

# Online Permit Center User Manual for Electrical

The Initial Sign-in page for the Online Permit Center has undergone some changes.

The screenshot shows the 'On-line Permit Center' for the 'City of New Bedford, MA'. The header includes the city's contact information: '133 William Street . New Bedford, MA 02740 . (508) 979-1400'. It is powered by 'ViewPermit', which is described as 'Innovative permit management'. The main content area is titled 'Sign In' and contains a form with two input fields: 'Email Address / User ID' and 'Password'. Below the form is a 'Log In' button. To the right of the form, there is a link that says 'Don't have an account? Click here to register'. Below the 'Log In' button, there is a link that says 'Forgot your password? Enter your email address above then click here'. At the bottom right, there is a note: 'We recommend using the following browsers: Microsoft Internet Explorer 11 or higher, Mozilla Firefox, Google Chrome'.

**Log-In-** There's now one sign-in for every type of user. You just need to have an active account to sign-in. User accounts are tied to an email address, so it's a requirement to access the Online Permit Center.

**Registration-** First time users will need to register.

**Password Reset-** For users who have forgot their password; the "Forgot Password" button sends an email to the user with instructions for resetting.

## New Contractor Registration Process



 **On-line Permit Center**  
City of New Bedford, MA  
133 William Street . New Bedford, MA 02740 . (508) 979-1400

Powered by  **ViewPermit**  
Innovative permit management



### Contractor Registration

#### Step 1: Validate your license

Business Name (DBA)	License Type	License Number	Expires on	
<input type="text"/>	<input type="text" value="v"/>	<input type="text"/>	<input type="text"/>	<input type="button" value="Validate"/>

#### Step 2: Fill Login Information

Email Address / User ID

Password

Re-type Password

Contact Email Address (if different than user id)

#### Step 3: Fill Contact Information

First Name	Last Name				
<input type="text"/>	<input type="text"/>				
Address	City	State	Zip	Phone Number	
<input type="text"/>	<input type="text"/>	<input type="text" value="v"/>	<input type="text"/>	<input type="text"/>	

If the License Number and License Expiration Date does not “Validate” you will have to contact the Inspectional Services Department. The information is not matching what the Inspectional Services Department has on file. Click the “Register” button when you finish entering in all the information. You will receive an email with instructions on how to complete the registration process.

## Signing In

Once you have completed the registration process, you will be able to sign in with the User ID and password that was setup for you.



**On-line Permit Center**  
City of New Bedford, MA  
133 William Street . New Bedford, MA 02740 . (508) 979-1400

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Innovative permit management

### Sign In

Email Address / User ID

Password

Forgot your password?  
Enter your email address above then [click here](#)

**Don't have an account?**  
[Click here to register](#)

We recommend using the following browsers:  
Microsoft Internet Explorer 11 or higher, Mozilla Firefox,  
Google Chrome

Below is the Main Menu which is the first screen that appears after you sign in.



**On-line Permit Center**  
City of New Bedford, MA  
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user@youremail.com (Contractor) 

### What would you like to do?



Apply for Permit or License



Request Inspection

- 0 UNSUBMITTED APPLICATIONS

It's all good! You do not have any unsubmitted applications to resume. Click apply button to start a new application.

+ 0 INCOMPLETE APPLICATIONS

+ 0 BALANCE DUE

+ 0 PERMITS & APPLICATIONS

## Apply For New Permit



On-line Permit Center  
City of New Bedford, MA  
133 William Street . New Bedford, MA 02740 . (508) 979-1400

Powered by  
**ViewPermit**  
Innovative permit management

user@youremail.com (Contractor)

### What would you like to do?



Click on the **“Apply for Permit or License”** icon.

The following icons appear allowing you to select the type of permit you wish to apply for.

### Select Application Type



Building



Electrical



Gas



Plumbing

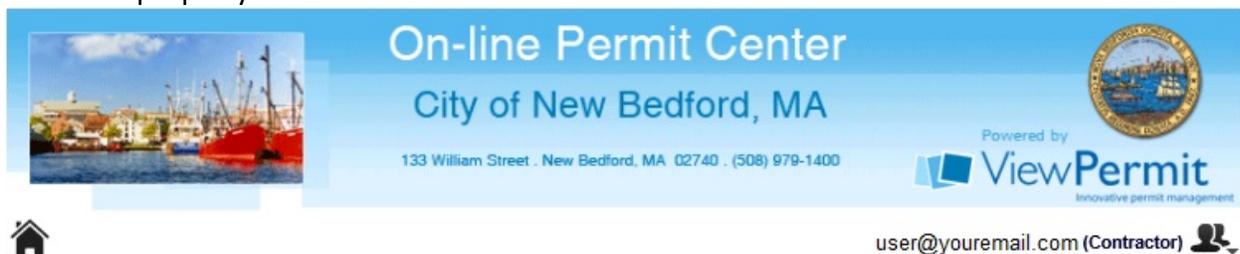


Mechanical

Just click on the icon for the permit type you want to apply for.

### Permits Application Process

Select the property address



On-line Permit Center  
City of New Bedford, MA  
133 William Street . New Bedford, MA 02740 . (508) 979-1400

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user@youremail.com (Contractor)

### Select Address

Enter House number and Street Address. Note that once you type the first letter of the street name, it will jump to the first street name that begins with that letter, scroll to the street name you are looking for.

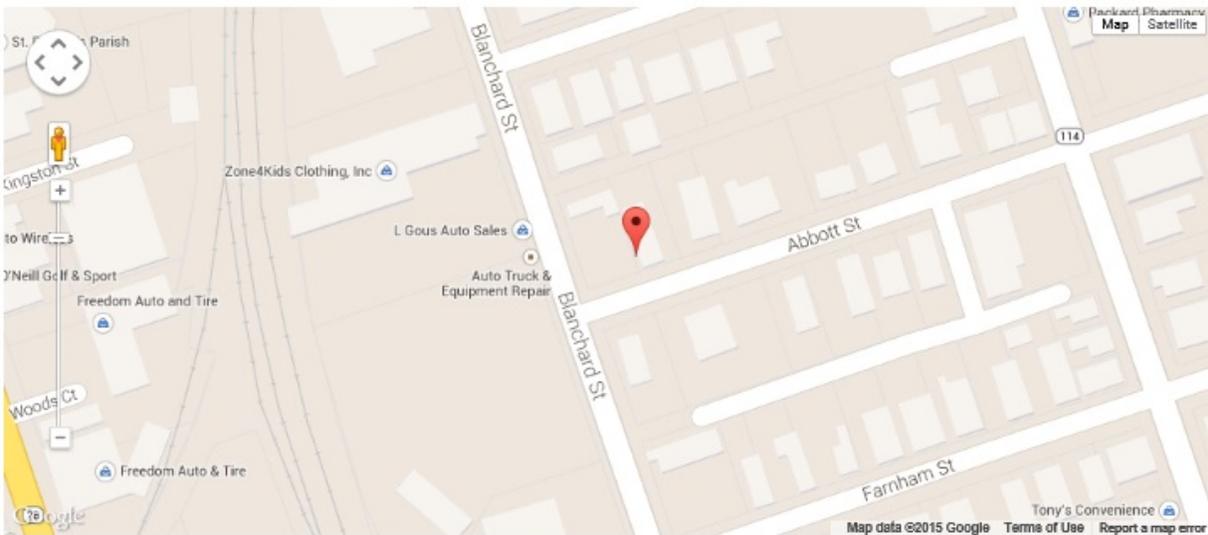
### Select Address

10 A	X	Apt # / Unit #
10 ABBOTT ST		
10 ACORN ST		
10 AGNES ST		
10 AMBERGRIS LN		
10 ANGELICA AVE		
10 ANTHONY ST		
10 ARANEA CR		
10 ARCH ST		

Once the address is select the Property Information section should populate with a map of the Properties location. All the fields should automatically populate with the information the City has on file for that property.

### Property Information

Address	10 ABBOTT ST	Zoning	RC	Deed	10025/271
Owner	CARDOZA BENJAMIN	Property Use	104	Year Built	1896
Parcel ID	16-93	Lot Area	3200.00		



Select type of work being done

Please Select

NOTE: If you do not see an option for the type of work you are attempting to apply for, do not proceed and contact your municipality for further instructions. Thank you.

Start Application

Select the type of work or **Permit for** from the drop down. Once done select **Start Application** to begin.

### Select type of work being done

Please Select
Annual Electric Fee - 300.00
Burglar Alarms
Carnivals, Rides, and Concessions - 50.00
CATV, Voice, Data
Fire Alarms
Fire Alarms, Security, CATV, Voice, Data - 50.00
Generator - Commercial
New Construction
Re-Activate Existing Service - Com 75.00
Re-Activate Existing Service - Res 45.00
Remodeling and Additions
Remodeling and Additions - 2 inspections
Services - COMM&IND
Services - COMM&IND - 2 inspections
Services - RESIDENTIAL
Services - RESIDENTIAL - 2 inspections
Signs - Standing-electrical
Signs - Temporary-electrical
Signs - Wall - electrical
Solar System - Commercial
Swimming Pools - 45.00
Swimming Pools, Pool Sheds, Hot Tubs - 50.00
Temporary Services

The following screen will display. All the fields should automatically populate with the information the City has on file for that property. You can change the **Owner Name** and add **Tenant contact information** if it is not correct, you can also change the **Occupancy Type** and **the Building Type** if they do not appear accurate.

<b>Occupancy Type</b> Residential	<b>Building Type</b> Two Family	<b>Permit for</b> New Construction			
<b>Description of Work</b> <input type="text"/>					
<b>Project Cost</b> \$ <input type="text"/>					
<b>Owner Name</b> CARDOZA BENJAMIN	<b>Address</b> 10 ABBOTT ST	<b>City</b> NEW BEDFORD	<b>State</b> MA	<b>Zip</b> 02744	<b>Phone No.</b> <input type="text"/>
<b>Agent Name</b> John Test	<b>Address</b> 133 William Street	<b>City</b> New Bedford	<b>State</b> MA	<b>Zip</b> 02740	<b>Phone No</b> (508) 991-6245
<b>Tenant Name</b>					<b>Tenant Phone</b>
<input type="text"/>					<input type="text"/>
<b>No of Units</b> 0					

## Permit Information

To continue, click the drop down arrow under the “Occupancy Type” and “Building Type” section. Fill in “Description of Work” and “Project Cost”. You will not be able to proceed without entering in the cost of the project.

**Project Cost for Electrical Permits** – For contracts \$3000.00 and over a Contract must be received with the Electrical Application as per MGL 143 Section 3L 780 CMR 105.3 (5).

**1 Step 1**  
Permit Information

**2 Step 2**  
Contractor

**3 Step 3**  
Details

**4 Step 4**  
Details Continued

**5 Step 5**  
Liability

**6 Step 6**  
Documents & Reqs

**7 Step 7**  
Preview

 **Electrical Permit Application**

**Occupancy Type**  
Residential

**Building Type**  
Two Family

**Permit for**  
New Construction

**Description of Work**

**Project Cost**  
\$

Owner Name	Address	City	State	Zip	Phone No.
HOMEOWNER BEN	10 ABBOTT ST	NEW BEDFORD	MA	02744	
Agent Name	Address	City	State	Zip	Phone No
John Test	133 William Street	New Bedford	MA	02740	(508)
Tenant Name					Tenant Phone

**No of Units**  
0

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**ViewPermit**  
www.viewpermit.com

Next

**Occupancy Type**  
Please Select  
Commercial  
Industrial  
Municipal  
Residential

**Building Type**  
Please Select  
Condominium  
One Family  
Single Family  
Two Family  
Apartment 4 - 8  
Apartment > 8  
Mobile Home  
Shared Living  
Potential Land  
Undev. Land  
Childcare  
Improved  
Housing  
Three Family  
Rmng/Brng  
Land  
Out. Building  
Multiple Dwelling Same Parcel  
Vacant - Housing Authority

7

## Contractor Selection

The default contractor name comes from the account information you entered when you registered. To enter a new contractor name simply begin typing the contractor's first name in the space provided and navigate to an existing contractor. This list is populated with the contractor's licenses that are on file in the Inspectional Services Department.

**Contractor Name (4 characters minimum)**

  
**Available Licenses (Click assign to select a license)**

	Type	License No	Expiration Date	LicenseStatus
<input type="button" value="Assign"/>	Electrician License	55555	07/31/2016	Active

## Assigning Contractors

When the list of licenses appears on the right you will have the option of assigning that contractor and the specific license required. Note that you may assign as many contractors and licenses as you would like and may even select the same contractor with multiple licenses.

Example :

**1 Step 1** Permit Information    **2 Step 2** Contractor    **3 Step 3** Details    **4 Step 4** Details Continued  
**5 Step 5** Liability    **6 Step 6** Documents & Reqs    **7 Step 7** Preview

 **Electrical Permit Application** at 10 ABBOTT ST

**Contractor Name (4 characters minimum)**

  
**Available Licenses (Click assign to select a license)**

	Type	License No	Expiration Date	LicenseStatus
<input type="button" value="Assign"/>	Electrician License	55555	07/31/2016	Active

### Assigned Contractor Information

	Name	DBA	License Type	License No	Expiration
<input type="button" value="Remove"/>	Frederick J. Electrician		Electrician License	55555	07/31/2016

Prev

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Next

# Electrical Permit Fixture Section

**1 Step 1**  
Permit Information

**2 Step 2**  
Contractor

**3 Step 3**  
Details

**4 Step 4**  
Details Continued

**5 Step 5**  
Liability

**6 Step 6**  
Documents & Reqs

**7 Step 7**  
Preview

Electrical Permit Application at 10 ABBOTT ST

**Panels**

ES Amps	<input type="text" value="0"/>	ES Volts	<input type="text" value="0"/>	ES No Meters	<input type="text" value="0"/>	<input type="checkbox"/>	ES Over Head	<input type="checkbox"/>	ES Under Ground	<input type="checkbox"/>
New Amps	<input type="text" value="0"/>	New Volts	<input type="text" value="0"/>	NS No Meters	<input type="text" value="0"/>	<input type="checkbox"/>	NS Over Head	<input type="checkbox"/>	NS Under Ground	<input type="checkbox"/>

**Feeders**

No of Feeders	<input type="text" value="0"/>	Ampacity	<input type="text" value="0"/>	No Sub-Panels	<input type="text" value="0"/>	Sub-Panel Amps	<input type="text" value="0"/>
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**Details**

No Recessed Luminaires	<input type="text" value="0"/>	No Waste Disposers	<input type="text" value="0"/>	No Fans	<input type="text" value="0"/>
No Luminaires Outlets	<input type="text" value="0"/>	No Dishwashers	<input type="text" value="0"/>	No Hot Tubs	<input type="text" value="0"/>
No Luminaires	<input type="text" value="0"/>	No Dryers	<input type="text" value="0"/>	No Oil Burners	<input type="text" value="0"/>
No Receptacle Outlets	<input type="text" value="0"/>	No Water Heaters	<input type="text" value="0"/>	No Gas Burners	<input type="text" value="0"/>
No Switches	<input type="text" value="0"/>	KW Water Heater	<input type="text" value="0"/>	No Air Conditioners	<input type="text" value="0"/>
No Ranges	<input type="text" value="0"/>	No Hydromassage Bathtubs	<input type="text" value="0"/>	AC Total Tons	<input type="text" value="0"/>

Prev
Next

**1 Step 1**  
Permit Information

**2 Step 2**  
Contractor

**3 Step 3**  
Details

**4 Step 4**  
Details Continued

**5 Step 5**  
Liability

**6 Step 6**  
Documents & Reqs

**7 Step 7**  
Preview

Electrical Permit Application at 10 ABBOTT ST

**Details Continued...**

No Heat Pumps	<input type="text" value="0"/>	No Motors	<input type="text" value="0"/>	No Detection Devices	<input type="text" value="0"/>
Heat Pump Tons	<input type="text" value="0"/>	Motors HP	<input type="text" value="0"/>	No Alerting Devices	<input type="text" value="0"/>
Heat Pump Kw	<input type="text" value="0"/>	No Transformers	<input type="text" value="0"/>	No Self Contained Devices	<input type="text" value="0"/>
Space Heating KW	<input type="text" value="0"/>	Transformers KVA	<input type="text" value="0"/>	Local MC	<input type="text" value="0"/>
No Heating Appliances	<input type="text" value="0"/>	No Generators	<input type="text" value="0"/>	No Security Devices	<input type="text" value="0"/>
Heating Appliances KW	<input type="text" value="0"/>	Generators KVA	<input type="text" value="0"/>	No Data Wiring Devices	<input type="text" value="0"/>
No Signs	<input type="text" value="0"/>	No Emergency Battery Units	<input type="text" value="0"/>	No Telecomm Devices	<input type="text" value="0"/>
No Ballasts	<input type="text" value="0"/>	No Fire Alarm Zones	<input type="text" value="0"/>	No Solar	<input type="text" value="0"/>
Solar KVA	<input type="text" value="0"/>	No Circuits	<input type="text" value="0"/>	No Electricians	<input type="text" value="0"/>

No Carnival Rides	Work Starts On	Utility Authorization #
<input type="text" value="0"/>	<input type="text" value="3/12/2015"/>	<input type="text"/>

Pool AboveGround	Pool InGround
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Prev
Next

## Electrical Permit For

Services - COM&IND  
 Services - COM&IND – 2 Inspections  
 Services - Residential  
 Services - Residential – 2 Inspections

### Residential

SERVICES - Not Over 200 AMPS	\$ 45.00	\$ 45.00
- Each 100 AMPS Additional	\$ 25.00	\$ 45.00 +
- Each Additional Meter or Panel	\$ 25.00	

### Commercial & Industrial

SERVICES up to 200 AMPS	\$ 75.00	\$ 75.00
- Each 100 AMPS or portion of	\$ 25.00	\$ 25.00
- Each additional Meter or Panel	\$ 25.00	

**Electrical Permit Application** at 10 ABBOTT ST

**Panels**

ES Amps <input type="text" value="0"/>	ES Volts <input type="text" value="0"/>	ES No Meters <input type="text" value="0"/> <input type="checkbox"/>	ES Over Head <input type="checkbox"/>	ES Under Ground <input type="checkbox"/>
<b>New Amps</b> <input style="border: 2px solid red;" type="text" value="0"/>	New Volts <input type="text" value="0"/>	<b>NS No Meters</b> <input style="border: 2px solid red;" type="text" value="0"/> <input type="checkbox"/>	NS Over Head <input type="checkbox"/>	NS Under Ground <input type="checkbox"/>

**Feeders**

No of Feeders <input type="text" value="0"/>	Ampacity <input type="text" value="0"/>	No Sub-Panels <input type="text" value="0"/>	Sub-Panel Amps <input type="text" value="0"/>
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**Details**

No Recessed Luminaires <input type="text" value="0"/>	No Waste Disposers <input type="text" value="0"/>	No Fans <input type="text" value="0"/>
No Luminaires Outlets <input type="text" value="0"/>	No Dishwashers <input type="text" value="0"/>	No Hot Tubs <input type="text" value="0"/>
No Luminaires <input type="text" value="0"/>	No Dryers <input type="text" value="0"/>	No Oil Burners <input type="text" value="0"/>
No Receptacle Outlets <input type="text" value="0"/>	No Water Heaters <input type="text" value="0"/>	No Gas Burners <input type="text" value="0"/>
No Switches <input type="text" value="0"/>	KW Water Heater <input type="text" value="0"/>	No Air Conditioners <input type="text" value="0"/>
No Ranges <input type="text" value="0"/>	No Hydromassage Bathtubs <input type="text" value="0"/>	AC Total Tons <input type="text" value="0"/>

## Electrical Permit For

Remodeling & Additions / Remodeling & Additions – 2 inspections

Residential

REMODELING & ADDITIONS	(Minimum)	\$ 45.00
- Switches, Receptacles & Fixtures	Minimum plus \$1.00 each	\$ 45.00 +
- Major Appliances [Ranges, Countertop Units, Hot Water Heaters, Gas & Oil Burners, Electric Heat/Room, Generator, A/C].	Minimum plus \$10.00 each	\$ 45.00 +

Commercial

REMODELING & ADDITIONS	(Minimum)	\$ 45.00
- Switches, Receptacles & Fixtures	\$ 50.00 + \$ 2.00 each	\$ 50.00 +
- Major Appliances [Machinery, Ranges, Cooktop Ovens, Dryers, Disposals, Dishwashers, Hot Water Heaters, Electric Heat/Unit, Gas & Oil Burners, A/C Per Unit, Generators, Transformers, etc.].	\$ 50.00 + \$ 15.00 each	\$ 50.00 +

 **Electrical Permit Application** at 10 ABBOTT ST

**Panels**

ES Amps  ES Volts  ES No Meters   ES Over Head  ES Under Ground

New Amps  New Volts  NS No Meters   NS Over Head  NS Under Ground

**Feeders**

No of Feeders  Ampacity  No Sub-Panels  Sub-Panel Amps

**Details**

No Recessed Luminaires <input type="text" value="0"/>	No Waste Disposers <input type="text" value="0"/>	No Fans <input type="text" value="0"/>
No Luminaires Outlets <input type="text" value="0"/>	No Dishwashers <input type="text" value="0"/>	No Hot Tubs <input type="text" value="0"/>
No Luminaires <input type="text" value="0"/>	No Dryers <input type="text" value="0"/>	No Oil Burners <input type="text" value="0"/>
No Receptacle Outlets <input type="text" value="0"/>	No Water Heaters <input type="text" value="0"/>	No Gas Burners <input type="text" value="0"/>
No Switches <input type="text" value="0"/>	KW Water Heater <input type="text" value="0"/>	No Air Conditioners <input type="text" value="0"/>
No Ranges <input type="text" value="0"/>	No Hydromassage Bathtubs <input type="text" value="0"/>	AC Total Tons <input type="text" value="0"/>

 **Electrical Permit Application** at 10 ABBOTT ST

**Details Continued...**

No Heat Pumps <input type="text" value="0"/>	No Motors <input type="text" value="0"/>	No Detection Devices <input type="text" value="0"/>
Heat Pump Tons <input type="text" value="0"/>	Motors HP <input type="text" value="0"/>	No Alerting Devices <input type="text" value="0"/>
Heat Pump Kw <input type="text" value="0"/>	No Transformers <input type="text" value="0"/>	No Self Contained Devices <input type="text" value="0"/>
Space Heating KW <input type="text" value="0"/>	Transformers KVA <input type="text" value="0"/>	Local MC <input type="text" value="0"/>
No Heating Appliances <input type="text" value="0"/>	No Generators <input type="text" value="0"/>	No Security Devices <input type="text" value="0"/>
Heating Appliances KW <input type="text" value="0"/>	Generators KVA <input type="text" value="0"/>	No Data Wiring Devices <input type="text" value="0"/>
No Signs <input type="text" value="0"/>	No Emergency Battery Units <input type="text" value="0"/>	No Telecomm Devices <input type="text" value="0"/>
No Ballasts <input type="text" value="0"/>	No Fire Alarm Zones <input type="text" value="0"/>	No Solar <input type="text" value="0"/>
Solar KVA <input type="text" value="0"/>	No Circuits <input type="text" value="0"/>	No Electricians <input type="text" value="0"/>

No Carnival Rides  Work Starts On  Utility Authorization #

Pool AboveGround  Pool InGround

## Electrical Permit For

Residential:

Fire Alarm

Burglar Alarm

CATV, VOICE, DATA

FIRE ALARMS	\$ 45.00 + \$ 10.00 per unit	\$ 45.00 +
BURGLAR ALARMS	\$ 45.00 + \$ 10.00 per unit	\$ 45.00 +
CATV, VOICE, DATA	\$ 45.00 + \$ 10.00 per unit	\$ 45.00 +

Commercial:

FIRE ALARMS, SECURITY, CATV, VOICE, DATA

FIRE ALARMS, SECURITY, CATV, VOICE, DATA	\$ 50.00 + \$ 2.00 per device	\$ 50.00 +
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**Electrical Permit Application** at 10 ABBOTT ST

[Details Continued...](#)

No Heat Pumps <input type="text" value="0"/>	No Motors <input type="text" value="0"/>	No Detection Devices <input type="text" value="0"/>
Heat Pump Tons <input type="text" value="0"/>	Motors HP <input type="text" value="0"/>	No Alerting Devices <input type="text" value="0"/>
Heat Pump Kw <input type="text" value="0"/>	No Transformers <input type="text" value="0"/>	No Self Contained Devices <input type="text" value="0"/>
Space Heating KW <input type="text" value="0"/>	Transformers KVA <input type="text" value="0"/>	Local MC <input type="text" value="0"/>
No Heating Appliances <input type="text" value="0"/>	No Generators <input type="text" value="0"/>	No Security Devices <input type="text" value="0"/>
Heating Appliances KW <input type="text" value="0"/>	Generators KVA <input type="text" value="0"/>	No Data Wiring Devices <input type="text" value="0"/>
No Signs <input type="text" value="0"/>	No Emergency Battery Units <input type="text" value="0"/>	No Telecomm Devices <input type="text" value="0"/>
No Ballasts <input type="text" value="0"/>	No Fire Alarm Zones <input type="text" value="0"/>	No Solar <input type="text" value="0"/>
Solar KVA <input type="text" value="0"/>	No Circuits <input type="text" value="0"/>	No Electricians <input type="text" value="0"/>

## Liability Insurance

The screenshot shows a progress bar at the top with seven steps: Step 1 (Permit Information), Step 2 (Contractor), Step 3 (Details), Step 4 (Details Continued), Step 5 (Liability), Step 6 (Documents & Reqs), and Step 7 (Preview). Step 5 is highlighted in blue. Below the progress bar is a light blue header with a lightbulb icon and the text "Electrical Permit Application at 10 ABBOTT ST". The main content area contains the question "I have a current liability insurance / workers compensation policy or its substantial equivalent." with two radio buttons: "Yes" (selected) and "No". Below this is the question "If you have checked yes, please indicate the type of coverage:" with three radio buttons: "Insurance" (selected), "Bond", and "Other". A text input field labeled "If Other Specify:" is empty. At the bottom are "Prev" and "Next" navigation buttons and the "ViewPermit" logo.

If you currently have a liability insurance / workers compensation policy, the defaults in this section are already filled out for you.

This screenshot is similar to the previous one but shows the "No" radio button selected. Below the "If Other Specify:" text input field, a red-bordered box contains the following text: "If you have checked no, you need to provide a signed Insurance Waiver before this permit will be issued. An Insurance Waiver with instructions will be emailed to you." The rest of the form, including the progress bar and navigation buttons, is identical to the previous screenshot.

If you do not have liability insurance you will be required to submit an insurance waiver signed by the homeowner. The instructions and the form will be sent to you via email once you submit the application.

## Attaching Documents and Photos



To attach a file, simply click on the  button. The “Choose File to Upload” dialog box will open. Within this dialog box, locate the file on your computer, select it and click on the “Open” button.

The screenshot shows a multi-step process for an 'Electrical Permit Application' at '10 ABBOTT ST'. The steps are: 1. Step 1: Permit Information; 2. Step 2: Contractor; 3. Step 3: Details; 4. Step 4: Details Continued; 5. Step 5: Liability; 6. Step 6: Documents & Reqs (highlighted in blue); 7. Step 7: Preview. Below the steps, there is a light blue box with a lightbulb icon and the text 'Electrical Permit Application at 10 ABBOTT ST'. Underneath this is a section titled 'Attach Documents / Photos' with a large white text area and a green-bordered plus button. At the bottom, there are 'Prev' and 'Next' navigation buttons and a logo for 'ViewPermit'.

The path to the file on your computer will populate in the text area. Click the “Attach” button to upload the file.

The file name should display in the list of “Attached Files:”

## Application Preview

Before submitting the application you will be given the opportunity to review its contents before hitting the “Submit Application” button. If you need to make any changes you can use the “Prev” button or select the Step.

**1 Step 1**  
Permit Information

**2 Step 2**  
Contractor

**3 Step 3**  
Details

**4 Step 4**  
Details Continued

**5 Step 5**  
Liability

**6 Step 6**  
Documents & Reqs

**7 Step 7**  
Preview


Electrical Permit Application at 10 ABBOTT ST

Please take a moment to review the information below, then click the submit button.

**Submit Application**

**STEP 1: PROPERTY INFORMATION**

<b>Occupancy Type</b>	<b>Building Type</b>	<b>Permit For</b>
Residential	Two Family	New Construction
<b>Project Cost</b>	<b>Work Description</b>	
\$700.00	Work to be done	

**OWNER**

HOMEOWNER BEN  
10 ABBOTT ST  
NEW BEDFORD MA 02744

**Email**

**Work**

**Mobile**

**APPLICANT**

John Test  
133 William Street  
New Bedford MA 02740

**Email**

**Work** (508) 991-6245

**Mobile**

**STEP 2: CONTRACTOR INFORMATION**

Name	DBA	Address	City	State	ZIP	LicenseType	LicenseNo	LicenseExpiration
Frederick E. Electrician		Boston Rd.	Fairhaven	MA	02719	CSL - Supervisor	55555	08/03/2015

**STEP 3: DETAILS**

ES Amps	0	ES Volts	0
New Amps	0	New Volts	0
ESUnderGround	<b>No</b>	ES No Meters	0
NSUnderGround	<b>No</b>	NS No Meters	0
No Recessed Luminaires	0	ESOverHead	<b>No</b>
No Luminaires Outlets	0	NSOverHead	<b>No</b>
No Luminaires	0	No Switches	0
No Receptacle Outlets	0	No Ranges	0
No Wastedisposers	0	No Fans	0
No Dishwashers	0	No Hot Tubs	0
No Dryers	0	No Oil Burners	0
No Water Heaters	0	No Gas Burners	0
KW Water Heater	0	No Air Conditioners	0
No Hydromassage Bathtubs	0	ACTotal Tons	0
No of Feeders	0	Ampacity	0

#### STEP 4: DETAILS (CONTINUED)

HPNumber	0	No Motors	0	No Detection Devices	0
HPTons	0	HPMotors Kw	0	No Alerting Devices	0
Kw HP	0	No Transformers	0	No Self Contained Devices	0
Kw Space Heating	0	KVATransformers	0	Local MC	0
No Heating Appliances	0	No Generators	0	No Security Devices	0
KW Heating Appliances	0	KVAGenerators	0	No Data Wiring Devices	0
No Signs	0	No Emergency Battery Units	0	No Telecomm Devices	0
No Ballasts	0	No Fire Alarm Zones	0		

Work Starts At 3/12/2015 Utility Authorization # Pool

#### STEP 5: DOCUMENTS

No files attached

Prev

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**ViewPermit**  
www.viewpermit.com

Submit Application

### Submitting an Application

To submit the application you must click on the 'Submit' button

Submit Application

### Signing the Application

The following screen displays requiring you to sign the application electronically. Type your full name in the 'Your Signature' box. You must check off the two check boxes before clicking on the 'Pay Now' or 'Pay Later' buttons.

**Permit Fee:** \$20

---

**Total Fee:** \$20

Your Signature  
John Test

By clicking on this check box, I hereby certify that I accept the submitted document and will note that the completion of the field above will act as my signature.

I also hereby certify that I am the owner of the property which is the subject of this application or the authorized agent of the property owner and have been authorized to make this application. I understand that when a permit is issued, it is a permit to proceed and grants no right to violate the State Building Code or any other code, ordinance or statute, regardless of what might be shown or omitted on the submitted plans and specifications. All information contained within is true and accurate to the best of my knowledge and belief. All permits approved are subject to inspections performed by a representative of this office. Requests for inspections must be made at least 24 hours in advance.

I understand that I must schedule an inspection upon completion of this work.

Note: 'Express' applications will be issued instantly upon payment.

Submit

## PAY NOW OPTION

Selecting this option brings you to the Credit Card/PayPal Screen.

Choosing this option adds an additional charge to the permit fee : .30 + 2.9% of the permit fee

example :

for a 20.00 permit fee

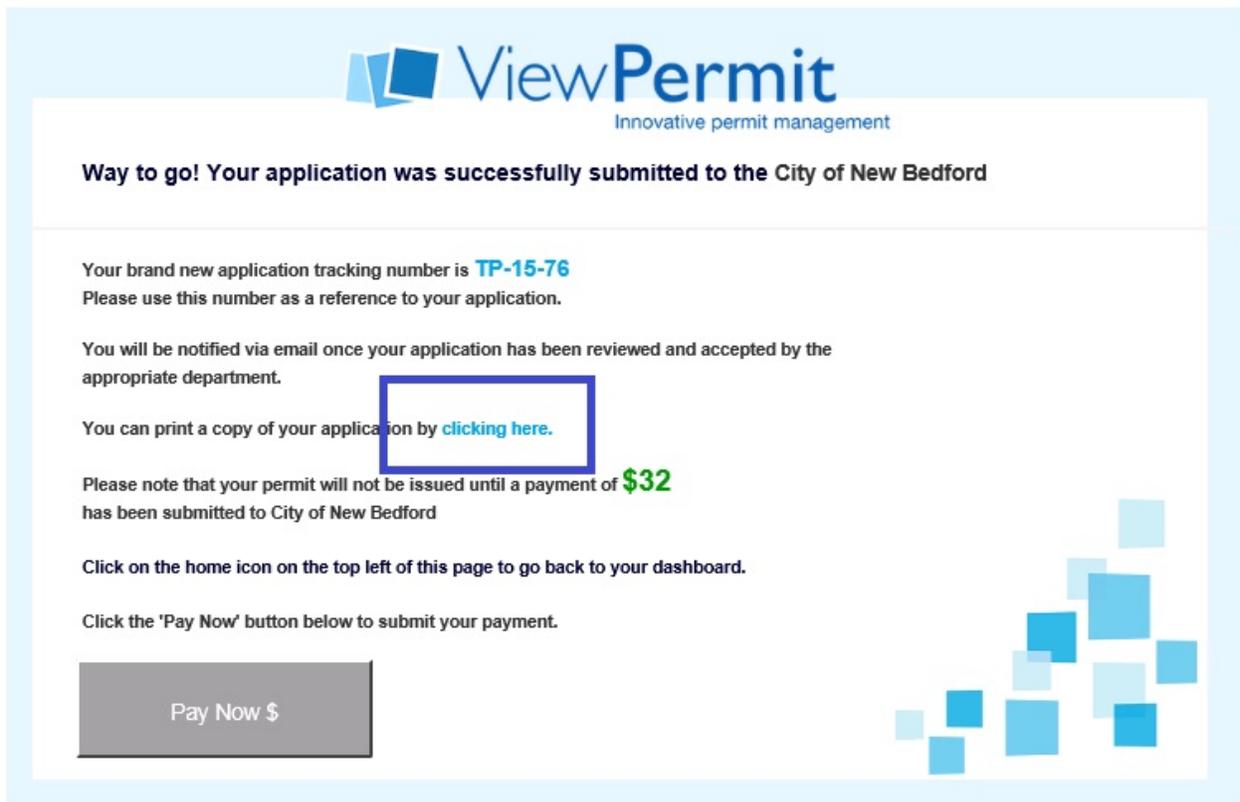
$.30 + (20.00 * 2.9\% = .58) = .88$  cents will be added to the permit fee for a total of \$20.88

## PAY LATER OPTION

You will need to come into the Inspectional Services Department in person to make payment.

## Submitted Applications

After you submit the online payment the following screen will display allowing you to print the receipt.



The screenshot displays the 'ViewPermit' website interface. At the top, the logo 'ViewPermit' is shown with the tagline 'Innovative permit management'. Below the logo, a message reads: 'Way to go! Your application was successfully submitted to the City of New Bedford'. The main content area contains several lines of text: 'Your brand new application tracking number is TP-15-76. Please use this number as a reference to your application.'; 'You will be notified via email once your application has been reviewed and accepted by the appropriate department.'; 'You can print a copy of your application by clicking here.' (where 'clicking here' is a blue link); 'Please note that your permit will not be issued until a payment of \$32 has been submitted to City of New Bedford'; 'Click on the home icon on the top left of this page to go back to your dashboard.'; and 'Click the 'Pay Now' button below to submit your payment.' At the bottom left, there is a grey button labeled 'Pay Now \$'. On the right side of the page, there is a decorative graphic consisting of several blue squares of varying sizes and shades.

## Incomplete Applications

If you are not ready to 'Submit' the application you can click on the "Home" button.

On-line Permit Center  
City of New Bedford, MA  
133 William Street . New Bedford, MA 02740 . (508) 979-1400

Powered by ViewPermit  
Innovative permit management

user@youremail.com (Contractor)

1 Step 1 Permit Information

2 Step 2 Contractor

3 Step 3 Details

4 Step 4 Details Continued

5 Step 5 Liability

6 Step 6 Documents & Reqs

7 Step 7 Preview

Electrical Permit Application at 10 ABBOTT ST

Please take a moment to review the information below, then click the submit button.

Submit Application

Clicking on the "Home" button brings you back to your **Dashboard**. The application will appear under "Unsubmitted Applications". To continue with these pending applications just click on the application.

The **Dashboard** contains four sections, separated by gray bars. These are the categories for your permit data. They are expandable and collapsible by clicking on the bar itself.

- 2 UNSUBMITTED APPLICATIONS

Click on any of the following records to resume and submit your application

Tracking #	Application Type	Address	Application For	Created
712	Gas	10 ABBOTT ST	Renovation - Gas	Mar 09, 2015
711	Plumbing	10 ABBOTT ST	New - Plumbing	Mar 09, 2015

**Unsubmitted Applications**- These are **Applications** for **Projects** that you started, but never completed the submission process. If you stop an application mid-way through or sign out unexpectedly, the **applications** you were working on will be saved here. Just click on the permit you'd like to resume and it will take you to the workflow.

- 1 INCOMPLETE APPLICATIONS

Click on any of the following records to view additional details and attach missing documentation.

Permit #	Application Type	Address	Application For	Status	Submitted
TP-15-79	Plumbing	10 ABBOTT ST	New - Plumbing	Online Application (Denied)	Mar 9 2015

**Incomplete Applications-** These are applications that the **Reviewing Department** in your municipality have said are missing information or **Documents**. By clicking on one of these, you will be taken to the **Permit Details** page.

**- 1 BALANCE DUE**

Click on any of the following records to view additional details, pay balance due, and request inspection appointments

Permit #	Application Type	Address	Total Fee	Total Paid	Balance Due
<a href="#">TP-15-78</a>	Plumbing	10 ABBOTT ST	\$ 32.00	\$ 0.00	<b>\$ 32.00</b>

**Balance Due-** **Balance Due** is the section that shows permits with outstanding payments. For example, if the Municipality adds an additional fee, you'd go there to see it's been added and to pay it. Clicking on permit the will take you to the **Permit Details** page, there you can go to pay the balance.

**- 2 PERMITS & APPLICATIONS**

Click on any of the following records to view additional details, pay balance due, and request inspection appointments

Permit #	Application Type	Address	Application For	Status	Submitted
<a href="#">TG-15-133</a>	Gas	10 ABBOTT ST	Renovation - Gas	Online Application	Mar 9 2015
<a href="#">TP-15-78</a>	Plumbing	10 ABBOTT ST	New - Plumbing	Pending	Mar 9 2015

**Permits & Applications-** Is where you go to see all your **Projects**. Clicking on anyone will take you to the **Permit Details** page.

**Request an Inspection**

**What would you like to do?**



Select the “Request Inspection” button from the Dashboard

## To schedule an inspection

Fill out the information and then click **Request Inspection**

**Property/Permit/Contact Info**

Address: 10 ABBOTT ST

Available Permits: G-15-133

Contact Person: John Test

Contact Phone #: 508-555-5555

**Inspection Type & Schedule**

Requested Date: 03/13/2015

Inspection Stage: Regular | Final

Inspection for: Gas Appliances - Final

**Request Inspection**

## View Inspections

The **Permit Details** page highlights the single place where all actions and information for a **Project** can be seen. Like the **Dashboard**, this too is broken up into sections. **Inspections**- Show the user all inspections done on the **Project**.

**Project #:** G-15-133 **Location:** 10 ABBOTT ST **Status:** Issued **Balance Due:** \$0.00

### - PERMIT INFORMATION

<b>Occupancy Type</b>	<b>Building Type</b>	<b>Date Submitted</b>	<b>Date Issued</b>	<b>Permit For</b>
Residential	Single Family	3/9/2015	3/10/2015	Renovation - Gas
<b>Project Cost</b>	<b>Permit Fee</b>	<b>Additional Fee</b>	<b>Total Fee</b>	<b>Total Paid</b>
300.00	\$55.00	\$0.00	\$55.00	\$55.00

#### OWNER

HOMEOWNER BEN  
10 ABBOTT ST  
NEW BEDFORD MA 02744

**Email:**

**Work:**

**Mobile:**

#### APPLICANT

John Test  
133 William Street  
New Bedford MA 02740

**Email:** user@youremail.com

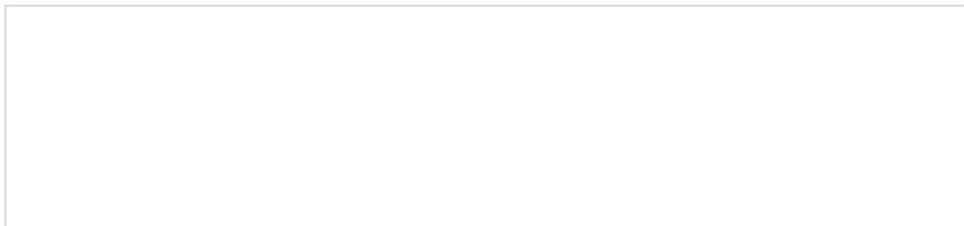
**Work:**

**Mobile:** (508) 991-6245

#### CONTRACTOR

Frederick J. Electrician	Bralely Road	Freetown	(508)	Fred's	55555	05/01/2016
Frederick J. Electrician	Bralely Road	Freetown	(508)	Fred's	55555	05/01/2016

### Attach Documents / Photos



### - REVIEW STATUS

Plumbing/Gas Department

Approved

Mar 10, 2015

No Comments Available

### - INSPECTIONS

No Inspection Data Available

If any inspections were performed they will display, otherwise no inspection data is available.

### - INSPECTIONS

Type	Inspection For	Date	Status	Comment	Inspector
Final	General Inspection	10/03/2014	Pass		JMurphy
Final	Partial	10/03/2014	Pass		JMurphy