



# Annual permit application

## Electrical

For Jan. 1, 2025 to Dec. 31, 2025

Planning and Development  
101-1101 5 St., Nisku, AB T9E 2X3  
p: 780-770-9322 f: 780-955-8866  
safetycodes@leduc-county.com

Permit number \_\_\_\_\_

Date \_\_\_\_\_

¼		Section		Township		Range		West of		Roll #	
Lot		Block		Plan				Subdivision/hamlet			

### Property information

Civic address		Postal Code	
Occupied by		Phone	

Owner name		Phone	
Owner address		Phone	
Town/city		Postal code	
		Email	

### Establishment details

Type of building	Commercial <input type="checkbox"/>	Industrial <input type="checkbox"/>	Institutional <input type="checkbox"/>	Other <input type="checkbox"/> please specify:
General use of the establishment				

### Applicant details

Electrician		Contractor			
Certification		Address		Postal code	
Expiry		Phone			

### Permit Fee

Permit fee includes up to 3.5 hours of inspection. Additional inspection fee is \$57.00/hour plus GST.	Annual electrical permit fee (as per current fee schedule)	\$ 173.00
	Safety Codes Council levy (> of \$4.50 or 4% of fee)	\$ 6.92
	<b>TOTAL</b>	<b>\$ 179.92</b>

The issuance of a permit or examination of plans/specifications shall not be construed to be an approval of any violation of provisions of the Safety Codes Act, Regulations made pursuant thereto, bylaws or agreement. I am the owner/applicant with the consent and authority of the owner that is the subject matter of this permit application. I have read and agree to the conditions on the reverse side of the application form. I hereby certify that this installation will be completed in accordance with the Safety Codes Act and Regulations made pursuant thereto.

\_\_\_\_\_  
Authorized applicant name

\_\_\_\_\_  
Authorized applicant signature

<input type="checkbox"/> Mastercard	<input type="checkbox"/> Visa	<input type="checkbox"/> Cheque	<input type="checkbox"/> Cash/Interac	<input type="checkbox"/> Invoice/Account No. _____
Name of card holder				Expiry date _____ / _____
Signature of card holder			Card number	

I hereby authorize Leduc County by this signature to charge my credit card account number given here.  
**Credit card payments over \$4,999.99 will incur a 2.4% processing fee on any single application or form**

Your personal information is collected by Leduc County under the authority of section 33(c) of the Alberta Freedom of Information and Protection of Privacy Act. It will be used for the purposes for which it is collected. Questions concerning the collection and use of this information can be directed to Leduc County's FOIP coordinator at FOIP@leduc-county.com.

## Conditions

**Act** – The issuance of a permit shall not prevent an electrical safety codes officer from issuing a correction notice if an electrical installation or part thereof is found not to be in accordance with the *Safety Codes Act*, regulations and bylaws.

**Deviation** – No deviation from plans, specifications or information contained on the application for this permit shall be permitted without prior written authorization from the electrical safety codes officer.

**Expiry** – This permit expires Dec. 31, 2025, regardless of date of issue.

**Safety codes officer** – The person authorized to perform installations governed by this permit shall notify the electrical safety codes officer prior to concealment of any portion of the installation.

**Excavation** – Before excavation is started, check for the location of utilities.

**Inspection** – The Electrical Safety Codes Officer shall not be refused admission during any reasonable hour of the day for the purpose of conducting an inspection.

**Final inspection** – Upon completion of all the work authorized by this permit, the electrical safety codes officer shall be notified that all work is completed and ready for final inspection.

### ***Important notice***

If any portion or part of the work is concealed prior to an approval by an electrical safety codes officer all work may be requested to be uncovered.

Any required re-inspection shall be subject to a re-inspection fee, as per current fee schedule. This fee is required to be paid prior to the re-inspection taking place.

Any person who commits a breach of any of the provisions of the *Safety Codes Act*, or Regulations made pursuant thereto, or of the conditions of a permit is guilty of an offense under the Act.

**Annual permits** – Where an annual electrical permit has been issued, minor repairs may be executed on the premises identified as the establishment in an annual permit during the time specified. A single annual permit may be issued to cover all minor repairs performed during a full calendar year or for a lesser period of time when required, but the permit fee shall be based on a full calendar year.

The person responsible for an annual permit shall ensure the work executed under the permit is performed by properly certified personnel, whether an employee of the establishment or contracted personnel.

An annual permit may be cancelled by the electrical safety codes officer if it is determined that electrical work is not being performed in a responsible manner.

An annual permit does not entitle the holder to effect major electrical alterations in, or additions to the establishment.

The holder of an annual permit may obtain a permit for major electrical alterations in or additions to the establishment if he first submits plans and specifications for examination.

The electrical safety codes officer shall determine the number of inspections to be made on an establishment for which an annual permit has been issued.

The holder of an annual permit shall maintain in the establishment a current and accurate two year record of all minor repairs and shall make it available to the electrical inspector on request.