

**CITY OF MUNCIE  
BUILDING COMMISSIONER  
MUNCIE, INDIANA**

**ELECTRICAL CONTRACTOR**

**LICENSE APPLICATION**

APPLICANT'S NAME \_\_\_\_\_

ADDRESS \_\_\_\_\_

HOME PHONE \_\_\_\_\_ WORK PHONE \_\_\_\_\_

COMPANY REPRESENTED \_\_\_\_\_

ADDRESS \_\_\_\_\_ CITY/ZIP \_\_\_\_\_

SOLE PROPRIETORSHIP, PARTNERSHIP, CORPORATION?

HOW LONG IN BUSINESS \_\_\_\_\_ WHAT IS PRIMARY BUSINESS \_\_\_\_\_

HAVE YOU HELD A LICENSE HERE BEFORE \_\_\_\_\_

PLEASE ATTACH CERTIFICATE OF INSURANCE, BOND, NUMBER AND COMPANY. CERTIFICATE MUST BE AN ORIGINAL.

GIVE SUMMARY OF YOUR WORK BACKGROUND AND QUALIFICATIONS FOR THE LICENSE APPLIED FOR \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

I acknowledge that all information I have given is complete and accurate and that I have read the City Ordinance and understand it. I agree to allow the Board of Examiners to verify the information I have given to determine my eligibility.

SIGNATURE OF APPLICANT: \_\_\_\_\_ DATE \_\_\_\_\_

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**FOR OFFICIAL USE ONLY**

This application was reviewed by the Electrical Review Board on \_\_\_\_\_

Reason if application denied \_\_\_\_\_

Applicant may re-apply \_\_\_\_\_

SIGNED BY \_\_\_\_\_ Board Member Date \_\_\_\_\_

LICENSE NUMBER ISSUED TO APPLICANT \_\_\_\_\_ (rev. 11/08/02)

CITY OF MUNCIE  
BUILDING COMMISSIONERS OFFICE  
MUNCIE, IN  
(765)747-4862

## **REQUIREMENTS FOR ELECTRICIAN'S LICNESE**

- Letter from where test was taken addressed to: Attn: Electrical Inspector, Taylor Marshall or Building Commissioner office, 300 N High St. Muncie IN 47305 with Block Examination Scores and Dates.
- 70% or better test score **required.**
- 5 years' experience **required.**
- \$5,000 Bond **required.**
- Liability Insurance certificate in the amount of \$500,000.00 with the city of Muncie listed as the holder.
- The applicant **MUST** be listed on the bond and insurance. We license the individual, not the company.
- Electrical Contractor License Application
  - NEW LICENSE FEE: \$150.00
- Licenses are issued January 1 to December 31
  - ANNUAL RENEWAL FEE: \$100.00

Applicants must appear before the Electrical Review Board which meets on the last Tuesday of the month. Once all the information has been received we will call applicant to set up board meeting.

**DO NOT SEND CHECK WITH APPLICATION. PAYMENT DUE UPON BOARD APPROVAL.**