

MASTER ELECTRICIAN LICENSE RENEWAL

ALL ELECTRICAL CONTRACTORS who work within the Town of Tonawanda must have an Electrical Contractor License issued by the Town of Tonawanda Building Department. This License must be renewed yearly. (License valid January 1st – December 31st)

If are not currently licensed in the Town Of Tonawanda, you must complete an examination procedure to obtain a license. Please contact our office for examination requirements.

Please remit to the Building Department (address above), a completed application along with the **non-refundable application fee** application fee of One Hundred Dollars (\$100), **check or money order only**, payable to the **Town of Tonawanda**. Along with the fee and application, you will need to provided satisfactory evidence of insurance as follows:

- 1) **Certificate of Insurance** ('Acord' form) covering General Liability with limits of at least \$1,000,000.00 (One Million Dollars). **The Town of Tonawanda must be named as a Certificate Holder and Additional Insured.**

- 2) The required **Workers' Compensation** form:
 - a. **U-26.3** – Workers' Compensation provided by the State Insurance Fund.
-OR-
 - b. **C-105.2** – Compensation provided by your private agency.
-OR-
 - c. **SI-12** – Workers' Compensation provided by the Self-Insurance Office.
-OR-
 - d. **CE-200**– **“Waiver”** Exemption from Workers' Compensation and/or Disability Benefits

Please note that a new CE-200 must be submitted for each new permit application.

- 3) The required **Disability** form:
 - a. **DB-120.1** – Disability provided by your private agency.
-OR-
 - b. **CE-200**- **“Waiver”** ” Exemption from Workers' Compensation and/or Disability Benefits

Please note that a new CE-200 must be submitted for each new permit application.

If you have any questions regarding these forms please call the Workers' Compensation Board at (866) 211-0645 or your insurance carrier.

All insurance forms are due at time of application; incomplete applications will be returned to you. If you have any questions regarding this notice please contact Sue, at 877-8801.

Very Truly Yours,

Alan R. MacKenzie
Sr. Electrical Inspector