

BOARD OF COUNTY COMMISSIONERS

1840 25th Street, Vero Beach, Florida 32960



ELECTRICAL SERVICE CHANGE PROCEDURE FOR ELECTRICAL CONTRACTORS

In an effort to enable licensed Electrical Contractors to perform electrical service changes more efficiently the Building Department has instituted the following procedure.

1. Come to the building department to pull a permit.
2. License holder signs a notarized affidavit (attachment 1) and schedules an inspection for the day after the completion of the service change.
3. Upon receipt of the affidavit the Building Dept. will then notify the appropriate utility that service may be restored when notified by the Electrical Contractor.
4. Electrical Contractor performs the permitted work and calls the utility for reconnection of the service.
- 5. Electrical Contractor ensures that the structure is accessible for inspection.**
6. Electrical Contractor corrects any deficiencies found at inspection.
7. Electrical Contractor calls for re-inspection.

This procedure is a ***privilege*** being granted to **licensed Electrical Contractors only** and may be revoked by the Authority Having Jurisdiction at anytime for just cause.

By signing the enclosed affidavit the Electrical Contractor is taking full responsibility for the work performed.

IF ANY UNSAFE OR POTENTIALLY LIFE THREATENING DEFICIENCIES ARE FOUND AT INSPECTION THE INSPECTOR WILL NOTIFY THE UTILITY FOR IMMEDIATE DISCONNECTION AND YOUR PRIVILEGES UNDER THIS PROCEDURE WILL BE REVOKED!