



City of Newport
 2060 1st Avenue
 Newport, MN 55055
 (651) 459-5677
 Fax: (651) 459-9883

Electrical Inspector: Patrick McMullen
 612-866-1979
 Available for calls:
 7:00 a.m. to 8:30 a.m. weekdays

Permit No.:

Request for Electrical Inspection (REI) (permit)

**Fields marked with an asterisk* are required (as applicable).
 Incomplete, inaccurate, or illegible forms may be returned to the submitter.**

*** TODAY'S DATE:**

***Check One Box:**

Contractor Homeowner

*** Check One Box:**

New Building Existing Building

***Check One Box:**

One-Family Dwelling (homeowner or contractor) Multi-Family Dwelling (contractor only) Commercial (contractor only)

*** Project Location (number & street name)**

*** Project County**

*** Project City:**

(Please enter only the *city name* or the *township name*, not both)

*** Project Township:**

*** Project Zip**

*** Owner Name:**

*** Owner Phone:**

Owner Cell:

Owner E-Mail:

*** Company Type (check one box)**

Electrical Contractor Technology System Contractor

***Company License Number:**

*** Company Name:**

*** Company Address:**

*** City:**

*** State:**

*** Zip:**

*** Company Phone:**

***Company E-Mail:**

Contact Person and Phone Number:

*** Project Description** (Scope of work, service size, quantity of feeders and circuits, job numbers, or other vital information to help the electrical inspector make timely inspection service)

***Single inspection other than Rough-In?**

Must Call and Schedule

*** Rough-In Inspection Required?**

Yes or No

Directions to Project Site:

Project Site Contact Person and Phone Number:

Electrical Utility:

TOTAL INSPECTION FEE from REI fee worksheet or \$40 multiplied by the number of required inspection trips, whichever is greater.

Enter Inspection Fee Here>>

A surcharge of \$1 is imposed on every permit in addition to the inspection fee.

Surcharge Fee>>

\$1.00

*** Grand Total (Inspection Fee plus Surcharge Fee)**

The City of Newport accepts payment by check or cash only. Checks should be payable to "City of Newport."

Requests for Electrical Inspection (REI) with a fee of \$250 or less expire 12 months from the filing date. The installer must have the work completed within the 12-month period or submit another REI that includes the inspection fee for the uncompleted work. Inspection fees do not carry over from an expired REI to a new REI.