



**BUILDING AND ZONING DEPARTMENT  
CITY OF SPRINGFIELD, ILLINOIS**

**TO:** Applicant

**FROM:** Building & Zoning Department-Room 304, Municipal Center West

**SUBJECT:** Applications: Electrical License & ICC Electrical Test

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Attached you will find new and renewal applications for Electrical License and Electrical Contractor Registration. Please note, in order to qualify for an electrical license, the Springfield Municipal Code requires a minimum of the following:

- A. Five (5) years practical experience in the installation of electrical work with a minimum of two (2) of those years overseeing and directing electrical work or equal as approved by the Electrical Commission.
- B. Take and pass the ICC Master Electrician Exam-G16.

**Please fill out the appropriate form(s) completely.** We do not want to delay your license or contractor registration application due to lack of information. The applications may be turned in separately.

If you are applying for a contractor registration and are currently licensed from another municipality (having reciprocal testing) within the State of Illinois, and you obtained your license prior to 10/7/2007, and you have not let your license expire, please attach proof that you passed your municipality's required test. Please attach proof that your license was originally issued prior to 10/7/2007. If you are currently registered in a municipality that does not have a testing procedure in place for issuing licenses, or if your home municipality does not require a reciprocal test, and your license was issued after 10/7/2007, you may be required to show proof of having passed the ICC Master Electrician Exam.

The City of Springfield's licensing testing is provided by the International Code Council (ICC). As of January 1, 2018 the City of Springfield electrical testing no longer requires authorization and uses the ICC Master Electrician Exam-G16, based on the 2017 National Electric Code. You can also contact the ICC at 888-422-7233 or [customersuccess@iccsafe.org](mailto:customersuccess@iccsafe.org).

You will be notified in writing of the commission's determination after their meeting.

**Please note;** Passing an ICC exam does not guarantee that a license will be granted. All other requirements of the Electrical Ordinance Chapter 172 must be met prior to the issuance of an electrical license.

If you should have any questions or concerns regarding this matter, please feel free to contact the Building & Zoning Department at 217-789-2171. Kris Copelin (coordinator) or Jared Wallace (inspector) will be able to assist you.

8/29/2025