

ELECTRICAL INSPECTION BULLETIN

B-B1-002

Issuing of Wiring Permits



(Effective 11/01/2008)

For the convenience of Electrical Contractors, NSPI is now offering a phone-in service for obtaining Wiring Permits.

The phone-in service will be available between the hours of 7:00 a.m. and 6:00 p.m. Monday through Friday with the exceptions of holidays and weekends.

Electrical contractors who are approved for Monthly Billing of Wiring Permit Fees may obtain a Wiring Permit simply by phoning the toll-free number 1-800-464-1520 from any location in the province.

A Customer Service Representative will take your permit information, process the permit and give you a permit number over the phone.

A hard copy of the Wiring Permit will be forwarded to your billing address. The installation of the electrical system and the scheduling of inspections may take place as soon as the permit number has been issued.

It will not be necessary to complete and forward an Application for Wiring Permit and Inspection Form when using the phone-in procedure.

An NSPI Customer Service Representative will ask you a series of questions to assist in identifying you and your account and input the permit information into our computer system. Please have your Electrician's Certificate Number ready.

Please ensure that you provide as much service detail and site location information as possible.

A project Lot Number, Civic Number, or precise site location direction is **mandatory**.

Incomplete or inaccurate information will result in lengthy and costly delays.

This phone-in service may also be used for Scheduling Inspection. Your Wiring Permit Number must be given to our Customer Service Representative when requesting an inspection.

Those electricians/companies not already taking advantage of the phone-in, mail or fax application procedures and not approved for monthly billing should complete the application for Monthly Billing form and return it to the local NSPI Wiring Permit Processing Centre (see directory included in NS Power Bulletin B-B1-001), or mail or fax it to the address shown on the application for Monthly Billing form.

As of March 1, 1999 electricians/companies will no longer be able to obtain Wiring Permits in person at the N.S. Power offices located in Lakeside or Sackville.

Please remember when applying for Wiring Permits by mail or by fax, that an Application for Wiring Permit and Inspection form must be completed and addressed to the local NSPI Wiring Permit Processing Centre; (see directory included in NS Power Bulletin B-B1-001).