

EMAIL APPLICATIONS

(This section to be completed for application by email only.)

Charge to: MasterCard Visa Discover

Card Number: _____

Expiration Date: _____/_____

Three- or four-digit security code that is printed on the back side of the credit card: _____

Charge amount: \$ _____

Cardholder's Name (print name as it appears on card)

Authorized Signature

Date

This fee is being paid by: Applicant Employer

Building Services Licensing
Email: licensing@siouxfalls.gov

**Electrical Contractor
Class B Contractor
Sign Wiring Contractor
Fire Alarm Contractor Examination
Application and Testing Instructions
City of Sioux Falls**

General: For the **Electrical Contractor and Class B** examinations, applications can only be accepted if the applicant holds an equivalent South Dakota state license. A copy of the state license and photo ID must be submitted with this application. Applications that are incomplete, or not accompanied with the fee or state license copy, will not be processed. Applications must be received one week prior to the next scheduled testing date to qualify for testing on that date. Applicants must complete the examination within the next available three (3) test dates or reapplication would be required with an additional examination fee. City ordinance folders and test confirmation will be mailed to applicants who submitted by email and will be received at the counter for those submitted in person.

Application: This form must be legible and fully completed, signed, and dated by the applicant.

Fee: \$75.00. The fee is nonrefundable. Make check or money order payable to the City of Sioux Falls.

Examination Schedule: First Wednesday of each month at 8 a.m. Please notify our office if you are unavailable for the exam date.

Examination Location: 231 North Dakota Avenue, City Center.

Examination:

- **Electrical Contractor and Class B**—The examination consists of open- and closed-book sections with multiple choice, fill-in-the-blank, calculation, and City electrical ordinance questions. The permitted test time is four hours.
- **Sign Wiring Contractor**—The examination is open book and consists of fill-in-the-blank questions. The permitted test time is two hours.

Please bring two pencils or pens and a calculator. Scratch paper will be provided. **No cell phones are allowed in the testing room.**

Study Suggestions:

- **For Electrical and Class B Contractors**, the Electrical Board of Appeals and Examiners suggests that you study the City Electrical Ordinances (Chapter 150) and the 2020 *National Electrical Code*. For **Sign Wiring Contractor**, they suggest studying City Electrical Ordinances and Article 600 of the 2020 *National Electrical Code*.

License:

You must apply for your license within 90 days after passing the examination or you will be required to retest.

Mail To: Building Services, Attention: Licensing, 231 North Dakota Avenue, P.O. Box 7402, Sioux Falls, SD 57117-7402; Licensing Phone: 605-367-8672; Main Office Phone: 605-367-8670; Email: licensing@siouxfalls.gov.

We recommend that you park at a meter that you can pay for up to four (4) or more hours. There are several of these meters near the City Center. A map can be sent upon emailed request. You can also use the PARK SMARTER™ app to help with parking.

Be sure not to park in any parking ramps or assigned parking areas.

The Building Services department is not responsible for any parking issues that arise while you are testing due to unauthorized parking or failure to pay meter costs including, but not limited to, any parking tickets or towing.

Downtown parking information can be found at www.siouxfalls.gov/parking.

Electrical Examination Dates

Electrical Examinations are given at **8 a.m.** at the City Center, 231 North Dakota Avenue, Sioux Falls, SD. Please note that the City Center doors unlock at 7:55 a.m. Examinations are scheduled the first Wednesday of every month.

Filing deadline to apply for the examination is the Wednesday prior to the exam. Schedule and location are subject to change; please contact Building Services to verify at 605-367-8670.

Exam Dates	Filing/Application Deadline
May 1, 2024	April 24, 2024
June 5, 2024	May 29, 2024
July 3, 2024	June 26, 2024
August 7, 2024	July 31, 2024
September 4, 2024	August 28, 2024
October 2, 2024	September 25, 2024
November 6, 2024	October 30, 2024
December 4, 2024	November 27, 2024
January 1, 2025	December 26, 2024*
February 5, 2025	January 29, 2025
March 5, 2025	February 26, 2025
April 2, 2025	March 26, 2025
May 7, 2025	April 30, 2025
June 4, 2025	May 28, 2025
July 2, 2025	June 25, 2025
August 6, 2025	July 30, 2025
September 3, 2025	August 27, 2025
October 1, 2025	September 24, 2025
November 5, 2025	October 29, 2025
December 3, 2025	November 26, 2025
January 7, 2026	December 31, 2026
February 4, 2026	January 28, 2026
March 4, 2026	February 25, 2026
April 1, 2026	March 25, 2026
May 6, 2026	April 29, 2026
June 3, 2026	May 27, 2026
July 1, 2026	June 24, 2026
August 5, 2026	July 29, 2026
September 2, 2026	August 26, 2026
October 7, 2026	September 30, 2026
November 4, 2026	October 28, 2026
December 2, 2026	November 25, 2026

* Indicates date change due to schedule conflict.