Permit Purchase and Permit Printing

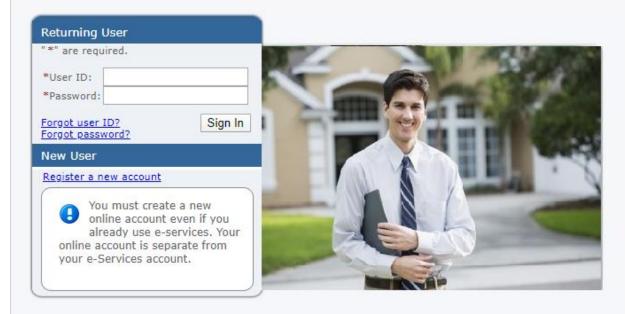
Log into core.tn.gov

Enter your user name a password

Click Sign In



Comprehensive Online Regulatory & Enforcement System



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File a Complaint Contact Us

Sign-up and manage your licenses

Welcome to the Comprehensive Online Regulatory and Enforcement System. If you are a new user and wish to use this system, please select the "Register a new account" link on the left hand side of your screen.

If you have forgotten your user ID or password, select the appropriate link on the left hand side of your screen to recover your account.

Video Tutorials

Video: New Account
Video: New Application
Video: License Renewal
Video: New Account Android
Video: New Application Android
Video: New Account iPhone
Video: New Application iPhone

THIS SYSTEM IS FOR AUTHORIZED USE ONLY!

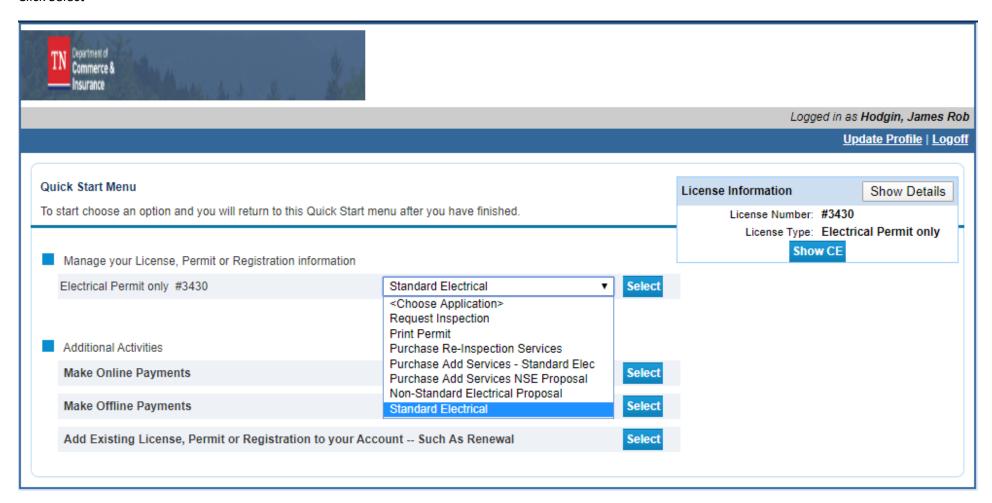
Use of this system constitutes consent to monitoring, interception, recording, reading, copying or capturing by authorized personnel of all activities.

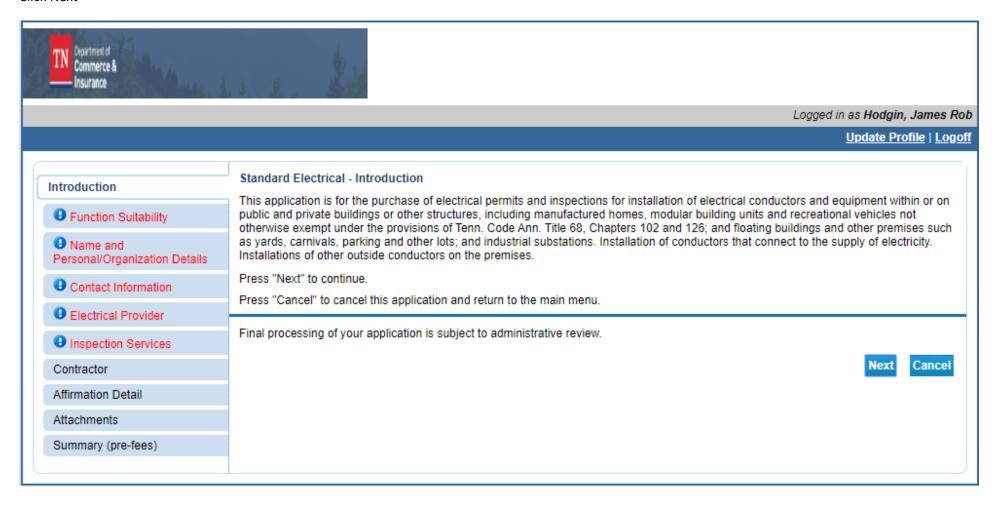
There is no right to privacy in this system. Unauthorized use of this system is prohibited and subject to criminal and civil penalties.

From the Quick Start Menu

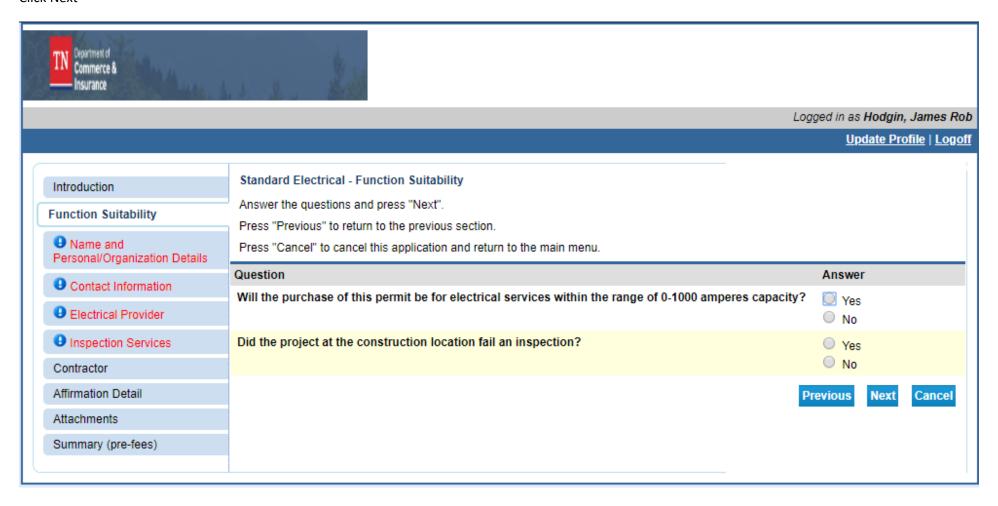
Select the type of permit that the customer wants to purchase

Click Select

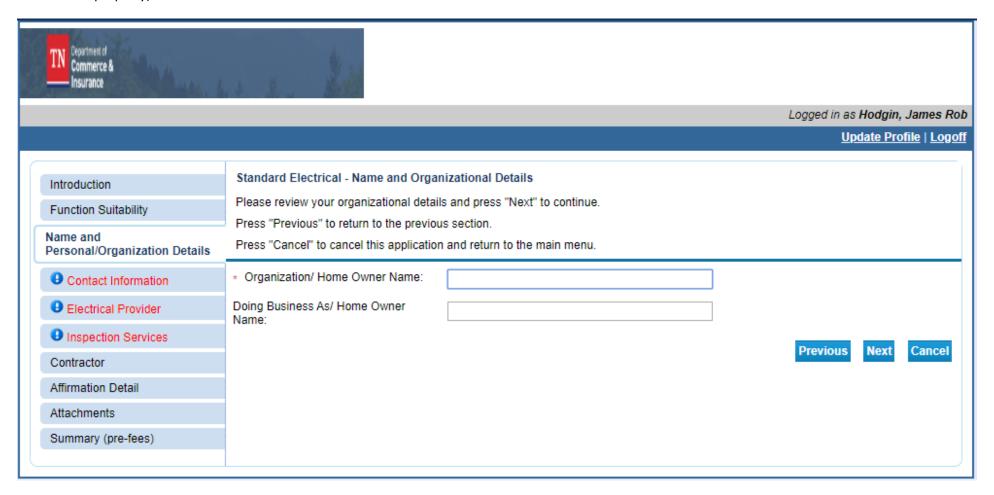




Ask the customer the question and answer accordingly (Yes or No) for each



Enter the name of the Organization (Contracting Company) or Home Owner (only the Home Owner if the homeowner is purchasing the permit to perform work or their own property)



Enter the three (3) required addresses with the required information.

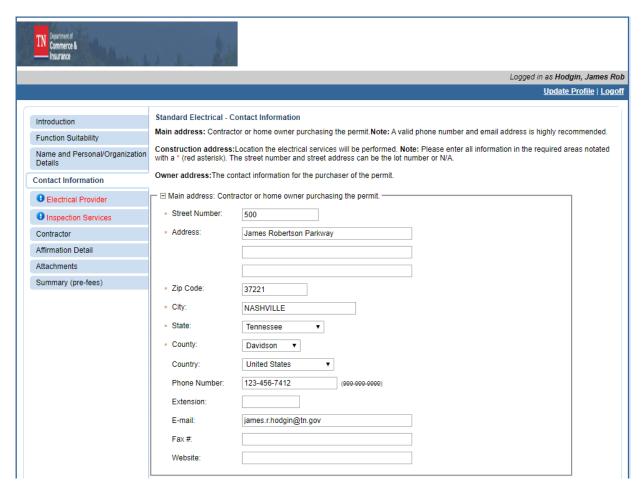
- Main
- Construction Location
- Owner (permit owner)

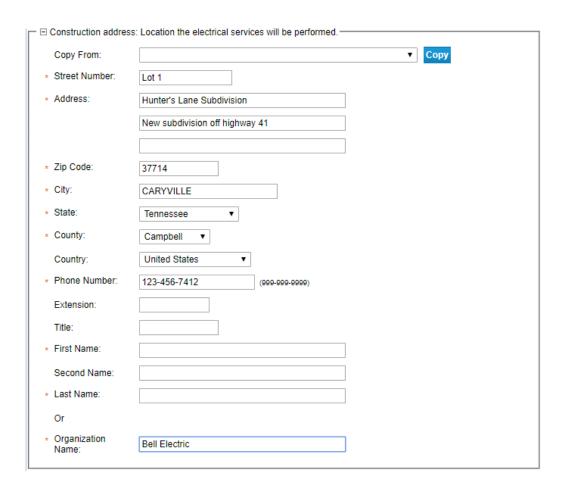
Click Next

Zip codes can be looked up and will auto populate the city, State, county and country

If multiple counties are presented confirm the county with the customer

If an address is the same as one that has already been entered the copy button can be used to copy the information

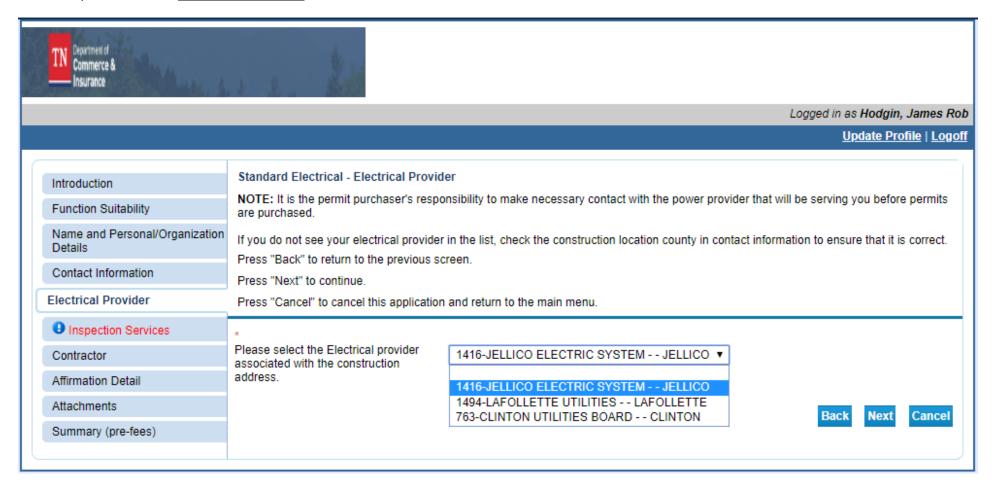




☐ ⊡ Owner address: The	contact information for the purchaser of the permit.—		
Copy From:		▼ Сору	
* Street Number:	500		
* Address:	James Robertson Parkway		
* Zip Code:	37221		
* City:	NASHVILLE		
* State:	Tennessee ▼		
* County:	Davidson ▼		
Country:	United States ▼		
* Phone Number:	123-456-7412 (999-999-9999)		
Extension:			
E-mail:	james.r.hodgin@tn.gov		
Title:			
* First Name:			
Second Name:			
* Last Name:			
Or			
* Organization	Bell Electric		
Name:			
		Back Next Ca	ncel
			_

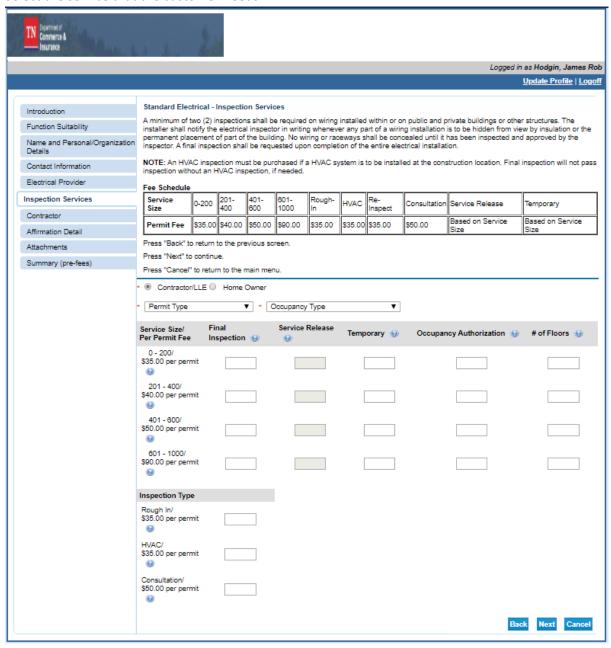
Based on the construction location county you will be presented of a list of Electrical providers

Select the provider for the <u>construction location</u>



Select who is purchasing the permit (Contactor or Home Owner) Select the permit type and the Occupancy type

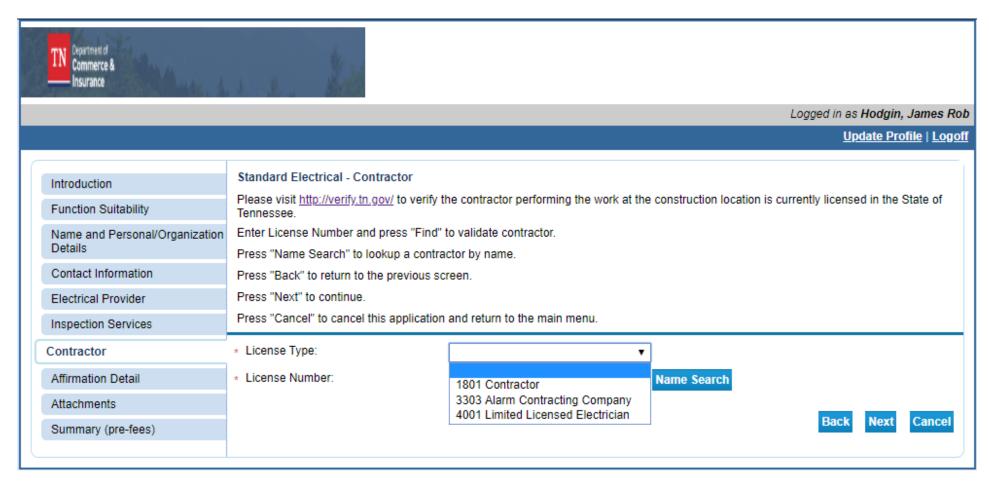
Select the service that the customer needs



If the purchaser is a contractor, you will need to enter their license information

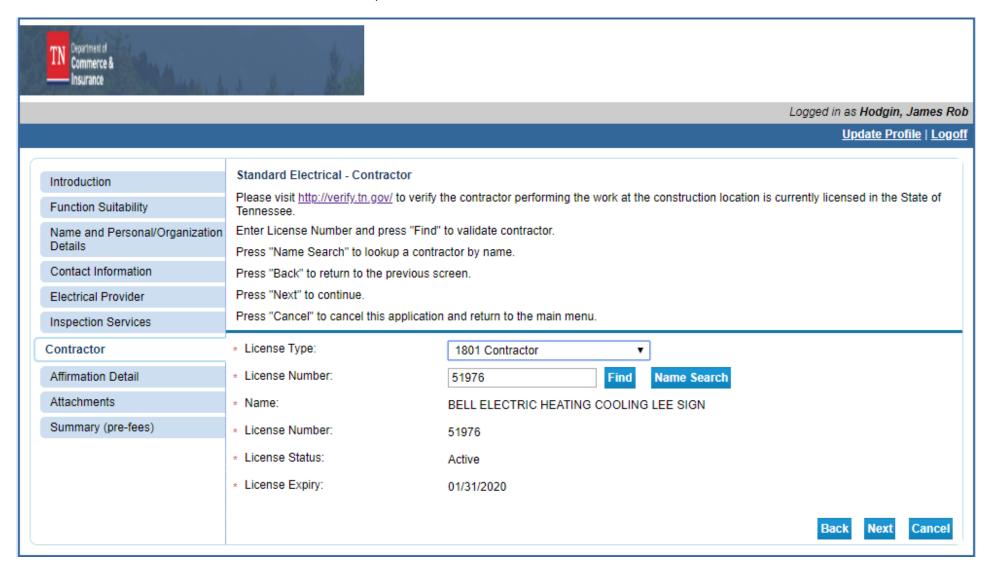
Select the type of contractor that they are.

Enter their license number if know or do a Name Search to locate the correct contractor

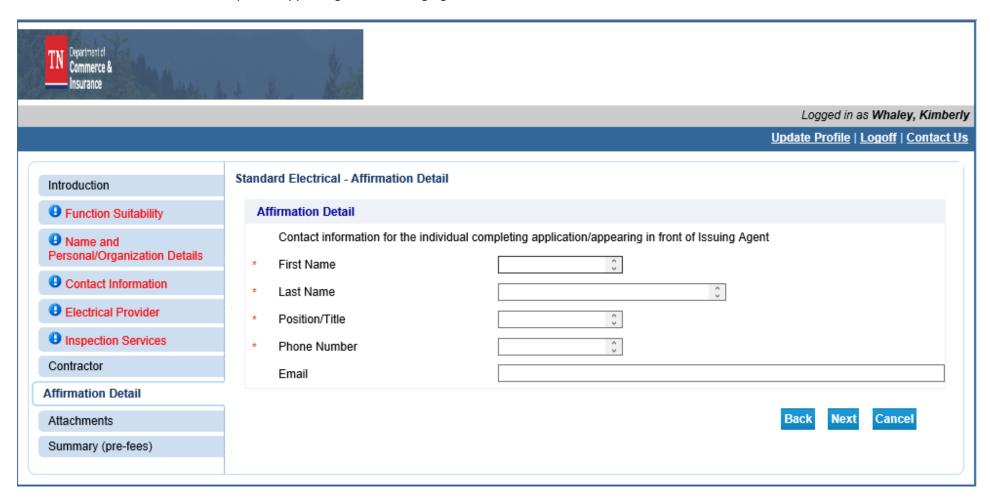


Confirm that the contractor information displayed is correct and click next

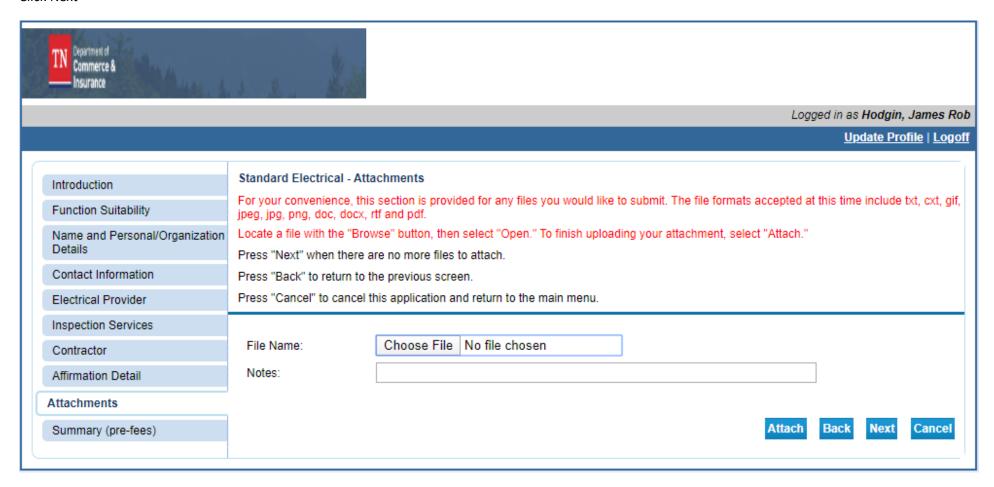
If selected as 'Home Owner' no contractor information is required.



Enter the contact information of the person appearing before Issuing Agent

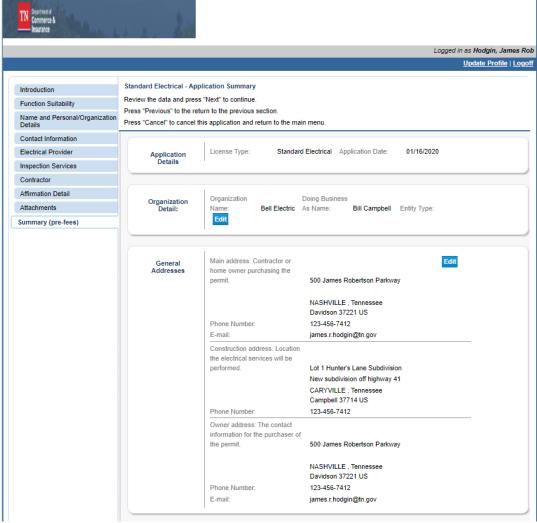


This screen is for attachments – no information is required to be attached.

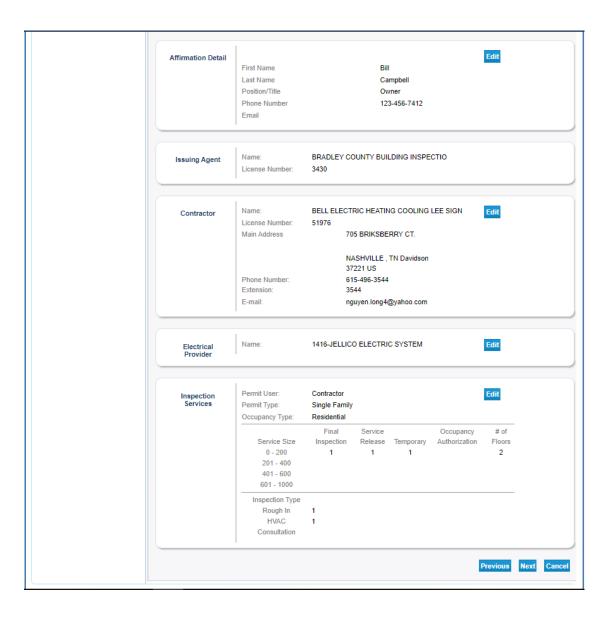


Review application summary – edit any sections as needed

If complete click Next

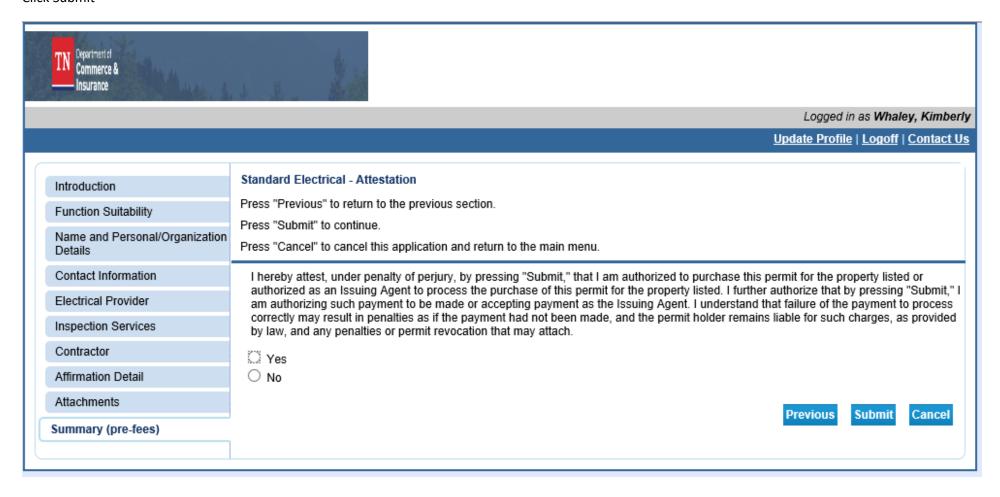






Enter the response to the attestation

Click Submit



After clicking submit the application summary will be sent via email

Application Summary

1/16/20 8:07 AM Page 1 of 3

License Type: Standard Electrical

File Number: 587914

Application: Standard Electrical

Application Date: 01/16/2020 (mm/dd/yyyy)

Organization Detail

Organization Name: Bell Electric

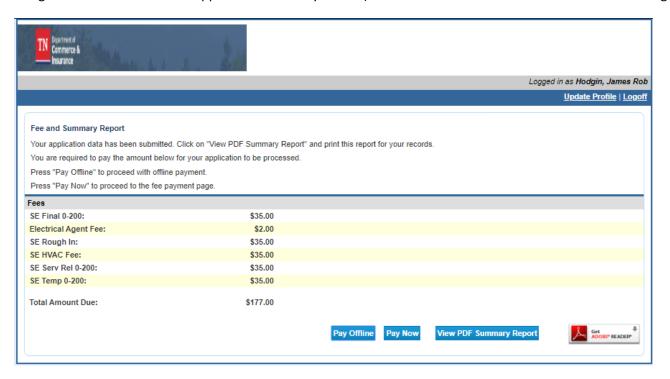
Business Name: Bill Campbell

Addresses

Main address: Contractor or home owner nurchasing the nermit

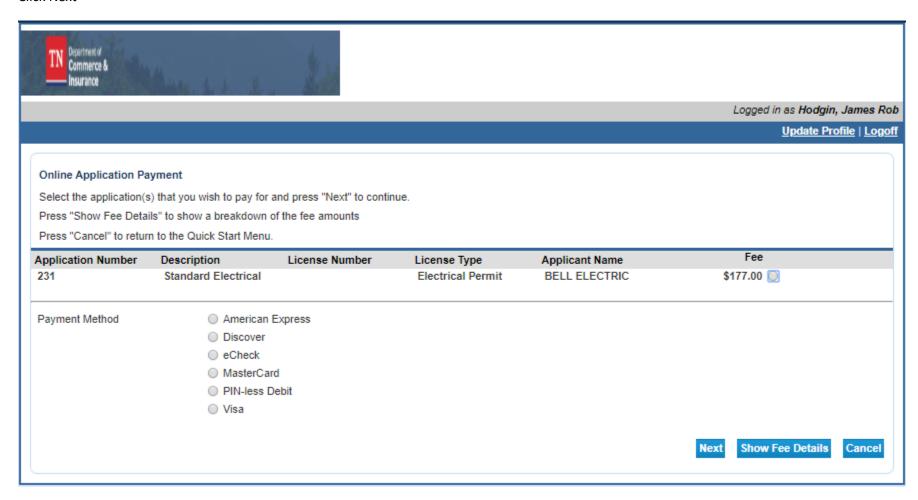
Click Pay Now for Credit Card and eCheck payments - additional instruction continue below

Click Pay Offline for Cash Payments – If it is a cash payment you will take the amount presented and then click Pay Offline – Then proceed to print the permit using the field number on the application summary email. (Instructions are included below under the heading "Print Permit")



Select the fee

Select the type of payment that the customer will be using



Click Next



Logged in as Hodgin, James Rob

Update Profile | Logoff

Confirm Payment Details

To proceed with the payment process for the displayed application(s) and payment method, click "Next".

Press "Cancel" if you wish to return to the Online Application Payment screen to select a different payment method.

Application Number	Description	Applicant Name	Fee
231	Standard Electrical	BELL ELECTRIC	\$177.00

Total \$177.00

Payment Method: American Express

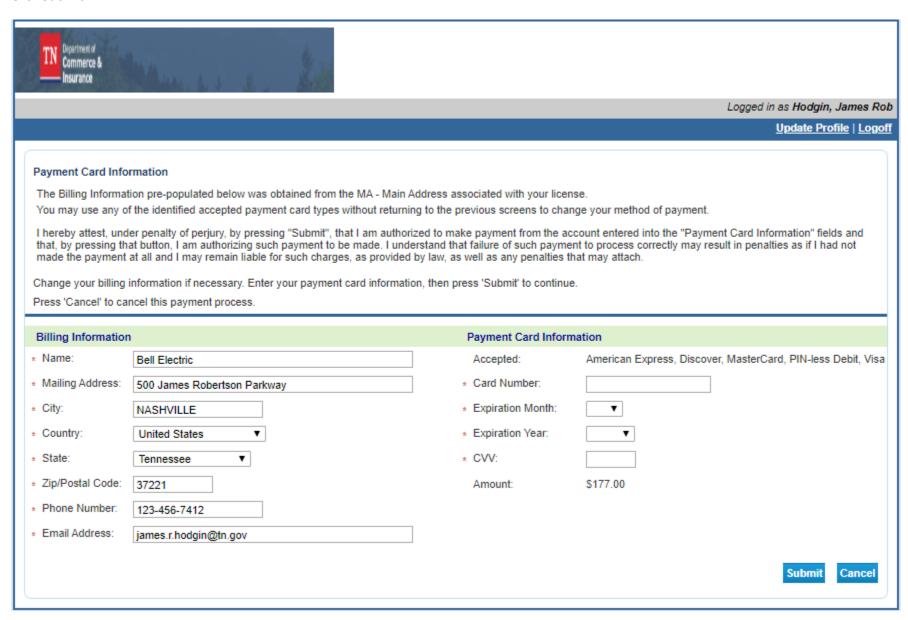




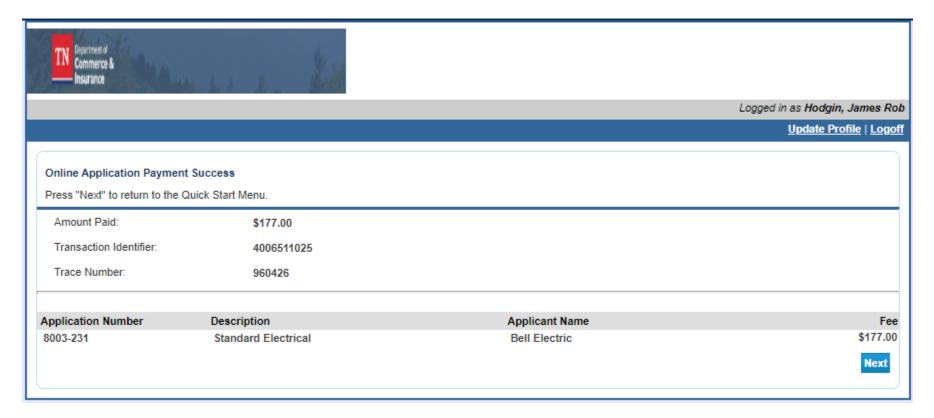
Review the Billing information with the customer and make any needed updates (information is pulled from the main address)

Enter the credit card or eCheck information

Click Submit



Payment Confirmation Screen





Tennessee Department of Commerce and Insurance

Online Payment Summary

 Amount Paid:
 177.00

 Transaction Identifier:
 4006511025

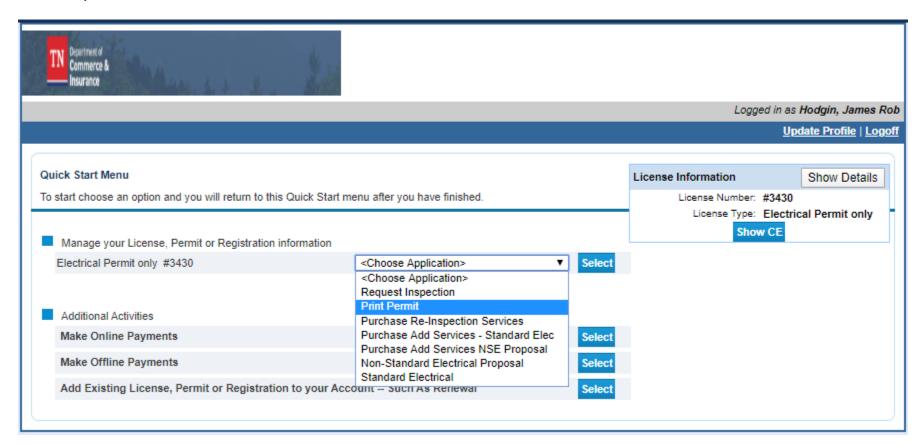
 Batch Trace Number:
 960426

 Payment Date:
 01/16/2020

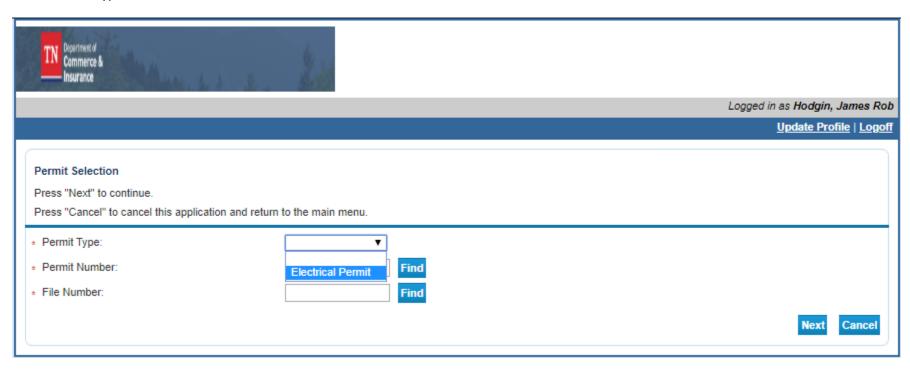
Application Number	Description	Applicant Name	Fee	Trace Number	Remitter	Beneficiary
8003-231	Standard Electrical	Bell Electric	177.00	960426	Hodgin, James Rob	Bell Electric

Print Permit

From the Quick Strat Menu select Print Permit and click select



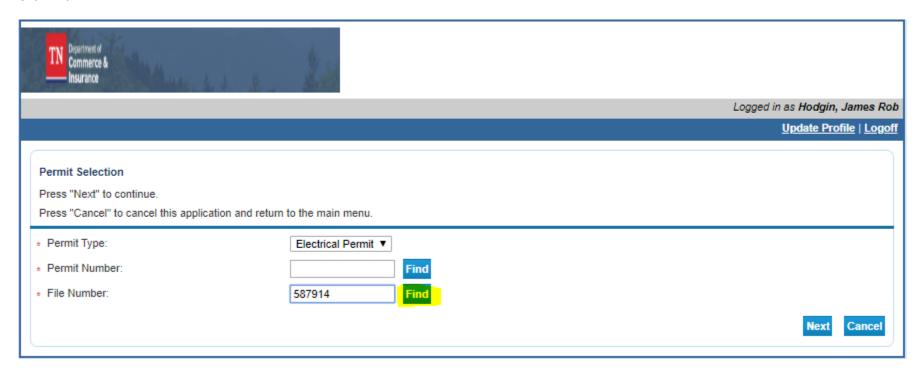
Select Permit Type



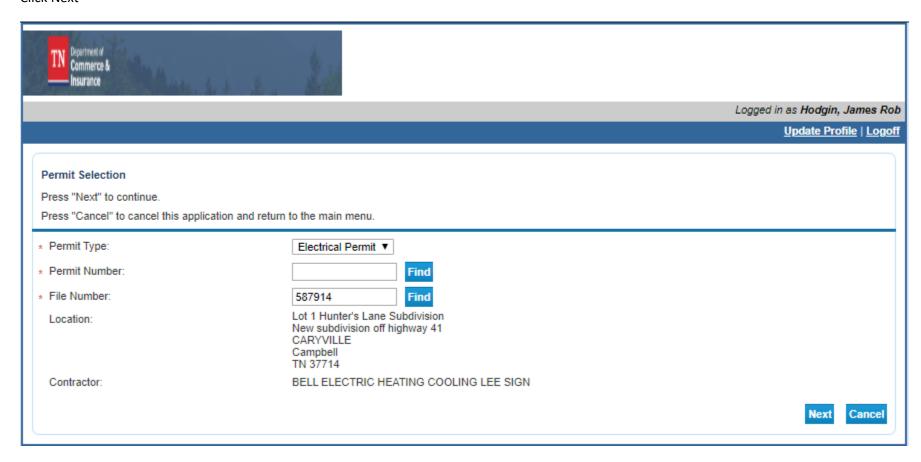
Enter the File number from the Application email

Application Summary 1/16/20 8:07 AM Page 1 of 3 License Type: Standard Electrical File Number: 587914 Application: Standard Electrical Application Date: 01/16/2020 (mm/dd/yyyy) Organization Detail Organization Name: Bell Electric Business Name: Bill Campbell Addresses

Click find



Confirm the construction location



The permit will display on the screen and you will be able to print it.

If the permit does not automatically display, ensure the you have the pop-up blocker turned off and try again.



Tel: 615-741-2981

https://www.tn.gov/commerce

Elect

Country

ELECTRICAL PERMIT

Permit #: 3670100 Entity: 1922710

Electrical Provider: 1416-JELLICO ELECTRIC Zip Code: 37714

SYSTEM

County: 47013-Campbell

Tenn. Comp. R & Regs. 0780-02-01-.05(8) A copy of the permit shall be placed in the service equipment enclosure as soon as such enclosure is installed.

Expiration Date: January 15, 2022 Issue Date: January 16, 2020

Permit Type: Single Family

Permit Owner: Bell Electric Permit Owner Phone Number: 123-456-7412

Contractor Name: Contractor Phone: 423-419-0004