

INSTRUCTIONS FOR CORPORATION APPLICANTS

1. APPLICATION must be typed or printed in **ink** and must be neat and legible.
2. All questions must be answered completely, relative to names, addresses, phone numbers and license number.
3. Include a certificate of good standing for the Corporation from the New Hampshire Secretary of State's Office.
5. The application must be **signed and dated** by BOTH the Master Electrician and the head of the Corporation.
(Original signatures are required.)
6. The application must be accompanied by a fee of: **\$75.00**
Check or money order must be made payable to: **TREASURER, STATE OF N.H.** (WE CANNOT ACCEPT CASH)

STATE OF NEW HAMPSHIRE RETURNED CHECK POLICY

- **We may re-present your checks electronically for any check returned for insufficient or uncollected funds.**
 - **Your returned check will not be provided to you with your bank statement, but you can get a copy by contacting your financial institution.**
 - **Per RSA 6:11-a, a fee of \$25 or 5 percent of the face amount of the check, whichever is greater, plus bank fees will be charged for each returned check and collected with a separate electronic transaction.”**
7. The issuance of corporation/partnership licenses is not automatic.

Elec 301.01 Applications.

- (a) Each applicant for a corporation/partnership, master, journeyman or high/medium voltage electrician license or apprentice or high/medium voltage trainee identification card shall make applications on corporation/partnership, master, journeyman, high/medium voltage electrician or apprentice or high/medium voltage trainee forms supplied by the board.
- (b) Each corporation or partnership applicant shall provide the following:
 - (1) Name, address, and telephone number of the corporation or partnership;
 - (2) Name, address, telephone number, title, status, duties and master or high/medium voltage electrician license number of the person directly in charge of the electrical business affairs of the corporation or a member of the partnership in charge of its electrical business affairs;
 - (3) Signature of the president or a director of the corporation or the other partner in a partnership;
 - (4) Signature of the master or high/medium voltage electrician in directly in charge of the electrical business affairs of the corporation or a member of the partnership in charge of its electrical business affairs; and
 - (5) Certificate of good standing from the NH secretary of state's office for the corporation or partnership.

Elec 306.01 Corporations and Partnerships.

(a) Corporations shall include limited liability companies. Partnerships shall include limited liability partnerships and limited partnerships. All corporations and partnerships shall be registered with the NH secretary of state. Foreign corporations and partnerships shall be registered with the NH secretary of state as foreign corporations or partnerships doing business in NH.

(b) All corporations or partnerships registered with the NH secretary of state and doing electrical installations or high/medium voltage power distribution installations in which the master or high/medium voltage electrician, directly in charge of all aspects of the electrical installations, has controlling interest may be licensed as a corporation or partnership as required by RSA 319-C:10. All other corporations or partnerships registered with the NH secretary of state and doing electrical installations shall be licensed as a corporation or partnership as required by RSA 319-C:10. The corporation or partnership shall have a NH master or high/medium voltage electrician currently licensed in NH who is directly in charge of all aspects of its electrical installations.

Elec 306.02 Corporation or Partnership Registration.

- (a) The corporation or partnership shall provide a certificate of good standing from the NH secretary of state.
- (b) The corporation or partnership shall complete the application required in Elec 301.01(b).
- (c) The board shall issue a corporation/partnership ID card and parchment to the NH master electrician who is directly in charge of the corporation/partnership's electrical business affairs.



State of New Hampshire

OFFICE OF THE STATE FIRE MARSHAL

BUREAU OF ELECTRICAL SAFETY AND LICENSING

Mailing Address: 33 Hazen Drive, Concord, New Hampshire 03305

Office: 110 Smokey Bear Boulevard, Concord, NH

(603) 223-4289

www.nh.gov/safety/divisions/firesafety/building/electrician/



Do not use this space

Approved _____

Master/HMV # _____ Expires _____

Issued _____ License # _____

Fee Received \$ _____ Check # _____

APPLICATION FOR CORPORATION/PARTNERSHIP LICENSE PER RSA 319-C

A. Corporation/Partnership Name: _____

B. Corporation/Partnership Address: _____

Street, RR#, Box #, PO Box #

City, State, Zip Code

C. Corporation/Partnership Area Code & Telephone Number: _____

D. Applying for: **Electrical / High Medium Voltage** (circle one) **Corporation**

E. Registered with the N.H. Secretary of State (enclose certificate of good standing): _____

F. N.H. Secretary of State Business ID #: _____

G. Name of President or Director of the Corporation or other partner in a partnership:

Last

First

Middle Initial

H. Signature of the president or director of the Corporation or other partner in a Partnership:

I. High-Medium Voltage or Master Electrician charge of the electrical business affairs:

Name: _____
Last First Middle Initial

Address: _____
Street, RR#, Box #, PO Box #

City, State, Zip Code

Area Code & Telephone Number: _____

License Number and Type: _____ **Expiration Date:** _____

Title: _____

Status: Full-Time: _____ **Part-Time:** _____

Average Hours per Week: _____

Duties: _____

J. **Signature High-Medium Voltage or Master Electrician in charge of the electrical business affairs:**

**SIGNATURES SHALL MEAN THE INFORMATION IN THE APPLICATION IS TRUE AND CORRECT.
FALSE STATEMENTS SHALL BE SUBJECT TO THE PENALTY AS PROVIDED UNDER RSA 641:3.**