

REGISTRATION INSTRUCTIONS

- Complete all necessary information on form.
- Include a copy of your 2015-2016 State of Nebraska Electrical License.
- Enclose the appropriate fee.
- Sign the form and return to City of Omaha.
- Signed bond in the amount of \$12,500 if applicable.

Your registration card will be sent to you by return mail.

NOTICE

Sec. 44-53. Registration required.

Any person performing electrical work within the jurisdictional limits of the city must first be registered with the city permits and inspections division. A copy of his/her current state license must be submitted with each registration. Apprentice electricians must also register with the city and may perform work as provided in [section 44-64](#) of this Code.

Exception: Homeowners performing work in accordance with [section 44-122](#) of this Code.

(Ord. No. 38571, § 2, 11-10-09; Ord. No. 38788, § 2, 8-17-10)

Sec. 44-54. Contractor responsibility.

It shall be the responsibility of every electrical contractor or master electrician to verify that his/her employees, when performing electrical work within the jurisdictional limits of the city, are first registered with the city permits and inspections division. Any electrical contractor or master electrician who allows unregistered employees to work within the jurisdictional limits of the city shall be subject to possible suspension or revocation of his/her registration in accordance with section 44-60 of this Code.

(Ord. No. 38571, § 2, 11-10-09; Ord. No. 38788, § 3, 8-17-10)

Sec. 44-55. Application and issuance of certificate of registration.

Applications for registration shall be submitted on a form provided by the city. Registration fees must be submitted with the application. The city shall review all applications and shall issue a certificate of registration upon approval. Registrations for electrical contractors and master electricians must also include a copy of the bond required in [section 44-63](#) of this Code.

(Ord. No. 38571, § 2, 11-10-09)

Sec. 44-56. Duration of certificate of registration.

Any registration issued to a contractor, master electrician, journeyman electrician or residential journeyman under the provisions of this article shall be valid from the date of issuance until the next December 31st of an even-numbered year unless sooner suspended or revoked.

Any registration issued to an apprentice electrician shall be valid from the date of issuance until December 31st of the same year unless sooner suspended or revoked.

(Ord. No. 38571, § 2, 11-10-09)

Sec. 44-57. Fees.

Fees for certificates of registration are not pro-rated. Fees are due and payable by December 31st of the year in which the registration expires. Renewal fees submitted after December 31st but no later than March 31st of the following year shall be double the required fee. Renewal fees submitted after April 1st of the following year shall be quadruple the required fee. The fee for new and renewal certificates of registration shall be as follows:

Electrical contractor or master electrician\$85.00

Journeyman electrician or residential journeyman electrician30.00

Apprentice electrician10.00

(Ord. No. 38571, § 2, 11-10-09)

Sec. 44-58. Delinquency.

If a person fails to renew his/her certificate by December 31st of the even-numbered year, he/she shall not be permitted to perform any electrical work until his/her certificate is renewed.

(Ord. No. 38571, § 2, 11-10-09)

Sec. 44-59. Penalty for not registering.

Any person failing to register under the provisions of this article shall be required to pay quadruple the amount of the regular fee.

(Ord. No. 38571, § 2, 11-10-09)