. This can be done by attaching a letter from a previous employer stating that he/she has at least two years’ working experience as a Journeyman Electrician. If you are unable to get a letter from a previous employer, then you can complete the Two Years’ Work Experience Declaration Letter and have it notarized (*See Page 3 – Section 6*).

5. Is the Journeyman listed above (Section 2 – Item 2) his/her own firm or is he/she in a partnership with any other Electrical Company or Corporation?:

Yes No

If Yes, please state the name of this firm/partnership

6. State the name(s) and Inter-Provincial Red Seal number(s) for any other Journeyman Electrician(s) working for this Contractor. All Journeyman working with in the City under this license must have a valid Electrical Journeyman License issued by the City.

The applicant agrees to comply with all the terms and conditions of this license, the St. John’s Electrical By-Law and agrees that the information contained in this application is true to the best of their knowledge, information, and belief. [Electrical By-Laws And Regulations \(stjohns.ca\)](http://stjohns.ca)

Signature _____ Date (YYYY-MM-DD) _____

Please Note:

- Failure to provide the required information may result in a delay in obtaining a license. False or misleading information may result in suspension of an existing license or refusal to issue another license.
- The License holder must notify the City of St. John’s of any changes in employment of Journeypersons which are registered under this license.
- [The application fee](#) must be paid prior to the issuance of the license.

The following must accompany this application.

1. [Electrical Journeyman's License Application](#) for Journeyman listed in Items 2 & 6 of Section 2 above.
2. A valid copy of the Inter-Provincial Certificate issued for a minimum of two years. -
3. Confirmation of work experience as noted in Item 4 of Section 2 above.
4. [Application for Building Permit](#) or [Planning/Development Application](#) if civic address of Company in Section 1 above is within the City of St. John’s.

This is confirmation that I, _____, have at least two years’ work experience as a Journeyman Electrician.

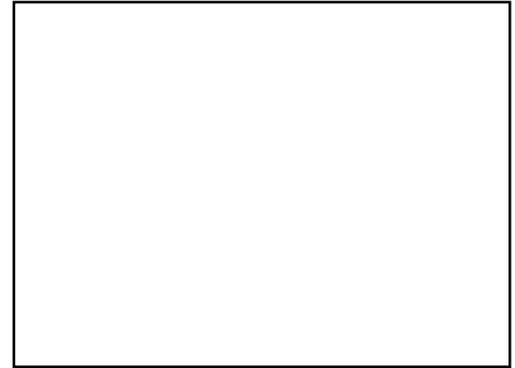
Signature _____ Date _____
(Signature of Journeyman Electrician)

Full Name _____

Witness

Signed before me, _____
(Full Name of Witness)

This _____ at _____
(Date) (Name of Location)



NOTARY STAMP HERE

Signature _____

Privacy Notice

SECTION 5

Collection of Personal information via this form is authorized under the Access to Information and – Protection of Privacy Act, 2015 and is needed to process your application. Questions about the collection and use of the information may be directed to the Manager of the Regulatory Services Division, by email: building@stjohns.ca or by phone 709-576-8565.

Please send completed form to:
Inspection Services
3rd Floor Annex
10 New Gower Street
P.O. Box 908
St. John’s, NL A1C 5M2

For further information:
Email: permits@stjohns.ca
Phone: 709-576-8565
Fax: 709-576-8160