



**Forsyth County Department of Building and Licensing**  
110 E. Main Street, Suite 100 | Cumming, Georgia 30040 | (770) 781-2114 | forsythco.com

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# **COMMERCIAL/ RESIDENTIAL ELECTRICAL ONLY**

## **PERMIT PACKET**

# CHECKLIST

**Note:** Permit applications may be submitted electronically through the Customer Service Portal or in person at our office. You can submit the permit application and upload required documents to the CSS portal at: [https://css.forsythco.com/Energov\\_Prod/selfservice/](https://css.forsythco.com/Energov_Prod/selfservice/)

Please complete the entire application package including:

- **Permit Details Form**
- **Required Contractor Documents:** Forms/Affidavits must be signed and Notarized (where required). Do not provide copies of Driver's License.
  - **Sub-Contractor Affidavits:** Electrical Sub-Contractor Affidavit. Include copies of current State and Business licenses. Do not provide copies of Driver's License.
  - **Fixture List**
- **Owner/Contractor Exemption:** Required document if owner will be obtaining the permit as the Owner/Contractor.
  - **Self-Work Affidavit:** Required to be Notarized. Select trades to be covered by Owner/Contractor. Submit Sub-Contractor Affidavits for any trades not covered by Owner/Contractor.
- **Fees:** See fixture list for fee information.

## GENERAL INFORMATION

- Commercial Application always requires Licensed Electrician to secure permit.
- Residential Rental properties require a Licensed Electrician to secure a permit, if not obtained by an individual owner.
- Power connection for meters that have been retired by Power Company will require a permit. This permit will be for inspection of service. Our inspector will need to have access to the panel at the time of inspection. This would require someone to be on-site for the inspection.
- **Solar Panels:** An engineer letter is required when installing solar panels on the roof of an existing structure. Sawnee EMC Interconnection Form is required for solar panels when the customer is served by Sawnee EMC.

**In accordance with R314.2.2 and R315.2.2 of the 2018 IRC, smoke alarms and carbon monoxide alarms shall be required and will be inspected/tested in accordance with sections R314 and R315.**

**\*\*All site plans and permit cards are to remain onsite until a Certificate of Occupancy/Completion has been obtained \*\***

# PERMIT DETAILS FORM

## PROPERTY ADDRESS INFORMATION

Site Address: \_\_\_\_\_ City/State/Zip: \_\_\_\_\_

Subdivision Name (if applicable): \_\_\_\_\_ Lot# \_\_\_\_\_

## CONTRACTOR INFORMATION (if applicable)

Business Name \_\_\_\_\_ Georgia State License#: \_\_\_\_\_

Email: \_\_\_\_\_ Phone #: \_\_\_\_\_

## PROPERTY OWNER INFORMATION

Last Name: \_\_\_\_\_ First: \_\_\_\_\_ Phone #: \_\_\_\_\_

Address: \_\_\_\_\_ City/State/Zip: \_\_\_\_\_

Email: \_\_\_\_\_ Phone #: \_\_\_\_\_

## PROJECT INFORMATION

Commercial: \_\_\_\_\_ Residential: \_\_\_\_\_ Utility Company: Sawnee EMC \_\_\_\_\_ Georgia Power \_\_\_\_\_

Service Change \_\_\_\_\_ Repair \_\_\_\_\_ Reconnect Retired Service \_\_\_\_\_ Other \_\_\_\_\_

Description of work: \_\_\_\_\_

Roof Solar Panel \_\_\_\_\_ (Engineer Letter is required stating the roof will support the Solar Panels)

Is this work intended for or will it include the installation of any of the following on the exterior of the building or site: vending or ice machines(s), lock boxes, fuel dispensing units, dispensing equipment, electrical charging station(s), or other similar equipment? Yes \_\_\_ or No \_\_\_ or Residential \_\_\_

If yes, please provide a color photo or plan of the equipment that is proposed. The purpose of this is to confirm compliance with color requirements of the Unified Development Code. Should you have any questions, please contact the Planning and Community Development Department at 770-781-2115.

## AUTHORIZED SIGNATURES

The undersigned states that the above information is true and correct, understands that the permit issued is only for the construction as stated and that occupancy is not permissible until all inspections and code requirements are met.

Applicant's Name: \_\_\_\_\_

Applicant's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Property Owner's Name: \_\_\_\_\_

Property Owner's Signature: \_\_\_\_\_ Date: \_\_\_\_\_

# ELECTRICAL SUB-CONTRACTOR AFFIDAVIT

Site Address: \_\_\_\_\_

This is to certify that I am responsible for the **Electrical** installation and compliance with all applicable codes. I understand that Forsyth County requires Temporary Power Connection to Service Utilities before final inspection. I relieve Forsyth County and its Inspectors from any liability for damages or loss of property or improper installation.

\_\_\_\_\_  
Company Name

\_\_\_\_\_  
State License #

\_\_\_\_\_  
Licensed Electrical Contractor Signature

\_\_\_\_\_  
Notary Public Signature and Stamp

\_\_\_\_\_  
Date

Do you have a restricted license? Yes  No

if yes, Is the scope of this work within the license restriction (Residential, Single Phase, maximum 400amps)?

Yes  No

\_\_\_\_\_  
Licensed Electrical Contractor Signature

\_\_\_\_\_  
Date

# COMMERCIAL/ RESIDENTIAL ELECTRICAL FIXTURE LIST

Business Name Electrical Contractor: \_\_\_\_\_  
(Attach copy of State Contractors License and Business License)

Georgia State License#: \_\_\_\_\_

Site Address: \_\_\_\_\_

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Quantity	Code	Fee	Size	Addl.	Description
	EA0	\$2.00			Appliance less than 1 KW
	EA1	\$3.25			Appliance 1 to 3.5 KW
	EA2	\$6.25			Appliance 4 to 9.5 KW
	EA3	\$12.50			Appliance 10 to 24.5 KW
	EA4	\$12.50		+\$0.25KW	Appliance 25 KW and above
	EAC	\$5.00			Air Conditioner
	EAF	\$2.00			Attic Fan / Ceiling Fan
	ECD	\$5.00			Clothes Dryer
	ECO	\$0.50			120 Volt Outlet, Switch, Receptacle- <b>Commercial</b>
	ECOL	\$0.50			120 Volt Light Outlet- <b>Commercial</b>
	ED	\$2.00			Dishwasher
	EDP	\$2.00			Disposal
	EEF	\$2.00			Bath Fan / Attic Ventilator, Exhaust Fan
	EER	\$5.00			Range
	EF	\$5.00			Furnace Gas
	EF0	\$2.00			Electric Furnace less than 1 KW
	EF1	\$3.25			Electric Furnace 1 to 3.5 KW
	EF2	\$6.25			Electric Furnace 4 to 9.5 KW
	EF3	\$12.50			Electric Furnace 10 to 24.5 KW
	EF4	\$12.50		+\$0.25KW	Electric Furnace 25 KW and above
	EFF	\$0.50			Fluorescent Fixture / Electrical Discharge
	EFL1	\$0.50			Floodlight – Less than 300 Watts
	EFL2	\$0.75			Floodlight – 301 Watts and above
	EGP	\$6.25			Gasoline Pump
	EH0	\$2.00			Electric Heater less than 1 KW
	EH1	\$3.25			Electric Heater 1 to 3.5 KW
	EH2	\$6.25			Electric Heater 4 to 9.5 KW
	EH3	\$12.50			Electric Heater 10 to 24.5 KW
	EH4	\$12.50		+\$0.25KW	Electric Heater 25 KW and above
	EHP	\$5.00			Heat Pump

	EMO	\$3.25			Electrical Motor – Less than 1 HP
	EM1	\$5.00			Electrical Motor 1-5 HP
	EM2	\$7.50			Electrical Motor 5.5 – 10 HP
	EM3	\$10.00			Electrical Motor 10.5 – 20 HP
	EM4	\$15.00			Electrical Motor 20.5 – 50 HP
	EM5	\$17.50		+\$0.25HP	Electrical Motor 50.5 HP and above
	EO	\$5.00			Electric Oven
	ERO	\$0.25			120 Volt Outlet, Switch, Receptacle - <b>Residential</b>
	EROL	\$0.25			120 Volt Light Outlet - <b>Residential</b>
	ES0	\$5.00			Electrical Service less than 100
	ES1	\$7.50			Electrical Service 100 to 199 amp
	ES2	\$10.00			Electrical Service 200 to 299 amp
	ES3	\$12.50			Electrical Service 300 to 399 amp
	ES4	\$15.00			Electrical Service 400 to 499 amp
	ES5	\$17.50		+\$0.05amp	Electrical Service 500 amp and above
	ESD	\$0.50			Smoke Detector / Carbon Monoxide
	ESP	\$31.25			Swimming Pool
	ESP0	\$5.00			Subpanel less than 100 amp
	ESP1	\$7.50			Subpanel 100 to 199 amp
	ESP2	\$10.00			Subpanel 200 to 299 amp
	ESP3	\$12.50			Subpanel 300 to 399 amp
	ESP4	\$15.00			Subpanel 400 to 499 amp
	ESP5	\$17.50		+\$0.05 amp	Subpanel 500 amp and above
	EVHR	\$2.00			Vent Hood - <b>Residential</b>
	EWH	\$5.00			Water Heater
	ETO	\$2.00			Transformer less than 1 KW
	ET1	\$3.25			Transformer/Generator 1 to 3.5 KW
	ET2	\$6.25			Transformer/Generator 4 to 9.5 KW
	ET3	\$12.50			Transformer/Generator 10 to 24.5 KW
	ET4	\$12.50		+\$0.25 KW	Transformer/Generator 25 KW and above
	EVHC	\$31.25			Vent Hood - <b>Commercial</b>
	E_MISC	\$5.00			Electric Misc
	TOTAL:				

\*\*\* Minimum for Commercial \$50.00 \*\*\*

\*\*\*Minimum for Residential \$37.50\*\*\*\*