

## **IMPORTANT ELECTRICAL RENEWAL AND NEW LICENSE INFORMATION**

The Electrical Division is working diligently to process the renewal of licenses and issuance of initial licenses. Unfortunately the division is running behind in processing and printing licenses compared to years past. We appreciate your patience as we continue to adapt to our new licensing software system and hope this will be a much smoother process in the future. Submissions are processed in the order they are received, and our goal is to process all renewals by the end of the calendar year.

### **Renewal License Confirmation**

If you would like to confirm whether or not the renewal of your license has been processed, please click on this link <https://aca3.accela.com/lara/> and search under “License Number” to search for all types of Electrical Licenses (at the top of the search page). This will allow you to view your expiration date. If the expiration date is **12/31/2018** for contractors, or **12/31/2016** for all other electrical license types, then your license has been renewed. (Please refer to instructions on second page.)

### **New License Confirmation**

This same process can be used to confirm if a **new license** application has been received and processed. However, in this case, you would need to search by “Name” and “License Type” to obtain your new license number. Please note, if you are searching by name, you **MUST** also enter a “License Type” in order to get a result. **This number can be used until you receive your paper license in the mail.** (Please refer to instructions on second page.)

### **Licensee Information**

The license information listed on the LARA website <https://aca3.accela.com/lara/> may be recognized as a license and all the authority granted with that specific license. Enforcing agencies may rely on this information to issue permits, or may choose to validate this information by contacting the Electrical Division at: [bccelec@michigan.gov](mailto:bccelec@michigan.gov) or (517) 241-9320.

Please refer to the screen shots below for further instructions on how to search licensee information:

First click <https://aca3.accela.com/lara/> and then “Search for a Licensee”:

**General Information**

- Lookup Property Information
- Search for a Exam/Education Provider
- Search for a Licensee 

**Licenses**

- Track & Renew Licenses

**To Search by License Number (All Electrical License Types):**

**Search for Licensee**

License Type:

Business Type

License Number:



**To search by Name or Business Name:**

**Search for Licensee**

License Type:



Business Type

License Number:

First Name:



Middle Initial:

Last Name:



Business Name:

