



UPPER MACUNGIE TOWNSHIP

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.

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 of \$60.00 with a memo for license renewal.

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 This form should be included with your general liability certificate. Upper Macungie Township must be listed as certificate holder.

Upper Macungie Township is enforcing the 2015 Pennsylvania Uniform Construction Code.



UPPER MACUNGIE TOWNSHIP

ELECTRICIAN/PLUMBER LICENSE APPLICATION

Fee \$60.00

Date: _____

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: _____

Company Phone: _____ Company Fax: _____

E-mail: _____

Contractor Signature: _____

Please have the following documents with you when you apply in person or e-mail to sharons@uppermac.org

- 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: _____

Complete Address w/ _____

County & Municipality _____