

**BOROUGH OF COLLEGEVILLE**  
**ELECTRICAL PERMIT APPLICATION**

**PART I – Property Location:**

Address: \_\_\_\_\_

Zoning District: \_\_\_\_\_ Lot: \_\_\_\_\_ Block & Unit: \_\_\_\_\_

Parcel #: \_\_\_\_\_

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**PART II – Non-Residential Property:**

Business Name/Tenant: \_\_\_\_\_

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**PART III – Identification:** (To be completed by all applicants)

**Owner:** Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State/Zip: \_\_\_\_\_

Email: \_\_\_\_\_

**Electrician:** Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State/Zip: \_\_\_\_\_

Email: \_\_\_\_\_

**Design Professional:** Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State/Zip: \_\_\_\_\_

Email: \_\_\_\_\_

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**PART IV – Type of Construction**

NEW

ALTERATION

REPAIR

ADDITION

**Brief description of work:**

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Total number of fixtures (switches, outlets, and light fixtures): \_\_\_\_\_

**PART V – Cost**

Cost of electrical improvements: \$ \_\_\_\_\_

Other costs: \$ \_\_\_\_\_ Total cost of project: \$ \_\_\_\_\_

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**PART VI – Fee (see fee schedule)**

Permit Fee: \$ \_\_\_\_\_

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**PART VII – Signature**

*Deposit of check representing the fee for the application does not constitute approval of our granting of the same by Collegeville Borough. I hereby certify that the proposed work is authorized by the owner of record and that I have been authorized by the owner to make this application as his agent and we agree to conform to all applicable laws of Collegeville Borough.*

\_\_\_\_\_  
Signature of Applicant

**VIII – VALIDATION: (For Department Use Only)**

Permit Number: \_\_\_\_\_ Permit Issued: \_\_\_\_\_

Permit Fee: \_\_\_\_\_ Check Number: \_\_\_\_\_

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**Schedule of Fees**

**(Resolution 2017-01)**

**Electrical Permit Fees:**

<b>Residential and Non-Residential</b>	<b>\$75.00 for first \$1,000.00 cost of construction; \$10.00 for each additional \$1,000.00 cost of construction plus \$4.00 State Surcharge</b>
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*An electrical permit is required for all new construction including all renovations and alterations.*

**PART I – Location of property** – Address must be provided on all applications.

**PARTS II thru VI** – Sections must be completed.

**PART VII – Sign and date application** – If property resident is not the owner of the property, a notarized statement indicating the owner’s approval of the proposed construction must be submitted with the application. Provide phone numbers where property owner/resident and/or contractor may be reached.

### **PLANS AND SPECIFICATIONS**

Two (2) copies of all plans and specifications must be submitted with all applications for electrical permits.

### **ADDITIONAL INFORMATION**

**FEES** – Permit fees must be submitted with permit application.

**PERMIT GRANTED** – **Work may not start until a permit has been approved and granted.**

**INSPECTIONS** – All electrical inspections are performed in-house.

Borough of Collegeville  
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