

MEMORANDUM

TO: ACTIVE CONTRACTORS

FROM: JANIS HUBBARD, ADMINISTRATOR
CONSTRUCTION INDUSTRIES BOARD

RE: NOTIFICATION FORMS

September 1, 1993, Senate Bill 135 amended the Plumbing, Electrical, and Mechanical Licensing Acts to require that any individual, business, company, corporation, association, or other entity shall provide notice to the Construction Industries Board when installing, modifying, or altering plumbing, electrical, or mechanical systems in any incorporated area of this state which does not require a permit and have an appointed inspector to perform inspections.

Simply stated, if you are performing certain plumbing, electrical, or mechanical work on any property in cities or towns that have not adopted a nationally recognized code, do not require permits, or perform inspections, it will be necessary for you to notify the Construction Industries Board of the work.

If the work is to be concealed, notification is required 72 hours before the work is concealed; otherwise notification is required within seven (7) days of commencement of work.

Notification will not be required for normal minor repair work, which does not violate the manufacturer's requirements.

The notification form included on the back of this memorandum lists the types of work for which notification is required. We have included the investigator's areas and their cell phone numbers. If you have questions, feel free to contact your area investigator.

(THE NOTIFICATION FORM ON THE REVERSE SIDE CAN BE DUPLICATED)

INVESTIGATOR	CELL PHONE #	COUNTIES SERVED
PLUMBING		
Jim George	405-659-2522	Beaver, Cimarron, Texas
Tim Hillman	405-659-2204	Canadian, Cleveland, Grady, Haskell, Hughes, Latimer, McClain, McIntosh, Okfuskee, Oklahoma, Pittsburg, Pottawatomie, S. LeFlore, Seminole
George Truitt	405-659-2951	Adair, Cherokee, Craig, Delaware, Mayes, Muskogee, N. LeFlore, Nowata, Okmulgee, Ottawa, Rogers, Sequoyah, Tulsa, Wagoner
Larry Jones	405-659-2512	Beckham, Blaine, Caddo, Comanche, Cotton, Custer, Dewey, Ellis, Greer, Harmon, Harper, Jackson, Kiowa, Roger Mills, Tillman, Washita, Woods, Woodward
Cody Davis	580-980-4049	Atoka, Bryan, Carter, Choctaw, Coal, Garvin, Jefferson, Johnston, Love, Marshall, McCurtain, Murray, Pontotoc, Pushmataha, Stephens
Buddy Osborn	580-716-8842	Alfalfa, Creek, Garfield, Grant, Kay, Kingfisher, Lincoln, Logan, Major, Noble, Osage, Pawnee, Payne, Washington
ELECTRICAL		
Ronald Morris	405-640-9169	Cimarron, Texas, Beaver, Payne, Lincoln
Ray Howard	580-744-0441	Cleveland, Comanche, Grady, McClain, Pottawatomie, Seminole, Stephens
Greg Myers	918-285-1556	Adair, Cherokee, Craig, Creek, Delaware, Mayes, Muskogee, Nowata, Okfuskee, Okmulgee, Osage, Ottawa, Rogers, Sequoyah, Tulsa, Wagoner, Washington
Derric Pruitt	405-919-1139	Alfalfa, Blaine, Canadian, Garfield, Grant, Harper, Kay, Kingfisher, Logan, Major, Noble, Oklahoma, Pawnee, Woods, Woodward
Gary Williamson	405-659-2916	Beckham, Caddo, Cotton, Custer, Dewey, Ellis, Greer, Harmon, Jackson, Jefferson, Kiowa, Roger Mills, Washita
Steve Yeager	405-919-4861	Atoka, Bryan, Carter, Choctaw, Coal, Garvin, Haskell, Hughes, Johnston, Latimer, LeFlore, Love, Marshall, McCurtain, McIntosh, Murray, Pittsburg, Pontotoc, Pushmataha
MECHANICAL		
Gary Kirk	405-659-2631	Canadian, Cleveland, Custer, Lincoln, Logan, McClain, Oklahoma, Payne, Pottawatomie, Seminole
Robert Newberg	580-222-8741	Alfalfa, Beaver, Blaine, Cimarron, Dewey, Ellis, Garfield, Grant, Harper, Kay, Kingfisher, Major, Noble, Texas, Woods, Woodward
Charles Scott	405-659-7712	Haskell, Hughes, Latimer, LeFlore, McIntosh, Muskogee, Okfuskee, Okmulgee, Pittsburg, Sequoyah
David Veteto	918-285-6877	Adair, Cherokee, Craig, Creek, Delaware, Mayes, Nowata, Osage, Ottawa, Pawnee, Rogers, Tulsa, Wagoner, Washington
Richard Hager	405-659-7731	Canadian, Cleveland, Custer, Lincoln, Logan, McClain, Oklahoma, Payne, Pottawatomie, Seminole
Steve Guerrero	405-659-2687	Beckham, Caddo, Comanche, Cotton, Grady, Greer, Harmon, Jackson, Jefferson, Kiowa, Roger Mills, Stephens, Tillman, Washita
Greg Walker	405-568-7835	Atoka, Bryan Carter, Choctaw, Coal, Garvin, Johnston, Love, Marshall, McCurtain, Murray, Pontotoc, Pushmataha

FOR OFFICE USE ONLY
Date Received: _____ Tracking Number: _____

Building, Electrical, Mechanical, and Plumbing Notification Form

FILL OUT THE FOLLOWING COMPLETELY:

Contractor's Name _____ Phone _____

Control Number _____ Company Name _____

Note: The Control Number is located in the top right hand corner of your license.

Customer's Name _____ Phone (____) _____

Address of Inspection (Job Site) _____ City _____

Directions to Location _____ County of Job Site _____

Scheduled Date(s) of Job _____ through _____

Please Circle Type of Work Performed

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| <u>Electrical</u>
New Service/Construction
Wiring Extension
Replacement Wiring
Adding Circuits | <u>Mechanical</u>
Existing Equipment
New Installation
Outside Unit
Inside Unit
Duct Work
Hood System
Gas Piping | <u>Plumbing</u>
Gas Piping
New Construction
Remodel
Replace Water Service
Replace Sewer Service
Replace Water Heater |
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MAIL COMPLETED FORM TO: CONSTRUCTION INDUSTRIES BOARD, 2401 NW 23rd Street, Suite 2F, OKLAHOMA CITY, OK 73107