Minnesota Department of Labor and Industry
Construction Codes and Licensing Division
Licensing and Certification Services - Electrical
443 Lafayette Road North
St. Paul, MN 55155

Mailing Address:
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St. Paul, MN 55164-0217

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CC0502

Unlicensed Individual - Electrical Registration Application / Renewal

☐ Electrician (RE) ☐ Power Limited Technician (RT)

PAID APPLICATION FEE IS NOT REFUNDABLE
CASH IS NOT ACCEPTED BY MAIL OR WALK-IN

MAKE CHECK OR MONEY ORDER PAYABLE TO:
MINNESOTA DEPARTMENT OF LABOR & INDUSTRY

SPACE IN BOX FOR OFFICE USE ONLY

Account Number	**632432**	**STK**	**B42ELELIC**
Check Number		**Amount Paid**	
☐ **PCK** ☐ **CCK** ☐ **MO**		**DLI Deposit Date**	

NOTICE: Pursuant to Minnesota Statute § 604.113, checks returned for non-payment will be charged a $30 service charge and may subject the issuer to additional civil penalties.

SELECT YOUR FORM OF REGISTRATION:

☐ New Registration	$14.00
☐ Renew Registration (not expired)	$19.00
☐ Renew Registration (expired includes late fee)	$24.00
☐ Reinstate Registration (expired over 12 month includes late fee)	$24.00

If you are or were registered as an unlicensed individual for elevator work, provide your registration number.

REGISTRATION NUMBER

PRINT IN INK OR TYPE
MAKE A COPY OF THIS APPLICATION FOR YOUR RECORDS

APPLICATION NUMBER:

NEW REGISTRATION

Individuals performing elevator work without a Minnesota elevator license must be registered as an unlicensed individual. Select New Registration if you have never been previously registered as an unlicensed individual.

RENEW REGISTRATION

Individuals who have a registration that is current or has been expired for less than 12 months may renew the registration. Renewing a registration prevents the loss of accrued work experience.

A late fee of $5.00 is required for late renewals (received after expiration).

REINSTATE REGISTRATION

Unlicensed individuals performing electrical work may reinstate a registration that has been expired for more than 12 months. Accrued work experience during the unregistered period is lost and may not be applied toward licensure.

The information you as an individual provide in this application will be used by Department of Labor & Industry staff members to determine if you meet the Department's registration requirements. Minnesota Statute § 270C.72, Subd. 4, requires you to provide your social security number on this application. The other information is being requested for purposes of processing your application. With the exception of your Social Security, you are not legally required to supply the requested data on this application; however, failure to provide the requested information may delay the processing of your application or result in the denial of the same. Except for your name and designated address, the information you provide on this application is private data while the application is pending. Disclosure of this information to others may occur as authorized or required by law, including but not limited to the Attorney General's Office, the Department of Revenue, the Department of Human Services, upon court order, and/or for the purpose of verification and investigation. Once you are registered, the information you provide, other than your Social Security Number and non-designated address, becomes public data and may be released to anyone upon request.

Your renewal can be processed today if you apply/renew online at https://secure.doli.state.mn.us/license/intro.aspx

SOCIAL SECURITY NUMBER	**DATE OF BIRTH (MM/DD/YYYY)**	**AREA CODE & PHONE NUMBER**	**E-MAIL ADDRESS**
LEGAL LAST NAME	**SUFFIX (JR, SR, II, III)**	**LEGAL FIRST NAME**	**LEGAL MIDDLE NAME**
RESIDENTIAL ADDRESS		**PUBLIC MAILING ADDRESS** (if different from residential address)	
CITY NAME	**STATE** / **ZIP CODE**	**CITY NAME**	**STATE** / **ZIP CODE**

Is the Residential address above a non-designated (private) address? ☐ Yes ☐ No

If **yes**, then you must provide a designated (Public) mailing address.

APPLICANT SIGNATURE	**DATE SIGNED (MM/DD/YYYY)**

This material can be made available in different forms, such as large print, Braille or on an audio.