



STATE OF IDAHO DIVISION OF OCCUPATIONAL &  
PROFESSIONAL LICENSES

PO BOX 83720  
Boise, ID 83720-0063  
Ph: 208-334-3950  
Website: [dbs.idaho.gov](http://dbs.idaho.gov)  
[customer-service@dopl.idaho.gov](mailto:customer-service@dopl.idaho.gov)

**APPLICATION FOR LIMITED ELECTRICAL CONTRACTOR LICENSE**

**To qualify for the Limited Electrical Contractor exam as an individual an applicant must:**

- Be or employ an Idaho licensed Limited Electrical Installer in the same category as the Limited Electrical Contractor who has held such license for a minimum of two (2) years.
- Be the individual to be licensed.
- Submit a completed application (included).
- Pay the \$15 (non-refundable) application fee.

***OR***

**To qualify for the Limited Electrical Contractor exam as an entity an applicant must:**

- Be a full-time supervisory employee of the corporation, company, etc. serving as the entity's representative for examination purposes.
- Employ an Idaho licensed Limited Electrical Installer in the same category as the Limited Electrical Contractor who has held such license for a minimum of two (2) years, who is available during working hours to supervise all electrical work conducted.
- Submit a completed application (included).
- Pay the \$15 (non-refundable) application fee.

**Upon application approval:**

- Exam information will be sent to the applicant.

**Upon passing the exam an applicant must:**

- Submit proof of \$300,000 Liability Insurance and Worker's Compensation Insurance or statement of exemption for Worker's Compensation (if applicable).
- Pay the \$125 license fee.

**Please Note:** If the applicant does not take the exam within 90 days of approval, he/she must reapply.

This application can emailed to [customer-service@dopl.idaho.gov](mailto:customer-service@dopl.idaho.gov) with the attached credit card authorization.

Questions? Email [tradelicensing@dopl.idaho.gov](mailto:tradelicensing@dopl.idaho.gov)



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APPLICATION FOR LIMITED ELECTRICAL CONTRACTOR LICENSE

Is this application a: New Application \_\_\_ Change Application \_\_\_ Rep \_\_\_ Supervising Installer \_\_\_

\*Required Field

\*Check your form of business:

Individual \_\_\_ Social Security Number: \_\_\_\_\_

\*IF YOU ARE AN INDIVIDUAL YOU MUST PROVIDE A COPY OF LEGAL IDENTIFICATION (Driver's license, Passport, Military ID

Other Legal Entity \_\_\_ Employer Identification Number \_\_\_\_\_
(Provide documentation from the Idaho State Secretary of State)

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

\*Mailing Address: \_\_\_\_\_

\*City: \_\_\_\_\_ \*State: \_\_\_\_\_ \*Zip Code: \_\_\_\_\_

\*Contact Phone Number(s): \_\_\_\_\_

\*E-Mail Address: \_\_\_\_\_

(All future notifications will be done via email.)

\*Check the type of Limited Electrical Contractor license you are applying for:

- \_\_\_ Elevator, Etc. \_\_\_ Limited Energy \_\_\_ Refrig, Htg, & Air Cond
\_\_\_ Sign \_\_\_ Irrigation Sprinkler \_\_\_ Outside Wireman (Lineman)
\_\_\_ Manufacturing/Assembling \_\_\_ Well Driller/Pump Installer \_\_\_ Photovoltaic (Solar) Installer

Note: This application must be signed in both places.

Supervising Limited Installer Information: I certify I am a full-time employee and I am responsible for supervision of electrical installations made, by the above listed company. I have been employed as a licensed limited installer for a period of not less than two (2) years and I am available during working hours to carry out the duties of supervising limited installer.

\*
Supervising Limited Installer (Please Print) Signature Idaho Limited Installer License Number

Note: Verification of either two years of employment as a licensed limited installer or verification of four years of experience in the limited category applied for must be included (See page 3).

Representative Information: I certify I am a full-time supervisory employee of the above listed company. I am not currently designated by any other company to be their representative.

\*
Representative for Exam (Please Print) Signature Social Security Number

THIS SECTION TO BE COMPLETED BY A NOTARY PUBLIC

State of \_\_\_\_\_

The above individual appeared before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_

NOTARY SEAL:

Signature of Notary Public

Commission Expires: \_\_\_\_\_



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LIMITED ELECTRICAL EMPLOYER'S VERIFICATION FORM

(Please submit a separate form for each employer)
SELF-VERIFICATION WILL NOT BE ACCEPTED

Applicant's Legal Name: License # if required:

Employer/Contractor: License # if required:

Address:

City: State: Zip Code:

E-Mail Address: Telephone Number:

Supervising Electrician: License Number:

Dates of Employment:

From: (month/day/year) To: (month/day/year)

Total hours performing electrical work for this employer for the time period noted above:

Detailed Description of the type of work performed:

Are the above dates taken from payroll records: Yes No If No, please explain:

Were all jobs where the applicant worked inspected by a governmental authority: Yes No
(Governmental Authority example: State Electrical Inspector/City Inspector)

If No, please explain:

Was this work done in the State of Idaho? No Yes State
(If the work was performed in multiple States, a separate verification form is needed for each State. Listed license Numbers must reflect the State in which the work was performed.)

Employer's Authorized Signature Date
THIS SECTION TO BE COMPLETED BY A NOTARY PUBLIC
State Of
The above individual appeared before me this day of , 20
NOTARY SEAL: Signature of Notary Public
Commission Expires:



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AUTHORIZED SIGNATURES FOR CONTRACTOR LICENSE

Completion of this form allows the license-holder to designate a maximum of two authorized individuals who will be allowed to conduct transactions (sign permits, schedule/cancel inspections, etc.) under this contractor's license.

Printed Name of 1st Designee Signature

Printed Name of 2nd Designee Signature

I understand that I am responsible for updating the above information in writing to the Division of Occupational & Professional Licenses. As the owner of this license, I am responsible for all fees, purchases or fines that accrue to this license as a result of my actions or those of the individual(s) named above.

Signature of Licensee Date

DBA License Number

Proof of \$300,000 Liability Insurance and Worker's Compensation Insurance must be received by the Division of Occupational & Professional Licenses. If you are exempt from Worker's Compensation Insurance your signature is required on the statement below before your license can be issued.

STATEMENT OF EXEMPTION FOR WORKER'S COMPENSATION

I qualify as an exempt employer for Worker's Compensation Insurance:

Signature: Date:



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The following (IDAPA 07.01.04014) shall be considered electrical limited, the practice of which shall require a limited license:

**Elevator, Dumbwaiter, Escalator or Moving Walk Electrical Licenses:**

Any person qualifying for and having in his possession a current elevator electrical license may install, maintain, repair, and replace equipment, controls, and wiring beyond the disconnect switch in the machine room of the elevator and pertaining directly to the operation and control thereof when located in the elevator shaft and machine room. He shall be employed by a licensed elevator electrical contractor and his installation shall be limited to this category. The holder of such limited license may not countersign a contractor's license application as supervising installer except for work within his limited category. (4-9-79)

**Sign Electrical Licenses:**

Any person qualifying for and having in his possession a current sign electrical license may install, maintain, repair, and replace equipment, controls, and wiring on the secondary side of sign disconnecting means; providing the disconnecting means is located on the sign or within sight therefrom. He shall be employed by a licensed sign electrical contractor whose installations shall be limited to this category. The holder of such specialty license may not countersign a contractor's license application as supervising installer except for work within his limited category. (3-15-02)

**Manufacturing or Assembling Equipment Electrical Licenses:**

- a) A licensed specialty manufacturing or assembling equipment electrician must be employed by a licensed limited manufacturing or assembling equipment contractor in order to work in this category. The holder of a limited license in this category may not countersign a contractor's license application as supervising installer except for work within this limited category. (4-5-00)
- b) Any person licensed pursuant to Paragraph 014.03.a. of these rules may install, maintain, repair, and replace equipment, controls, and accessory wiring, integral to the specific equipment, on the load side of the equipment disconnecting means. Electrical service and feeder are to be installed by others. The licensee may also install circuitry in modules or fabricated enclosures for the purpose of connecting the necessary components which individually bear a label from a nationally recognized testing laboratory when such equipment is designed and manufactured for a specific job installation. All wiring completed shall meet all requirements of Title 54, Chapter 10, Idaho Code, all rules promulgated pursuant thereto, and the most current edition of the National Electrical Code. (7-1-94)
- c) Subsection 014.03 of these rules does not apply to a manufacturing or assembling equipment electrician installing electrical wiring, equipment, and apparatus in modular buildings as that term is defined in Section 39-4105, Idaho Code. Only installer electricians and electrical apprentices, employed by an electrical contractor, may perform such installations. (3-30-07)

**Limited Energy Electrical Licenses:**

- a) Limited energy systems are defined as fire and security alarm systems, class 2 and class 3 signaling circuits, key card operators, nurse call systems, motor and electrical apparatus controls and other limited energy applications covered by the NEC. (7-1-99)
- b) Limited energy systems do not include, and no license of any type is required for, the installation of landscape sprinkler controls or communication circuits, wires and apparatus that include telephone systems, telegraph facilities, outside wiring for fire and security alarm systems which are used for communication purposes, and central station systems of a similar nature, PBX systems, audio-visual and sound systems, public address and intercom systems, data communication systems, radio and television systems, antenna systems and other similar systems. (7-1-99)
- c) Unless exempted by Section 54-1016, Idaho Code, any person who installs, maintains, replaces or repairs electrical wiring and equipment for limited energy systems in facilities other than one (1) or two (2) family dwellings shall be required to have a valid limited energy electrical license and must be employed by a licensed limited energy limited electrical



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contractor or electrical contractor. The holder of a limited license may only countersign a contractor's application as a supervising installer for work within his limited category. (7-1-98)

**Irrigation Sprinkler Electrical Licenses:**

Any person qualifying for and having in his possession, an irrigation system electrical license may install, maintain, repair and replace equipment, controls and wiring beyond the disconnect switch supplying power to the electric irrigation machine. The irrigation machine is considered to include the hardware, motors and controls of the irrigation machine and underground conductors connecting the control centers on the irrigation machine to the load side of the disconnecting device. Disconnect device to be installed by others. All such installations performed by individuals under this subsection shall be done in accordance with the applicable provisions of the National Electrical Code. He shall be employed by a licensed electrical contractor whose license is contingent upon the granting of a limited electrical license to an employee and whose installations shall be limited to this category. The holder of a limited license may not countersign a contractor's license application as supervising limited installer except for work in his limited category. (1-1-92)

**Well Driller and Water Pump Installer Licenses:**

All such installations performed by individuals under this subsection shall be done in accordance with the applicable provisions of the approved National Electrical Code. He shall be employed by a licensed well driller and water pump installer electrical contractor whose installations shall be limited to this category. The holder of such limited license may not countersign a contractor's license application as supervising limited installer except for work in his limited. Any person currently licensed in this category may perform the following types of installations: (1-14-87)

- a) Single or three (3) phase water pumps: install, maintain, repair and replace all electrical equipment, wires, and accessories from the pump motor up to the load side, including fuses, of the disconnecting device. Disconnecting device to be installed by others. (4-6-05)
- b) Domestic water pumps, one hundred twenty/two hundred forty (120/240) volt, single phase, sixty (60) amps or less: Install, maintain, repair and replace all electrical equipment, wires, and accessories from the pump motor up to and including the disconnecting device. (7-1-98)
- c) Temporarily connect into a power source to test the installations, provided that all test wiring is removed before the installer leaves the site. (1-14-87)
- d) Individual residential wastewater pumping units. Install, maintain, repair and replace all electrical equipment, wires, and accessories from the pump motor up to and including the disconnecting device for systems that serve one-family, two-family, or three-family residential installations. (4-11-06)

**Refrigeration, Heating and Air Conditioning Electrical Licenses:**

All such installation, maintenance, and repair performed by individuals under this subsection shall be done in accordance with applicable provisions of the National Electrical Code. He shall be employed by a licensed electrical contractor whose license shall be covered by this category. The holder of such limited license may not countersign a contractor's license application as a supervising limited installer except for work in his limited. Any person currently licensed in this category may perform the following types of installations, which installations shall be limited to factory-assembled, packaged units: (9-17-85)

- a) Heating Units (single phase): install, repair, and maintain all electrical equipment, wires, and accessories from the unit up to the load side, including fuses, of the disconnecting device. Disconnecting device to be installed by others. (9-17-85)
- b) Refrigeration, Air-Conditioning Equipment and Heat Pumps (single phase): install, repair, and maintain all electrical equipment, wires, and accessories from the unit up to the load side, including fuses, of the disconnecting device. Disconnecting device to be installed by others. (9-17-85)
- c) Refrigeration, Air-Conditioning and Heating Systems (three (3) phase): install, maintain, and repair all electrical equipment and accessories up to the load side, including fuses, of the disconnecting device. Disconnecting device to be installed by others. (9-17-85)



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**Outside Wireman (Lineman) Electrical License:**

All such installation, maintenance, and repair not exempt under the provisions of Section 54-1016, Idaho Code, performed by individuals under this subsection shall be done in accordance with the applicable provisions of the National Electrical Code. The licensee shall be employed by a licensed electrical contractor whose license shall be covered by this category. The holder of such limited license may not countersign a contractor's license application as a supervising limited installer except for work in his limited. Applicants for this license class shall provide documentation of having completed an electrical lineman apprenticeship program or similar program approved by the U.S. Department of Labor, Office of Apprenticeship. Any person currently licensed in this category may perform the following types of installations: (4-7-11)

- a) Overhead distribution and transmission lines in excess of six hundred (600) volts. (4-7-11)
- b) Underground distribution and transmission lines in excess of six hundred (600) volts. (4-7-11)
- c) Substation and switchyard construction in excess of six hundred (600) volts. (4-7-11)

**Photovoltaic (Solar) Installer License:**

All such installation, maintenance, and repair not exempt under the provisions of Section 54-1016, Idaho Code, performed by individuals under this Subsection shall be done in accordance with the applicable provisions of the National Electrical Code. The license holder shall be employed by a licensed electrical contractor whose license shall be covered by this category. The holder of such limited license may not countersign a contractor's application as a supervising limited installer except for work in his limited. Applicants for this license class shall provide proof of photovoltaic installer certification by the North American Board of Certified Energy Practitioners (NABCEP) or equivalent. Any person licensed in this category may perform the following types of installations: (3-29-12)

- a) Solar Photovoltaic DC Systems: Install, maintain, repair, and replace all electrical equipment, wires, and accessories up to and including the inverter. (3-29-12)
- b) Solar Photovoltaic micro-inverter/AC Systems: Install, maintain, repair, and replace all electrical equipment, wires, and accessories up to and including the AC combiner box. (3-29-12)



### CREDIT CARD AUTHORIZATION FORM

Idaho Division of Occupational & Professional Licenses  
11341 W Chinden Blvd, Bldg #4  
Boise, ID 83714  
Phone: 208-334-3950  
Email: [customer-service@dopl.idaho.gov](mailto:customer-service@dopl.idaho.gov)

I \_\_\_\_\_, authorize **The State of Idaho Division of Occupational & Professional Licenses** to charge my credit/debit card account in the amount of \$ \_\_\_\_\_.

*\*Please note there is an additional 3% charge for the use of your card through Access Idaho.*

**This payment is for:**

- License Application Fee \_\_\_\_\_  New Permit Fee \_\_\_\_\_
- License Renewal Fee \_\_\_\_\_  Fee Due on Existing Permit \_\_\_\_\_
- New License Fee \_\_\_\_\_  Other \_\_\_\_\_

\_\_\_\_\_  
**Cardholder Signature**

\_\_\_\_\_  
**Date**

\_\_\_\_\_  
**Contact Phone Number**

\_\_\_\_\_  
**Email Address for Receipt (optional)**

**All Fields Below Are Required**

Credit/Debit Card Number \_\_\_\_\_

Expiration Date: \_\_\_\_\_ / \_\_\_\_\_ CVC # \_\_\_\_\_

Billing Address Zip Code \_\_\_\_\_

*\*Your card information will not be retained for future transactions*