

UPPER MACUNGIE TOWNSHIP

8330 SCHANTZ ROAD
BREINIGSVILLE, PA 18031



(610) 395-4892

FAX (610) 395-9355

To: All Electricians/Plumbers

Re: Township Licensing

Upper Macungie Township requires all electricians and plumbers to have a license to engage in work in the Township. The fee due is \$ 60.00 and the license expires on **December 31st of the license year.**

Please complete the application and return to the above address with legible copies of the following:

1. Photo Identification (such as a driver's license)
 2. Current Electrical or Plumbing license from another jurisdiction
 3. Check or money order for \$60.00 payable to Upper Macungie Township
 4. Certificate of Insurance showing Liability and Workers' Compensation coverage Listing Upper Macungie Township as certificate holder or Certificate of insurance and a notarized Workers' Compensation coverage exemption form for the license file only.
- **Certificates of Insurance and exemption forms must be included with each application for permit.**

If you have been licensed in Upper Macungie Township within the past two years and we have current information on file for your company, License renewals can be completed by sending the fee only of \$ 60.00 with a memo for license renewal.

Upper Macungie Township is enforcing the 2009 Pennsylvania Uniform Construction Code.

Thank you,

Sharon Stamm
Permit Coordinator
sharons@uppermac.org
610-395-4892 Ext. 35



UPPER MACUNGIE TOWNSHIP
LICENSE APPLICATION

Phone: 610-395-4892

Fax: 610-395-9355

Uppermac@uppermac.org E-mail

Date: _____

Please write or print legibly!

Fee \$60.00

I hereby apply for a License to work in Upper Macungie Township for one year from date of license issue.

Circle One Electrical Plumbing

Contractor Name _____

Company Name _____

Company Address _____

STREET ADDRESS

CITY

STATE

ZIP CODE + 4

Company Phone _____ Company Fax _____

E-mail for contact person _____

Contractor Signature _____

Cell Phone Number _____

Please have the following documents with you when you apply in person or fax legible copies to (610) 395-9355:

- Valid drivers license or photo ID
- A Current Electrical or Plumber's License
- Certificate of Insurance showing Workers' Compensation Coverage and Liability
OR
- Liability Coverage and Workers' Compensation Coverage notarized exemption form
 - List Upper Macungie Township as a Certificate Holder
- Check made payable to Upper Macungie Township in the amount of \$60

IMPORTANT!

PLEASE BE SURE TO ADDRESS ALL CORRESPONDENCE - ATTENTION: LICENSING

FOR OFFICE USE ONLY

Paid Date _____ Cash Check # _____ Date Issued _____

**UPPER MACUNGIE TOWNSHIP
WORKERS' COMPENSATION INSURANCE COVERAGE CONTRACTORS
IN ACCORDANCE WITH PA WORKERS' COMPENSATION REFORM ACT 44**

INSURANCE INFORMATION — Attach Certificate of Insurance

Name of Contractor _____

Federal or State Employer Identification No. _____

Contractor is a qualified self-insurer for workers' compensation

Workers' Compensation Insurer _____

Policy Number and Expiration Date _____

EXEMPTION— Contractor is claiming exemption from providing workers' compensation insurance.

The undersigned swears or affirms that he/she is not required to provide workers' compensation insurance under the provisions of Pennsylvania's Workers' Compensation Law for one of the following reasons, as indicated:

Contractor with no employees. Contractor is prohibited by law from employing any individual to perform work pursuant to this permit unless the contractor provides proof of insurance to the Township.

Religious exemption under the Workers' Compensation Law.

Subscribed and sworn to before me this
_____ day of _____

Signature of Notary Public

Signature of Contractor
Claiming Exemption

Contractor's name printed _____

Complete Address _____

County and Municipality _____

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BREINIGSVILLE, PA 18031



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INSURANCE COVERAGE REQUIRED:

All Contractors performing work in Upper Macungie Township must have proof of insurance to include general liability and workers' compensation coverage.

If your policy does not include workers' compensation coverage, we will need the township's waiver form completed and notarized, the form can be notarized at Upper Macungie Township. You will need a valid form of Identification (such as driver's license). This form can be found in the licensing link on the website. This form should be included with your general liability certificate.

Upper Macungie Township must be listed as certificate holder.

Please forward a copy of your certificate to:

Upper Macungie Township
8330 Schantz Road
Breinigsville, PA 18031
Fax to 610-395-9355
Email: sharons@uppermac.org

If you have any questions, please contact me at 610-395-4892 Extension 35.

Thank you,

Sharon Stamm
Permit Coordinator
Upper Macungie Township