

PAYMENT:

CHECK # \_\_\_\_\_

CARD ☐

CASH ☐

\*WE DO NOT ACCEPT  
AMERICAN EXPRESS  
\*EXACT PAYMENT  
MAY BE REQUIRED IF  
WE ARE UNABLE TO  
MAKE CHANGE FOR  
CASH PAYMENTS

## APPLICATION FOR ELECTRICAL PERMIT

**\*IF APPLYING FOR A DUPLEX OR MULTI-UNIT BUILDING,  
PLEASE COMPLETE SEPARATE APPS FOR EACH UNIT\***

PERMIT #: BD _____	DATE: _____
PROPERTY ADDRESS: _____	
OWNER NAME: _____	PHONE: _____
MAILING ADDRESS: _____	

PLEASE COMPLETE THE CHART BELOW, NOTING THE QUANTITY OF EACH ITEM ON THE LEFT,  
AND CALCULATING THE FEES ON THE RIGHT. FIND OUR FEE SCHEDULE AT THE LINK BELOW:

<https://southbendin.gov/wp-content/uploads/2026/01/FeeSchedule-2026-1.pdf>

Qty.	Description	Amount	Fees Owed
	Temporary Services (All Amperages)		
	Switchboards & Panel Boards (Sub Panels)(new & Replaced)		
	60 amp. _____		
	100 amp. _____		
	200 amp. _____		
	400 amp. _____		
	600 amp. _____		
	Over 600 amp. Up to 2,000 amp. _____		
	Over 2,000 amp. _____		
	Circuits, each (new and replaced)		
	Horsepower (machinery) Total hp _____		
	Back-up Generator: 10 Kv or less _____ Over 10 Kv _____		
	Pool wiring and/or bonding		
	Repair, extension, and/or maintenance of wiring		
	Reset, Relocation, and Reconnection		
	Other: _____		
<b>MINIMUM PERMIT FEE: \$60.00</b>		<b>Total:</b>	

\*See Fee Schedule for breakdown of fees

AEP Work Order Number: \_\_\_\_\_

**\*IF SERVICE PROVIDER WILL BE INVOLVED TO CONNECT ELECTRICAL SERVICE, AN  
ADDITIONAL \$60.00 RECONNECT FEE WILL BE CHARGED**

It is hereby certified that the work herein called for is in accordance with the provisions of the Electrical  
Codes of St. Joseph County and the City of South Bend, Indiana.

Electrical Contractor: \_\_\_\_\_  
(Please list Company Name, how licensed within our jurisdiction)

Phone Number: \_\_\_\_\_

Email Address: \_\_\_\_\_

\*See Fee Schedule for permit fees