



ELECTRICAL CONTRACTOR REGISTRATION APPLICATION

City of Columbia
208 S. Rapp Ave.
Columbia, IL 62236
618.281.7144

How to become a Registered Electrician:

1. Complete this Application for Electrical Registration and return to the City Clerk's Office at 208 S. Rapp Ave., Columbia, IL 62236, or email to communitydev@columbiaininois.com or returned by fax at (618) 281-5477.
2. Minimum Requirements: Two years formal instruction or 4 years (8,000 hours) construction work experience.
3. The office of the Electrical Inspector will contact the applicant.

The current registration fee is \$25.00 to be paid at the City Clerk's Office by cash, by check (payable to the City of Columbia), or online by credit/debit at www.columbiaininois.com. (The online option has an additional fee of \$1.50.) A registration certificate will be mailed to you 2-4 weeks after payment.

Annual registration fees due May 1 are required to maintain registration. If an electrical contractor fails to pay the registration fee for 2 or more consecutive years, the registration will be revoked and the contractor will have to complete the entire application process to regain registration.

(PLEASE PRINT CLEARLY)

Company Name: _____

Company Address: _____

Street City State Zip Code

Phone #: _____

Name of Applicant: _____

Residential Address: _____

Street City State Zip Code

Phone #: _____

Have you ever carried an electrical license? **Yes** **No**

If so, where? _____

State the type or grade of license; _____

In force from: _____ **to** _____

Are you registered as an electrical contractor in any other City? **Yes** **No**

If so, where? _____

In force from: _____ **to** _____

Was the license or registration obtained by examination? Yes No
Have you ever had an electrical license or registration revoked? Yes No

If so, by whom? Also state the reason why.

If the items below are not completed we will not be able to complete your registration. Please complete all areas, in full, to the best of your ability.

PART I: Schooling and formal instruction directly related to electrical theory and practical applications involving electrical wiring and equipment.

A. Vocational or Trade School

Name: _____
Address: _____
Street City State Zip Code
Date: **Started -** _____ **Completed -** _____
Name of Course: _____

B. College Training

Name: _____
Address: _____
Street City State Zip Code
Date: **Started -** _____ **Completed -** _____

C. Military Training

Branch: _____
Location: _____
Date: **Started -** _____ **Completed -** _____

D. Other

Explain: _____

Are you familiar with the National Electrical Code? Yes No

PART II: Construction Work Experience.

A. Owner or office of an Electrical Contracting Company

Name of Company: _____

Address: _____
Street City State Zip Code

Date: **Started -** _____ **Completed -** _____

Position(s) Held: _____

B. Supervisor / Foreman

Name of Company: _____

Address: _____
Street City State Zip Code

Date: **Started -** _____ **Completed -** _____

C. Apprentice on Job Training

Name of Company: _____

Address: _____
Street City State Zip Code

Date: **Started -** _____ **Completed -** _____

D. Approximate years experience in the following types of work.

Residential Wiring: _____ **Commercial Wiring:** _____

Industrial Wiring: _____ **Maintenance:** _____

NOTE: The City of Columbia Electrical Board Reserves the right to verify your work experience by examination, written or oral.

Applicant Signature **Date**

(Office Use Only)

Approved: _____

Date: _____