

Minnesota Department of Labor and Industry  
 Construction Codes and Licensing Division  
 Electrical Unit  
 443 Lafayette Road North St. Paul, MN 55155  
 Phone: (651) 284-5026  
[www.dli.mn.gov](http://www.dli.mn.gov)

| For Office Use Only |               |                              |
|---------------------|---------------|------------------------------|
| Amount of Check:    | Check Number: | Permit Number:<br><b>ELE</b> |

## REQUEST FOR ELECTRICAL PERMIT CONTRACTOR Technology Systems

| <b>Fields marked with an asterisk * are required. Incomplete, inaccurate, illegible forms may be returned to the submitter.</b> |   |                             | * TODAY'S DATE                   |                 |
|---|---|-----------------------------|----------------------------------|-----------------|
| PROJECT INFORMATION   |   |                             |                                  |                 |
| *Project Location (Number and name of street)   |   |                             | *Project County                  |                 |
| *Project City <b>OR</b> Township (Enter City if within city limits – Enter Township if outside city limits – DO NOT ENTER BOTH) |   |                             | *Project Zip                     |                 |
| *Project Description (Scope of work, and/or other vital information)  |   |                             |                                  |                 |
| Job Reference:  | Rough-in Required<br>Yes                  No        | Special Access Instructions |                                  |                 |
| Directions to project site  |   |                             |                                  |                 |
| Technology (choose all that apply)  |   |                             |                                  |                 |
| Alarm   | Audio   | Video                       | Communication                    |                 |
| Class 2 CKTs/Line-Voltage Cabinets  | Class 2 Electric Signs                              | Class 2 LED Lighting        | Class 2 Lighting Control Systems |                 |
| Class 2 Remote Control (HVAC)   | Detention Facility Security Systems                 |                             | Indoor LV Lighting Systems       |                 |
| Low Voltage Heating Systems   | Power-Limited Fire Alarm Systems                    |                             |                                  |                 |
| * Owner Name  | * Owner Phone                                       | Owner Cell                  | Owner E-mail                     |                 |
| *Owner Address  |   | *Owner City                 | *Owner State                     | *Owner Zip      |
| *Contractor Name  |   | *Contractor License Number  | *Contractor Contact Person       |                 |
| *Contractor Address   |   | *Contractor City            | *Contractor State                | *Contractor Zip |
| *Contractor Phone   | *Contractor Email                                   |                             | Electrical Utility Company       |                 |
| *Site Contact Name  | Site Contact Company (if different than Contractor) |                             | *Site Contact Phone              |                 |
| Alternate Contact Company   | Alternate Contact Name                              | Alternate Phone             | Alternate Contact Email          |                 |

**See Page 2 for Inspection Fee Worksheet**

## Contractor Inspection Fee Worksheet for Technology Systems

The minimum fee for each separate inspection is \$35. The fees below represent our best estimate of the minimum fees required based on the information you provide, and the most common fees charged. These calculated fees may not accurately represent all the required inspection fees. Any fee discrepancies will be reviewed by the inspector and you will be billed for the difference. Fees are determined by [Minnesota Statute 326B.37](#).

| Line # | Item Description             | Quantity | Fee                  | Total |
|--------|------------------------------|----------|----------------------|-------|
| 1      | Number of inspection trip(s) |          | \$35/inspection trip |       |

The inspection fees are determined by the number of inspections indicated above **OR** by lines 2 whichever is greater.

| Miscellaneous Inspection Fees |  |  |                         |        |
|-------------------------------|--|--|-------------------------|--------|
| 2                             | Technology circuits & circuits less than 50 volts  |  | 75¢/device or apparatus |        |
| Minimum Fee Required          |  |  |                         |        |
| 3                             | Please enter the largest amount from line 1 OR 2 above.  |  |                         |        |
| 4                             | Required permit surcharge  |  |                         | \$1.00 |
| 5                             | <b>GRAND TOTAL is the fee calculated by adding lines 3 and 4 above.<br/>Enter Inspection Fee GRAND TOTAL amount.</b> |  |                         |        |

All electrical permits require a Final inspection - At least one inspection is required for all electrical permits at \$35. **If a Rough-in inspection is required (before any work can be covered), two inspections will be required at \$35 each for a minimum inspection fee of \$70. If more inspections are required, they will be charged at an additional \$35 per inspection.**

**Mail form and check (GRAND TOTAL) to:  
MN Dept of Labor and Industry, P.O. Box 64218, St. Paul, MN 55164-4218**

**A service charge of \$30 will be added for all dishonored checks.**