

CITY OF FRANKLIN
9229 W. LOOMIS ROAD
FRANKLIN, WISCONSIN 53132
(414)425-0084, FAX (414)425-7513

APPLICATION FOR ELECTRICAL CONTRACTOR'S LICENSE

COMPANY NAME:DATE:.....

PHONE:.....FAX:.....EMAIL:.....

ADDRESS:CITY, STATE, ZIP:

IF PARTNERSHIP, GIVE NAMES OF ALL PARTNERS

WISCONSIN CERTIFICATION #: EXPIRATION DATE:

APPLICATION IS MADE TO EMPLOYAS SUPERVISING
ELECTRICIAN FOR THE ABOVE NAMED COMPANY SUBJECT TO THE REGULATIONS OF THE CITY OF FRANKLIN AS
PROVIDED BY ORDINANCE.

LICENSE FEE: \$75.00

Signature of Supervising Electrician (MUST BE WITNESSED BY NOTARY):

.....

NOTE: SHOULD THE ABOVE NAMED SUPERVISING ELECTRICIAN TERMINATE THEIR CONNECTIONS WITH THE LICENSEE, THE LICENSEE SHALL IMMEDIATELY FILE A CERTIFICATE OF THEIR SUCCESSOR, SAME AS THE ORIGINAL CERTIFICATE, BUT NO ADDITIONAL FEE WILL BE CHARGED.

ELECTRICAL LICENSE IS IN EFFECT JULY 1st THROUGH JUNE 30th OF THE FOLLOWING YEAR. LICENSES ARE NOT PRO-RATED

(FOR NOTARY USE ONLY)

STATE OF WISCONSIN,)
COUNTY OF MILWAUKEE) ss.

....., BEING FIRST DULY SWORN ON OATH DISPOSES AND
SAYS THAT HE/SHE IS A CITIZEN OF THE (CITY/TOWN/VILLAGE) OFAND.....COUNTY,
STATE OF....., AND THAT HE/SHE IS A QUALIFIED SUPERVISING ELECTRICIAN AND THAT HE/SHE IS ELIGIBLE, AS PER
RECORD ON FILE IN THE OFFICE OF ELECTRICAL INSPECTOR TO SUPERVISE ALL ELECTRICAL WORK PERMITTED UNDER
LICENSE AS HEREIN APPLIED FOR.

SUBSCRIBED AND SWORN BEFORE ME THISDAY OF....., 20.....

MY COMMISSION EXPIRES.....

**NOTARY PUBLIC IN AND FOR.....COUNTY
STATE OF WISCONSIN**

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Electrical License and Permit Requirements

The following information will be required to process a license renewal and permit issuance in the City of Franklin:

LICENSES:

1. The license application form must be **completed in full** or it will be returned.
2. All license applications shall include the completed application form and copy of the Supervising Electrician's **STATE OF WISCONSIN MASTER ELECTRICIAN CERTIFICATE or EQUIVALENT (per ordinance)**. **ALL LICENSE APPLICATIONS SHALL HAVE THE SUPERVISING ELECTRICIAN'S SIGNATURE WITNESSED AND NOTARIZED FOR VALIDATION PRIOR TO OR DURING SUBMITTAL.** License applications shall be submitted to the Electrical Inspector by the Supervising Electrician/s who is/are named on the application.
3. **PLEASE NOTE: ALL RENEWALS WILL BE ISSUED NEW FRANKLIN LICENSE NUMBERS.**
4. Licenses are in effect July 1st through June 30th of the following year. Licenses issued after July 1, will be valid only for the remaining portion of the licensing year in which they are renewed or issued.
5. The licensing fee is **\$75.00** for both new licenses and renewals. Licenses are **NOT** pro-rated.
6. If your supervising electrician leaves your company, he shall immediately notify the Electrical Inspector in writing of the termination. The new Supervising electrician is required to complete a new application form and to submit the application to the Electrical Inspector. A new license will be issued at no charge.

PERMITS:

1. Please note that the City of Franklin Electrical Code, Section 118.13 states:
"In no case shall any such electrical work be started unless a permit has first been obtained". Electrical work started without permits is subject to double/triple fees.
2. Permit application forms must be completed in full, including the description of work (ie: new const., alteration, etc.), Supervising electrician's signature, firm name, address, and telephone number. Incomplete applications will be returned to you.
3. Inform your staff that they **must furnish a permit number and full job address** when requesting an inspection. Do not submit inspection requests on the permit application.

It is our policy that a 24-hour minimum notice be given when requesting an inspection.

Your cooperation in complying with the above requirements will enable us to provide more efficient service with a minimum of delay.

*****APPLICATION ON REVERSE SIDE*****

