

# SINGLE-FAMILY DWELLING APPLICATION

STATE OF MAINE  
 DEPARTMENT OF PROFESSIONAL & FINANCIAL REGULATION  
 OFFICE OF PROFESSIONAL & OCCUPATIONAL REGULATION  
**ELECTRICIANS' EXAMINING BOARD**  
 35 STATE HOUSE STATION  
 AUGUSTA, ME 04333  
 TEL: (207)624-8457 FAX: (207)624-8636  
 Maine Relay 711 (tty)  
 Location: 76 Northern Avenue, Gardiner, Maine

Office Use Only
Cash #: _____
Certification #: _____
<b>4220-1441</b>

## INSPECTION FEE: \$75.00 (for inspection by a State Electrical Inspector)

<b>PAYMENT OPTIONS:</b>	<input type="checkbox"/> Check or Money Order Payable to "Treasurer State of Maine".
	<input type="checkbox"/> Credit Card: MasterCard or VISA Only. Complete the following:
I authorize the State of Maine, Department of Professional & Financial Regulation, Office of Professional & Occupational Regulation to charge my MasterCard/VISA <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> - <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> - <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> - <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> Exp. Date _____/_____/_____ in the amount of \$_____. Signature _____	
(check here) <input type="checkbox"/> <b>I understand that fees are non-refundable</b>	

## OWNER INFORMATION

Name: _____			
Location/Street: _____			
City: _____	State: _____	Zip Code: _____	County: _____
Home Tel. #: ( ) _____ - _____ Time of Day at this #: _____			
Work Tel. #: ( ) _____ - _____ Time of Day at this #: _____			

## ACTUAL LOCATION OF DWELLING.

**GIVE A WRITTEN DESCRIPTION OF THE EXACT LOCATION WHERE INSPECTION WILL OCCUR, SUCH AS TOWN, NAME OF ROAD, MAIL BOX NUMBER (YOURS OR NEAREST NEIGHBORS), POLE# NEXT TO BUILDING, ETC.**

Location/Street: _____	Town/City: _____	County: _____
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Please list any additional directions: \_\_\_\_\_  
 \_\_\_\_\_

## Please list builder if other than owner:

Name: _____			
Location/Street: _____			
City: _____	State: _____	Zip Code: _____	County: _____

# **APPLICATION INSTRUCTIONS**

## **Single-Family Dwelling Certification**

**COMPLETING THE APPLICATION FORM** – When applying for an inspection from a state electrical inspector follow these steps:

- Complete and submit this form with the \$75.00 fee to the Electricians' Examining Board. A certificate will be returned to the homeowner.
- Arrangements for **rough-in** inspection shall be made by the homeowner by contacting a State Electrical inspector at (207) 624-8519
- Upon successful completion of the rough-in inspection the homeowner will be allowed to cover the walls.
- Upon completion of the remainder of the electrical installation (switches, outlets, lights, etc) the homeowner will again contact the State Electrical Inspector for a final electrical inspection.
- Upon successful completion of the final electrical inspection by the State Electrical Inspector and a successful inspection of the service equipment, a number will be assigned to the homeowner for compliance with all NEC requirements. The homeowner will then be given a "Certificate of Approval" for his single-family dwelling.
- At this point, the utility company will be contacted by the appropriate State Electrical Inspector for authorization to energize the building.

There are no exceptions to the above listed procedure; however, if the homeowner desires, he/she can obtain the services of an appropriately licensed State of Maine electrician to take responsibility for the homeowner's work and sign off the dwelling.

If temporary service is required, the homeowner may obtain the services of an appropriately licensed State of Maine electrician to install a "Temporary" service away from, and in no way attached to, the dwelling unit. The electrician would be required to obtain a permit from the Electricians' Examining Board in accordance with 32 MRSA, Chapter 17, §1102-B-1.

Incomplete applications will be returned.

**INFORMATION** – Nothing in this Chapter may prevent a person from making electrical installations in a single-family residence occupied by him or to be occupied by him as his bona fide personal abode, providing the installation conforms with the standards of the National Electrical Code. Any electrical installations made under the authority of this paragraph, after July 1, 1987, in a newly constructed residence, shall require certification by a State or Local Inspector, Master Electrician or Limited Electrician in House Wiring prior to the activation of electricity by the utility company.

**Please note: Time scheduling for inspections may vary**

**STATE OF MAINE ELECTRICAL INSPECTORS**

**Tel: (207) 624-8457**

**Inspectors Voice Mail: (207) 624-8519**

**FEE IS NON-REFUNDABLE**