



ELECTRICAL APPLICATION FORM PART A

BUILDING REGULATIONS DIVISION Office 937-225-4622 Visit our Website
 451 W. Third Street, Dayton, OH 45422 Fax 937-225-6327 www.mcoho.org/build

SUBMIT SEPARATE APPLICATIONS FOR EACH BUILDING, STRUCTURE, OR TENANT SPACE. **PLEASE PRINT OR TYPE**

1. PROJECT/BUILDING LOCATION Project Name _____
 Street Address _____ Lot Number _____
 City _____ Zip _____ Parcel ID _____
 Subdivision _____ Actual Jurisdiction (Township, Village, City) _____

2. BRIEF DESCRIPTION OF THE SCOPE OF WORK COVERED UNDER THIS APPLICATION

*If this permit application is connected to an existing building permit, what is that permit number? **BLD** _____

3. SCOPE OF PROJECT New Building Building Addition New Building -Shell Only Alteration Repairs Only

4. TYPE Residential Commercial

Item No.	Description	Fee Basis	Qty	Fee Due
<input type="checkbox"/> E.1	COMMERCIAL - New Service, Service Change, Alteration, Repair, or Upgrade, Temporary Pole	\$175		
<input type="checkbox"/> E.2	DWELLING UNIT - New Service, Service Alteration, Temporary Pole (includes 1 st Meter)	\$125		
	Additional Meters	\$25 each		
<input type="checkbox"/> E.3	EXISTING SINGLE FAMILY DWELLING UNITS - Service Change, Upgrade	\$60		
<input type="checkbox"/> E.4	Commercial Reconnect	\$125		
<input type="checkbox"/> E.5	Dwelling Unit Reconnect	\$75		
<input type="checkbox"/> E.6	All Other Electrical Inspections	\$75		

PLEASE REFER TO PAGE 2 FOR FEE DEFINITIONS & INSTRUCTIONS **TOTAL:** _____

5. BUILDING OWNER Contact Person _____ Phone _____

Company Name _____ Email _____

Address _____ City, State Zip _____

6. CONTRACTOR Contact Person _____ Phone _____

Company Name _____ Email _____

Address _____ City, State Zip _____

7. APPLICANT Contact Person _____ Phone _____

Company Name _____ Email _____

Address _____ City, State Zip _____

8. I HEREBY CERTIFY that I am the: Property Owner Agent for the Owner, and all information contained in this application is true, accurate, and complete to the best of my knowledge. All official correspondence in connection with this application is to be sent to my attention at the address above. I also understand that **UP-FRONT FEES ARE NON-REFUNDABLE OR TRANSFERABLE.**

SIGNATURE _____ **PRINTED NAME** _____

Received by _____	Via: <input type="checkbox"/> Main <input type="checkbox"/> Office <input type="checkbox"/> Fax <input type="checkbox"/> Electronic	Amount Paid Up-Front _____	FOP _____
Received date _____	Processed by _____	Date _____	Penalty Fee Due _____
Plans Approved by _____	Date _____	Balance Due _____	FOP _____




ELECTRICAL APPLICATION FORM PART A APPLICATION INFORMATION AND INSTRUCTIONS

The up-front fee is the minimum fee charged for each category, and is for all permit types requested. The up-front fee will be deducted from the balance due and is non-refundable. Refund of fees will not be authorized if a permit cannot be issued due to code compliance issues, cancellation of job for any reason, or non-awarded work.

Electrical permit fees are primarily assessed per the number of inspections requested or required. Fees must be paid prior to the inspections; however, some exceptions may apply. No final inspection approval will be given until all fees have been paid in full.

For assistance in completing your application, contact the Building Regulations Division. Please refer to the Montgomery County Building Regulations Division Fee Schedule Booklet for further details.

Item No.	Description	Fee ¹		Remarks
		Number of Inspections Included		
ELECTRICAL FEE SCHEDULE EXCERPT				
E.1	COMMERCIAL - New Service, Service Change, Alteration, Repair, or Upgrade, Temporary Pole	\$175	1	Covers 1 inspection and release to the utility. Includes fault current analysis review. Does not include multifamily dwelling units. For additional inspections, see All Other Electrical Inspections.
E.2	DWELLING UNIT - New Service, Service Alteration, Temporary Pole	\$125 base fee (includes 1st meter), Plus \$25 per meter	1	
E.3	EXISTING SINGLE FAMILY DWELLING UNITS - Service Change, Upgrade	\$60	1	For inspecting the repair of existing services in single family dwellings. This fee covers one inspection of the service entrance equipment only, plus any release to utility. For any other new work, see All Other Electrical Inspections.
E.4	Commercial Reconnect	\$125	1	Fee is per address. Includes 1 inspection and a release to the utility. Does not include inspection of new work, or inspection of multi-family dwelling units.
E.5	Dwelling Unit Reconnect	\$75	1	For an electrical service safety inspection of single and multi-family dwellings. Fee is per dwelling unit. Includes 1 inspection and a release to the utility. Does not include inspection of new work
E.6	All Other Electrical Inspections	\$75	1	Covers nominally 1/2 hour of inspection time. Includes alterations that do not require a service release to 1 the utility

PERMIT TYPE	SINGLE FAMILY DWELLING AND ITS ACCESSORY STRUCTURES	MULTI-FAMILY DWELLINGS OR DWELLINGS ATTACHED TO ANY COMMERCIAL USE	COMMERCIAL, INSTITUTIONAL, AND INDUSTRIAL STRUCTURES
ELECTRICAL FEE SCHEDULE CLARIFICATION			
			
What's eligible?	This category is for single family homes and structures that are accessory to the home only.	This includes duplexes, tri-plexes, and any other grouping together of dwellings with other dwellings or with other commercial uses	All other forms of commercial (Ohio Building Code regulated) construction
New Services	\$125	\$125 Fee (\$100 Base Fee, plus \$25 1st meter), plus \$25 for each additional meter	\$175
New Services and temp pole on same permit	\$125 (includes 1st meter), plus \$75 for temp pole inspection (\$225 min)	\$125 Fee (\$100 Base Fee, plus \$25 1st meter), plus \$75 for temp pole inspection (\$225 min)	\$175 for new service, \$175 for temp pole (\$350 min)
Service Changes, Repairs and Upgrades	\$60, includes one inspection and release to the utility. If additional electric work done beyond the service, additional inspections must paid for as well	\$125 Fee (\$100 Base Fee, plus \$25 1st meter), Note: When the repair/replace is for a "Meter Bank Assembly" AND no other work is performed the \$125 Fee is charged for per assembly	\$175
Temp Poles (stand-alone permit)	\$125 Base Fee (includes 1st meter), plus \$25 for each additional meter	\$125 Fee (\$100 Base Fee, plus \$25 1st meter), plus \$25 for each additional meter	\$175
Reconnects, where no work is being done	\$75	\$75	\$125
Additional Inspections	\$75	\$75	\$75