

# ELECTRICAL TRADES APPLICATION

All Electrical Trades Applications are to be returned to the Public Works Department located at 623 E Seventh, Carthage MO 64836. If you have any questions, please call the Public Works Department at (417) 237-7010.



Only one applicant per application.

DATE:	FEE:
_____ ELECTRICAL CONTRACTOR	NEW FEE: \$150.00
	RENEWAL FEE: \$100.00
_____ JOURNEYMAN'S CERTIFICATE	NEW FEE: \$10.00
	RENEWAL FEE: \$10.00
_____ MASTER'S CERTIFICATE	NEW FEE: \$10.00
	RENEWAL FEE: \$10.00

'NEW' is defined as not licensed for the previous calendar year.

It will be at the discretion of the Public Works Department if further credentials are required for any previously licensed Electrical Contractor, Journeyman or Master Card holder.

**APPLICANT:** \_\_\_\_\_ TELEPHONE: \_\_\_\_\_  
 ADDRESS: \_\_\_\_\_ CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_  
 EMAIL: \_\_\_\_\_

**BUSINESS NAME:** \_\_\_\_\_ TELEPHONE: \_\_\_\_\_  
 ADDRESS: \_\_\_\_\_ CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_  
 EMAIL: \_\_\_\_\_

**BUSINESS OWNER'S NAME:** \_\_\_\_\_ TELEPHONE: \_\_\_\_\_  
 ADDRESS: \_\_\_\_\_ CITY: \_\_\_\_\_ STATE: \_\_\_\_\_ ZIP: \_\_\_\_\_  
 EMAIL: \_\_\_\_\_

\_\_\_\_\_  
 Applicant's Signature

**NOTE:** An Electrical Contractor's License may only be issued to either an owner who has a current Journeyman's Certificate or to an owner who has under their employ a current Journeyman Certificate card holder. When a Journeyman Electrician leaves or is discharged from the employ of an Electrical Contractor who is required to have a Journeyman in his employ, both the Contractor and the Journeyman shall give immediate notice of such fact to the Electrical Inspector.

A Journeyman Certificate holder shall register place of employment with the Electrical Inspector. When a Journeyman Electrician leaves or is discharged from the employ of an Electrical Contractor who is required to have a Journeyman in his employ, both the Contractor and the Journeyman shall give immediate notice of such fact to the Electrical Inspector.

## OFFICE USE ONLY

### ELECTRICAL CONTRACTOR

\_\_\_\_\_ ISSUED BY CITY OF CARTHAGE (RENEWAL/LICENSED PREVIOUS YEAR)  
 \_\_\_\_\_ ISSUED BY OTHER APPROVED JURISDICTION - (ATTACH COPY OF JOURNEYMAN CERTIFICATE)  
 \_\_\_\_\_ TEST SCORES (BLOCK, EXPERIOR, OR THOMPSON PROMETRIC) - (ATTACH COPY)  
 \_\_\_\_\_ MASTER ELECTRICIAN CERTIFICATE BY OTHER APPROVED JURISDICTION - (ATTACH COPY)  
 \_\_\_\_\_ NON RESIDENT / TEMPORARY - EMPLOYED WORKER WITH VALID JOURNEYMAN'S CERTIFICATE - (ATTACH COPY OF JOURNEYMAN'S CERTIFICATE OR SUBMIT SEPARATE ELECTRICAL TRADES APPLICATION FOR JOURNEYMAN)

### INSURANCE SUBMITTALS

\_\_\_\_\_ CERTIFICATE OF GENERAL LIABILITY  
 \_\_\_\_\_ CERTIFICATE OF WORKER'S COMPENSATION  
 \_\_\_\_\_ AFFIDAVIT

### JOURNEYMAN'S CERTIFICATE

### UNDER THE EMPLOY OF:

\_\_\_\_\_ ISSUED BY CITY OF CARTHAGE (RENEWAL/LICENSED PREVIOUS YEAR)  
 \_\_\_\_\_ ISSUED BY OTHER APPROVED JURISDICTION - (ATTACH COPY OF JOURNEYMAN CERTIFICATE)  
 \_\_\_\_\_ TEST SCORES (BLOCK, EXPERIOR, OR THOMPSON PROMETRIC) - (ATTACH COPY)  
 \_\_\_\_\_ NON RESIDENT / TEMPORARY - EMPLOYED WORKER WITH VALID JOURNEYMAN'S CERTIFICATE - (ATTACH COPY)

### MASTER'S CERTIFICATE

\_\_\_\_\_ ISSUED BY CITY OF CARTHAGE (RENEWAL/LICENSED PREVIOUS YEAR)  
 \_\_\_\_\_ ISSUED BY OTHER APPROVED JURISDICTION - (RENEWAL/LICENSED PREVIOUS YEAR)  
 \_\_\_\_\_ TEST SCORES (BLOCK, EXPERIOR, OR THOMPSON PROMETRIC) - (ATTACH COPY)  
 \_\_\_\_\_ NON RESIDENT / TEMPORARY - EMPLOYED WORKER WITH VALID MASTER'S CERTIFICATE - (ATTACH COPY)

OFFICE USE ONLY: \_\_\_\_\_ REVIEWED BY: \_\_\_\_\_ FEE: \_\_\_\_\_ DATE: \_\_\_\_\_