



# Electrical Sign Permit Application Form

Planning, Property and Development Department  
Unit 31 • 30 Fort Street • Winnipeg Manitoba R3C 4X7

ES

<b>LOCATION OF WORK</b>	Street No.	Street Name	Unit/Suite//Room#/Floor	Date
	Tenant Name			
<b>ELECTRICAL CONTRACTOR INFORMATION</b>	Company Name (print)		Contractor Licence No.	Daytime Phone No.
	Applicant Name (print)		Applicant Signature	
	Email Address			
<b>TYPE OF WORK</b>	<input type="checkbox"/> WIRE NEW SIGN	<input type="checkbox"/> SIGN REPAIR OR RETROFIT	Tenant Name (print)	
<b>NAME OF BUILDER</b>				RELATED SIGN. PERMIT NO.
<b>TYPE &amp; QUANTITY OF ELECTRICAL SIGN(S)</b>	<input type="checkbox"/> SIGN FASCIA	<input type="checkbox"/> LED	<input type="checkbox"/> FLOURESCENT	<input type="checkbox"/> ELECTRONIC MESSAGE CENTRE
	<input type="checkbox"/> FREE STANDING	<input type="checkbox"/> NEON	<input type="checkbox"/> OUTLINE LIGHTING	<input type="checkbox"/> OTHER

SERVICE & METER CONNECTION REQUIRED?

### PANELBOARDS

- 1 ampere TO 200 amperes \_\_\_\_\_
- 201 amperes to 400 amperes \_\_\_\_\_

### MISCELLANEOUS

- Communication cable installation

### TRANSFORMERS

- under 1 kVA \_\_\_\_\_
- 1 kVA to 25 kVA \_\_\_\_\_
- over 25 kVA to 100 kVA \_\_\_\_\_

COMMENTS: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**NOTE:** A sign installation shall not be energized until the sign or outline lighting and power supply connection are inspected **AND** accepted by the electrical inspector.

**\*\*DECLARED VALUE FORM ON BACK\*\***

Please submit this completed form along with the completed Declared Value Form to the Zoning & Permits Branch, Unit 31 - 30 Fort Street or apply online at [winnipeg.ca/permitsonline](http://winnipeg.ca/permitsonline).



## Declaration of Value

The Winnipeg Building By-law 14.2.3 (5) states:

*Every person responsible, architect, professional engineer, contractor or builder, having contracted for or having performed, supervised or inspected any work of construction, alteration or repairs on any land, or the agent of such person, shall give, in writing over his signature when requested by the designated employee all the information in his power with respect to the cost of the work.*

### DECLARATION

I have read the above noted items and to the best of my knowledge, the total monetary worth of the work for which this application is made is the sum of \$.....

**(PLEASE PRINT)**

Name: \_\_\_\_\_

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

Signed: \_\_\_\_\_ Date: \_\_\_\_\_

NOTE: TO BE FORWARDED TO DEPARTMENT AUDITOR

**(Office Use Only)**  
REFERENCE FOLDER:

Please Note: The “declared value” set out above will be provided as information for Statistics Canada. It is a Federal Offence to submit false information to Statistics Canada.

Personal information is collected under the authority of The City of Winnipeg Charter Act, and is used for the administration and enforcement of **The City of Winnipeg Building By-law No. 4555/87**. This information will be disclosed publicly in accordance with the disclosure provisions of the Province of Manitoba - **Freedom of Information and Protection of Privacy Act**. If you have questions about the collection, use, or disclosure of your information, contact the Corporate FIPPA Coordinator: by mail to the City Clerk’s Department, Administration Building, 510 Main Street, Winnipeg, MB, R3B 1B9; by telephone to 311; or by email to [FIPPA@winnipeg.ca](mailto:FIPPA@winnipeg.ca).