



ELECTRICAL SERVICE CHANGE PROCEDURE FOR ELECTRICAL CONTRACTORS

In an effort to enable licensed Electrical Contractors to perform electrical service changes more efficiently the Building Department has instituted the following procedure.

- Come to the building department to pull a permit.
- License holder signs a notarized affidavit (attached) and schedules an inspection for the day after the completion of the service change.
- Upon receipt of the affidavit the Building Department will then notify the appropriate utility that service may be restored when notified by the Electrical Contractor.
- Electrical Contractor performs the permitted work and calls the utility for reconnection of service.
- Electrical Contractor ensures that the structure is accessible for inspection.
- Electrical Contractor corrects any deficiencies found at inspection.
- Electrical Contractor calls for re-inspection.

This procedure is a *privilege* being granted to licensed Electrical Contractors only and may be revoked by the Authority Having Jurisdiction at any time for just cause.

By signing the enclosed affidavit, the Electrical Contractor is taking full responsibility for the work performed.

IF ANY UNSAFE OR POTENTIALLY LIFE THREATENING DEFICIENCIES ARE FOUND AT INSPECTION THE INSPECTOR WILL NOTIFY THE UTILITY FOR IMMEDIATE DISCONNECTION AND YOUR PRIVILEGES UNDER THIS PROCEDURE WILL BE REVOKED!



ELECTRICAL SERVICE CHANGE AFFIDAVIT

Building Permit Number: _____
Job Address: _____
Electrical Contractor: _____
Qualifier: _____
License Number: _____

I, _____, DO HEREBY AFFIRM, that I take full responsibility
(Print Qualifier Name)

for the electrical work performed under the above permit. I also affirm that I have read and understand the enclosed cover sheet "ELECTRICAL SERVICE CHANGE PROCEDURES FOR ELECTRICAL CONTRACTORS" and agree to fully abide by them. All work will be performed to the requirements of the CURRENT NATIONAL ELECTRICAL CODE and the CURRENT FLORIDA BUILDING CODE.

I further understand that:

This procedure is a *privilege* being granted to licensed Electrical Contractors only and may be revoked by the Authority Having Jurisdiction at any time for just cause. By signing the enclosed affidavit, the Electrical Contractor is taking full responsibility for the work performed.

IF ANY UNSAFE OR POTENTIALLY LIFE THREATENING DEFFICIENCIES ARE FOUND AT INSPECTION THE INSPECTOR WILL NOTIFY THE UTILITY FOR IMMEDIATE DISCONNECTION AND YOUR PRIVILEGES WILL BE REVOKED!

_____ Qualifier Signature	_____ Date
Sworn to and subscribed before me this _____ day of _____, 20_____	
By _____, (Notary Public, State of Florida)	
Personally known to me or Produced Identification	