



Building Division  
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## Journeyman/Master Electrical Application Online Guide

Please follow the steps below to submit your application online through PermitGNV:

**Step 1:** Go to PermitGNV: [www.permitgnv.com](http://www.permitgnv.com). Click on the login icon in the top right corner of your screen.

**Step 2:** Click Register Now. (If you have registered before, please login to your previous account and skip to step 6.)

**Step 3:** Under Registration Type, select Other.

**Step 4:** Enter your information in all the fields.

**Step 5:** Scroll down and enter your username and password. Click Submit.

**Step 6:** Then click on Services. Select Licensing. Click Apply Online.

**Step 7:** Next to Application Type, click the drop down and select Electrical.

**Step 8:** Next to Sub Type, click which type of exam you are taking. (Journeyman or Master)

**Step 9:** Fill in the required fields. Click Submit when done.

- Make sure to provide at least 3 years of work experience.

**Step 10:** Once you click Submit, it will prompt you to make a payment. Once the payment is made, your request will be sent to the Building Division for processing.

To check on the status of your application, log into your account. Click My Account. Click View My Requests. Then click on the application # you want to view. Once you're in the application, you will be able to check the status.