



# ELECTRICAL PERMIT APPLICATION TO INSTALL

Phone: 780-418-6601  
Fax: 780-458-1974

Complete Form - Save to a File - Then E-Mail to: BIS@stalbert.ca

Date: \_\_\_\_\_ 20\_\_\_\_ Business Licence #: \_\_\_\_\_

Location: \_\_\_\_\_ Unit #: \_\_\_\_\_

Property Owner Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Owner / Applicant: \_\_\_\_\_ Phone: \_\_\_\_\_

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

Postal Code: \_\_\_\_\_ \*Email: \_\_\_\_\_ (or Contractor Email below)

**NOTE: Homeowner Applications shall be reviewed by an Inspector prior to issuance.**

Electrical Contractor: \_\_\_\_\_ Phone: \_\_\_\_\_

Address: \_\_\_\_\_ City: \_\_\_\_\_ Fax: \_\_\_\_\_

Postal Code: \_\_\_\_\_ \*Email: \_\_\_\_\_

\* Mandatory Field

Master Electrician: \_\_\_\_\_ Master Number: \_\_\_\_\_

**NOTE: Applications for Electrical Permit without a Master Electrician and Master Number shall be reviewed by the Inspector prior to issuance**

## GENERAL INFORMATION

- New  Renovations/ Additions  Annual Inspection / Investigation  Temp. Service  Service Change
- Residential  Commercial  Industrial  Institutional  Basement Suite
- For Residential Only:**  Basement Development  Addition  Garage  Alteration  Other
- Installation Cost (Commercial) \$ \_\_\_\_\_ Square Footage (Residential) \_\_\_\_\_

## SERVICE CONNECTION PERMIT DESCRIPTION

New Electrical Service Connection?  YES  NO Rating: Voltage \_\_\_\_\_ Amperes \_\_\_\_\_ Phase \_\_\_\_\_

Supply Service required will be:  Overhead  Underground  None

Solar, Wind and Alternative Energy System Wiring and Connection to Existing Electrical Service

Brief Description of Installation: \_\_\_\_\_

## WIRING PERMIT DESCRIPTION

Method of Wiring:  NMD Cable  Conduit  Armoured Cable

Brief Description of Installation: \_\_\_\_\_

## FEES DUE: (FOR OFFICE USE ONLY)

Service Fees \$ \_\_\_\_\_

Wiring Fees \$ \_\_\_\_\_

Safety Code Fees \$ \_\_\_\_\_

TOTAL FEES \$ \_\_\_\_\_

TOTAL # OF ELECTRICAL PERMITS: \_\_\_\_\_

## METHOD OF PAYMENT:

- Credit Card on File
- Please contact me on the Fee Total prior to charging my credit card
- Cheque Enclosed
- Call for Payment
- Other

## Inspection Requests

Contact Building Inspection Services to request inspections prior to covering the work. Phone: 780-418-6601

24 Hr Inspection Request Line: 780-459-1652 Fax: 780-458-1974

### Collection and use of personal information

Collection and Use of Personal Information is collected under the authority of s. 4(c) of the Protection of Privacy Act. This information will be used for the purpose of processing permit applications. If you have any questions about the collection, use, or disclosure of this information, contact the Director of Planning and Development, St. Albert at 780-459-1642.

## PERMITS MUST BE OBTAINED PRIOR TO COMMENCING WORK

### RESPONSIBILITY OF THE CONTRACTOR

Neither the granting of a permit, nor the approval of plans and specifications, nor inspections by a Safety Codes Officer shall in any way relieve the owner from full responsibility for carrying out the work in strict accordance with the Safety Codes Act.



## CREDIT CARD AUTHORIZATION

To: **Planning & Engineering**  
The City of St. Albert  
5 St. Anne Street  
St. Albert, AB T8N 3Z9

Phone: 780-459-1654  
Email: [development@stalbert.ca](mailto:development@stalbert.ca)

Effective January 1, 2026, the Planning and Engineering Department will begin applying a non-refundable credit card processing fee to all payments made by credit card. To avoid this fee, payment may be made by debit card, cash, or cheque.

**Authorization:** By signing this form, I authorize the City of St. Albert, Planning and Engineering Department, to charge the provided credit card for the cost of application/permit fees and the credit card processing fee.

Payment Method:  VISA  M/C  OTHER \_\_\_\_\_

Name of Cardholder (as shown on card): \_\_\_\_\_

Card Number: \_\_\_\_\_

Expiration Date (mm/yy): \_\_\_\_\_

Security Number (CVV): \_\_\_\_\_

Signature of Cardholder: \_\_\_\_\_ Date: \_\_\_\_\_

***Collection and use of personal information***

Personal information provided in submissions relating to Planning and Engineering applications is collected under the authority of Section 4(c) of the Protection of Privacy Act, SA 2024, c P-28.5, as amended, for the purpose of processing payment for the applications. Information collected will be treated in accordance with Part 1 of the Protection of Privacy Act. If you have questions regarding the collection and use of your personal information, please contact the Director of Planning and Development, St. Albert at 780-459-1642 or the City's Access and Privacy Coordinator at [atia@stalbert.ca](mailto:atia@stalbert.ca) or 780-418-6663.