



Building Division, Planning and Development Department
4949 Canada Way, Burnaby, BC V5G 1M2
Phone: 604-294-7130 Fax: 604-294-7986
E-Mail: Permits@Burnaby.ca

ELECTRICAL PERMIT APPLICATION ANNUAL ELECTRICAL OPERATING PERMIT

Application Date: _____

Customer Service Assistant: _____

This application must be completed in its entirety. If any fields are not complete, the application WILL NOT be processed.

For all applications received online, via e-mail, faxed or mail, an invoice will be e-mailed to the contractor and payment can be made online at:

<https://invoices.burnaby.ca/>

Section 1: Property Information

Is there an existing Annual Operating Permit at this site? <input type="checkbox"/> Yes <input type="checkbox"/> No		ELE	(Office Use Only)
SITE ADDRESS:			
BUSINESS NAME:			
<input type="checkbox"/> MAIN PERMIT	Service KVA:	Fee: \$0.55/KVA Min. 600KVA (\$264.00) Max. 8700KVA (\$3,822.00)	
<input type="checkbox"/> ADDITIONAL PERMIT	Fee Enclosed: \$	\$264.00 (each permit)	
TOTAL FEE ENCLOSED: \$			

Section 2: Field Safety Representative (Qualified Electrician) responsible for work done under this permit

This FSR is: <input type="checkbox"/> a full-time employee of the tenant or property owner. <input type="checkbox"/> working for the following electrical contractor:			
COMPANY NAME:			
LAST NAME:		FIRST NAME:	
ADDRESS:		CITY:	POSTAL CODE:
PHONE NUMBER:		E-MAIL:	
BUSINESS LICENSE: (Burnaby or IMBL)		TECHNICAL SAFETY BC LICENSE: LEL	
COMPANY FSR NAME:		FSR NUMBER: CELO	FSR CLASS:
PHONE NUMBER:		E-MAIL:	
SITE FSR NAME:		FSR NUMBER: CELO	FSR CLASS:
PHONE NUMBER:		E-MAIL:	

Section 3: Tenant, Owner or Owner's Representative ONLY to complete Section 3

(Electrical Contractor: DO NOT fill in this section.)

This section is being completed by: <input type="checkbox"/> PROPERTY OWNER <input type="checkbox"/> PROPERTY OWNER'S REPRESENTATIVE <input type="checkbox"/> TENANT			
COMPANY NAME:			
LAST NAME:		FIRST NAME:	
ADDRESS:		CITY:	POSTAL CODE:
PHONE NUMBER:		E-MAIL:	

NOTE: All work done under this permit must be recorded in a logbook for inspection purposes.

I hereby declare that the Provincial licence and/or certification is in effect and valid and that all other information contained in this application is accurate. I acknowledge that the City is relying on this declaration for issuance of permit. I further confirm that all work performed under this permit shall be done in accordance with all applicable City of Burnaby Bylaws and Provincial Regulations.

Personal information collected on this form is in accordance with s. 26(c) of the Freedom of Information and Protection of Privacy Act (RSBC 1996) for permitting purposes. Please be advised that permits are considered public records that are available in various City publications or disclosed through information requests. For questions regarding the collection, use and disclosure of personal information please contact the FOI Administrator at FOI@burnaby.ca or by calling 604-294-7944 or in person at City Hall at 4949 Canada Way, Burnaby.

Print Name (Property Owner/ Owner's Rep.)

Signature

Date