

# CITY OF WESTOVER Department of Building Safety ELECTRICAL PERMIT APPLICATION

Application is made for an electrical permit to accomplish the work as described in accordance with plans and/or specifications submitted. All corrections in plans and/or specifications necessary for compliance shall be observed and all requirements of the building code, the zoning ordinance, and all other pertinent laws and ordinances of the City of Westover regulating construction shall be complied with in pursuit of this work whether or not specified herein.

## JOB LOCATION

Project/Subdivision Name \_\_\_\_\_

Address \_\_\_\_\_

Lot # \_\_\_\_\_

<p><b>IDENTIFICATION</b></p> <p>Property Owner _____</p> <p>Address _____</p> <p>City _____ ST _____ Zip _____</p> <p>Phone(s) _____</p>			<p>Contractor _____</p> <p>Address _____</p> <p>City _____ ST _____ Zip _____</p> <p>Contractor Business License Numbers:</p> <p>Westover: _____ State of AL: _____</p> <p>Master Electrician Certification #: _____</p> <p>Name of Card Holder: _____</p> <p>Contact Person _____</p> <p>Phone 1 _____ Phone 2 _____</p> <p>Email _____</p> <p><b>NOTE: Electrical subcontractor must hold a Master Certification. Contractor's contract amount exceeding \$50,000 are required to hold a State General Contractor's License prior to beginning or continuing work.</b></p> <p>Drawings attached? YES NO</p> <p><b>ADDITIONAL COMMENTS:</b></p>																															
<table border="1" style="width:100%; border-collapse: collapse;"> <thead> <tr> <th>OCCUPANCY TYPE</th> <th>WORK TYPE</th> <th>SERVICE TYPE</th> </tr> </thead> <tbody> <tr> <td>Residential</td> <td>New</td> <td>Installation</td> </tr> <tr> <td>Commercial</td> <td>Addition</td> <td>Repair</td> </tr> <tr> <td>Institutional</td> <td>Existing</td> <td>Upgrade</td> </tr> <tr> <td></td> <td>Moved on lot</td> <td>Temporary</td> </tr> </tbody> </table>	OCCUPANCY TYPE	WORK TYPE	SERVICE TYPE	Residential	New	Installation	Commercial	Addition	Repair	Institutional	Existing	Upgrade		Moved on lot	Temporary	<p><b>WORK INVOLVED</b> <i>(Check all that apply):</i></p> <table style="width:100%;"> <tr> <td>Outlets</td> <td>Air Conditioner</td> </tr> <tr> <td>Fixtures</td> <td>Water Heater</td> </tr> <tr> <td>Range</td> <td>Mainline Switch</td> </tr> <tr> <td>Range top</td> <td>Wiring for Motor</td> </tr> <tr> <td>Oven</td> <td>Service Wiring</td> </tr> <tr> <td>Fan</td> <td>Wiring for Motor</td> </tr> <tr> <td>Furnace</td> <td>Generator</td> </tr> <tr> <td>Dryer</td> <td>Transformer</td> </tr> </table> <p>Date Work Begins (Began): _____</p>			Outlets	Air Conditioner	Fixtures	Water Heater	Range	Mainline Switch	Range top	Wiring for Motor	Oven	Service Wiring	Fan	Wiring for Motor	Furnace	Generator	Dryer	Transformer
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Base Permit fee is \$6.50 per \$1,000 (minimum fee \$50.00) CICT Fee is collected for the State of AL. **Penalties apply for work started before permit is issued.**

## CERTIFICATION

I certify that:  
I have read this application and that all information contained is true and correct;  
I am knowledgeable of the jurisdictions codes and ordinances agree to comply with all laws regulating building construction;  
I understand that Issuance of this permit contracts the permit holder to compliance with all ordinances, laws, regulations and codes in effect;  
I acknowledge that the City of Westover does not provide instruction or guidance on construction or building;  
It is my responsibility to notify the Westover Inspection office of any changes in information submitted;  
I am the owner or authorized to act as the owner's agent for the herein described work;

The total contract or valuation is: \$ \_\_\_\_\_. General Contractor No. (if greater than \$50,000) \_\_\_\_\_  
This permit becomes null and void if authorized work or construction has not begun within 180 days of issuance of permit, or if work is not completed within 360 days. Work not completed within 180 days requires a Permit Extension Request filed before the permit expiration.

\_\_\_\_\_  
*Printed Name Signature Date*

## FOR OFFICE USE ONLY

Approved By	Permit Fee	Check/Receipt #	Permit Issued Date
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DO NOT RETURN  
THIS PAGE



## Obtaining a Business License

City of Westover, Alabama

PLEASE READ CAREFULLY



### **Important Notices:**

Forms must contain complete information to be processed.

Contractor license applications require copy of state license.

Regardless of the method used, all information must be complete and payment must be for the correct amount.

You will need an FEIN or Social Security Number and basic information about the business.

Only check and exact cash is accepted. We cannot make change. Please have exact payment.

### **Option 1: Apply and Pay Online**

Call 800-556-7274 to verify/establish RDS Account

Visit the website at [www.westoveralabama.org](http://www.westoveralabama.org)

Select "**Online Business License**" → [https://secure.bizlicenseonline.com/default\\_rds.aspx](https://secure.bizlicenseonline.com/default_rds.aspx)

If a previous account has been established, log on to the RDS system

If there is no previous account established,

Select "**Online Business License**"

Select "**Business Account**"

Register your business by completing the form

**Note:** If you cannot move forward during the process, *contact RDS at 800-556-7274*. If you have previously used RDS, you should be able to continue.

### **Option 2: Apply In-Person at City Hall**

Completed forms can be turned in with **check or exact cash only** to the City Clerk 8:00 AM to 12:00 PM M-F.

### **Fees**

Refer to the **fee schedule** to complete the form. There is a \$12 Permit fee required, in addition to the license fee.

Email completed forms and all applicable paperwork to [permits@westoveralabama.org](mailto:permits@westoveralabama.org)

### **Additional Notices:**

The same information is required regardless of method of application.

Significant penalties and/or fines may be imposed for violation of applicable City Ordinances.

Forms must contain complete information to be processed.

Please have all appropriate applications, reviews, approvals, license(s), etc. prior to working.

Unapproved applications will be re-evaluated on a case by case basis upon request.