



ELECTRICAL PERMIT APPLICATION
Town of Ashland • Department of Building Safety
 20 Highland St., PO Box 517, Ashland, New Hampshire 03217
 Tel: 603.968.4432 • Fax: 603.589.3776
bldg@ashland.nh.gov • www.ashlandnh.org

OFFICE USE ONLY			
Date Received		Tax Lot #	
Received By		Zoning District	
Date Approved		Project Number	
Date Denied		Reason for Denial	

PLEASE PRINT AS LEGIBLY AS POSSIBLE (Black ball point pen is preferred.)

BY NH RSA 319-C, ELECTRICAL PERMITS MUST BE APPLIED FOR BY THE PERSON PERFORMING THE WORK

Section 1 – Site Information			
Project Address		Date of application	
Property Owner(s)			
Mailing Address		City/State/Zip	
Daytime Tel #		Email	

Location is:	One- or Two Family Residential	Commercial / Industrial / 3+ Family Residential
<input type="checkbox"/> Interior	<input type="checkbox"/> Exterior	<input type="checkbox"/> New
<input type="checkbox"/> One-Family	<input type="checkbox"/> Two-Family	<input type="checkbox"/> Townhouse
<input type="checkbox"/> Garage/Barn/Shed	<input type="checkbox"/> Pool	<input type="checkbox"/> Dock
Other:		
<input type="checkbox"/> Multi-Family Res	<input type="checkbox"/> Retail	<input type="checkbox"/> Office
<input type="checkbox"/> Medical	<input type="checkbox"/> Institutional	<input type="checkbox"/> Industrial
		<input type="checkbox"/> Addition/Renovation/Repair
		<input type="checkbox"/> Mobile Home
		<input type="checkbox"/> Sign
		<input type="checkbox"/> Food Service
		<input type="checkbox"/> Other:

Section 2 – Scope of Work			
Work involves: (Check all boxes that apply.)			
<input type="checkbox"/> Temporary Service (each)	<input type="checkbox"/> House Meter: Adding or Relocating		
<input type="checkbox"/> Service Entrance (new dwelling only)	<input type="checkbox"/> Service Change (up to three 3 units)		
<input type="checkbox"/> Adding Sub-Panel	<input type="checkbox"/> Replacing Main Panel		
<input type="checkbox"/> Generator(s)	<input type="checkbox"/> Buss Ducts		
<input type="checkbox"/> Other Major Work	Describe:		
<input type="checkbox"/> Other Major Work	Describe:		
Installation / Relocation / Replacement of: (Include approximate quantity in box)			
<input type="checkbox"/> Wiring for Outlets	<input type="checkbox"/> Wiring for HVAC	<input type="checkbox"/> Wiring for Water Heater	<input type="checkbox"/> Low-Voltage Wiring
<input type="checkbox"/> Lighting	<input type="checkbox"/> Ceiling Fans	<input type="checkbox"/> Receptacles (plugs)	<input type="checkbox"/> Smoke/CO Detector
<input type="checkbox"/> Range/Dryer/Dish Dasher	<input type="checkbox"/> Baseboard Heating	<input type="checkbox"/> Mini-splits	<input type="checkbox"/> Paging/Sound System
<input type="checkbox"/> Transformers	<input type="checkbox"/> Motors	<input type="checkbox"/> Motor Control Centers	<input type="checkbox"/> Auto. Transfer Switches
<input type="checkbox"/> Medical Equipment	Describe:		
<input type="checkbox"/> Other	Describe:		
<input type="checkbox"/> Other	Describe:		

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Section 3 – Permit Fee		Qty	Fee Per	line total
Electrical Permit Base Fee	New*	# of units	\$125.00	
		Alteration/Repair up to \$2000*	\$50.00	
		Alteration/Repair up to \$4000*	\$80.00	
		Alteration/Repair up to \$8000*	\$100.00	
		Temporary Electrical Service*	\$50.00	
Re-inspection Fee		per visit	\$35.00	
			TOTAL	

* Base application fee is not refundable if the applicant withdraws their application or if it is denied. No refunds will be issued once work begins.

Section 4 – Required Inspections

CALL THE BUILDING INSPECTOR IN ADVANCE FOR AN INSPECTION - 603-968-4432, EXT. 562
Please have your permit number, address, and the type of inspection ready.

The following inspections are required in Ashland as a minimum. *Additional inspections may be necessary, depending upon specific circumstances.* You **must** call the Building Inspector in advance at 603-968-4432, ext. 563, to schedule these inspections before proceeding to the next building phase.

- Any change to service equipment: After installation, prior to energizing any wiring or breakers beyond the service panel. May be conducted with rough electrical inspection if service panel remains unenergized until all rough work is completed.
- Rough inspection: After outlets (boxes) are installed and wired, but before any fixture or receptacle is installed and before any work is covered or closed in.
- Final inspection once all work is completed.

Section 5 – Regulations and Code Provisions

Electrical License Requirements: It is unlawful for anyone to install electrical work for compensation without a license. Only a licensed Master Electrician or a homeowner using the Homeowner’s Exemption below can apply for a Residential Electrical Permit. Proof of license is required, to be submitted along with your permit application. [Ref: RSA 319-C]

Exemptions for Homeowners: The electrical licensing requirement does not apply to “a homeowner of a **single-family** residence owned and occupied by him/her as his/her bona fide personal abode.” The exemption only applies if the homeowner is actually performing the work. Homeowners that are issued electrical permits and then decide to contract with a licensed electrician, for all or a portion of the work, must have the electrician obtain an electrical permit for the work being done by the electrician. [Ref: RSA 319-C:15:ii]

Electrical Code requirements: All installations, regardless of who performs the work, must comply with all New Hampshire and Ashland Electrical Codes. [ref: 2018 International Residential Code: R105.6 and Ashland Building Regulations Article 41]

Work commencing before permit issuance: Any person who commences work requiring a permit on a building, structure, electrical, gas, mechanical or plumbing system before obtaining the necessary permits shall be subject to a fine established by the applicable governing authority that shall be in addition to the required permit fees. [Ref: 2018 International Residential Code: R108.6]

Any construction started without a required permit, or any stage of construction started without the prerequisite inspection(s), or any work performed after a “Stop Work Order” is issued is subject to a fine of up to \$275 (for the first offense) or \$550 (for each subsequent offense). Each day a violation continues shall be a separate offence. [Ref.: RSA 676:17]

Suspension or revocation of permit: The code official is authorized to suspend or revoke a permit issued under the provisions of this code wherever the permit is issued in error, on the basis of incorrect, inaccurate or incomplete information; in violation

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of any ordinance, regulation or any of the provisions of this code; or if there have been any false statements or misrepresentations as to the material fact in the application for permit. [Ref: 2018 International Residential Code: R105.6]

Section 6 – Legal Statement and Signature

I hereby attest that all statements made on this application and any attached documents are true to the best of my knowledge. I have read and understand the Regulations and Code provisions in Section 4. I also understand that the base application fee is not refundable if I cancel this permit request or if the permit is denied. Refunds will not be issued once work begins.

Omission of any required information may delay permit issuance or constitute reason for denial.

Applicants are advised that the making of a false statement on this form is a criminal offense.

Complete this section if you, as the homeowner, will be performing the electrical work: (owner-occupied single-family home only)

I, _____, certify that I will be performing electrical work as the owner and occupant of this single-family residence which is my bona fide abode. I have read and understand the Regulations and Code provisions in Section 5 and that all electrical work shall be performed in accordance with the standards and regulations of the state electrical and building codes. Any deviation from current building codes shall first be approved by the Building Inspector. [Ref: RSA 319-C:15II, 2018 International Residential Code, and Ashland Building Regulations Article #41]

Signature of Single-Family Home Owner

Date

Complete this section if you, as the electrical contractor, will be performing/overseeing the electrical work. Include a Letter of Authorization form, granting authority to request a permit on the behalf of the property owner.

Company _____ License # _____ (proof of license required)

Address _____ City/State/Zip _____

Tel # _____ Cell # _____ Email _____

I, _____, certify that I am a master electrician and will be performing/overseeing the electrical work. I have read and understand the Regulations and Code provisions in Section 5 and that all electrical work shall be performed in accordance with the standards and regulations of the state electrical and building codes. Any deviation from current building codes shall first be approved by the Building Inspector. I have read and understand the Regulations and Code provisions in Section 4. [Ref: RSA 319-C and 2018 International Residential Code]

Signature

Date