



NOTICE TO ELECTRICAL CONTRACTORS

January 23, 2008

PERMITS REQUIRED

The *Electrical Protection Act* and Rule 2-004 of the Canadian Electrical Code state that permits are required *before* electrical work is started. Plans must be submitted and approved *before* permits can be issued on all installations with the exception of single-family dwellings.

No applications will be processed without complete and correct information, such as the location of the building, the purpose for which the building is being used, size of the service, type of service (new, rewire or addition), registration number, approved plan number and proper numbers and proper cost of the fee. If you come into the office to fill out an application, take the time to bring all the pertinent information with you, such as street location, owner's name, correct address, postal code, and phone number.

Permits submitted without full information will be returned. If you fax an application in, it will be faxed back to you if the proper information is not provided.

Failure to obtain a permit before an electrical installation is started will result in a penalty of double the permit fee and may result in charges being laid. The *Electrical Protection Act* provides fines up to \$2,000 for working without a permit.

No further warnings regarding this matter will be issued.

Thank you in advance for your co-operation.