



Electrical
Safety
Authority

Ontario's Electrical Product Approval Requirements

Before an electrical product or piece of electrical equipment is used, sold, displayed or advertised for sale in Ontario, it must be approved by an accredited certification or inspection body. The item must carry the official mark or label of the agency which indicate that the product has been independently assessed for safety. *See the list of recognized marks and labels on the back of this card.*



LOOK FOR THE MARK OR LABEL

before you buy, install or
use an electrical product.



REPORT an unsafe
electrical product to ESA
at [www.esasafe.com/
electricalproducts](http://www.esasafe.com/electricalproducts) or
call **1-877-ESA-SAFE**.

THE LAW

The Ontario Electrical Safety Code and Ontario Regulation 438/07 both require that all electrical products, devices and equipment be approved before they can be sold. These rules define the standards for safe electrical products and electrical installations in Ontario, and when followed, protect the public, workers, contractors and business owners.

Failure to comply with the Code and Regulation is an offence and upon conviction a corporation may be found liable to a fine up to \$1 million and a person or director/officer of a corporation could be fined up to \$50,000 and/or imprisonment of not more than one year.

Installation and connection of unapproved electrical equipment is against the law, puts people at risk and is liable to prosecution.

Recognized Certification Markings



Recognized Component Certification Markings



Recognized Field Evaluation Markings



Recognized Panel-Only Field Evaluation Markings



To view the current marking list, visit the [Electrical Product Safety](http://esasafe.com) section at esasafe.com



ONTARIO PROVINCIAL REQUIREMENTS FOR EXHIBITING ELECTRICAL EQUIPMENT AT TRADE SHOWS

The Ontario Electrical Safety Code (Ontario Regulation 10/02) is the provincial regulation that defines the minimum requirements for electrical installations and electrical products in Ontario. The Electrical Safety Authority is responsible for enforcement of the Ontario Electrical Safety Code.

Rule 2-022 of the Ontario Electrical Safety Code requires that any electrical equipment that is being displayed, offered for sale, or used in any show/convention/or similar exhibition **SHALL BE APPROVED**. At Trade or Consumer shows, unapproved electrical equipment will only be permitted to be displayed (not energized) when the Electrical Safety Authority gives permission through the Permission to Show. Failure to comply with the Ontario Electrical Safety Code could result in charges under the Electricity Act

Electrical equipment is considered approved if it bears the certification mark or Field Evaluation label of an organization that has been accredited by the Standards Council of Canada to approve electrical equipment. If these markings are missing, the equipment is considered to be unapproved. Bulletin 2-7-* (*indicates latest version) shows all approved certification marks or Field Evaluation markings accepted in Ontario. Since markings are updated regularly visit our web site at www.esasafe.com (electrical product safety section) for a current listing.

Note - Electrical equipment shall be approved as an assembled unit. The exhibitor is expected to make every reasonable effort to have electrical equipment approved prior to the show.

Permission to Show:

Exhibitors with unapproved electrical equipment that wish to display but not to connect or provide electricity to the equipment, must complete the Permission to Show Notification and pay the fee indicated for unapproved electrical equipment that will be displayed but not energized. Exhibitors will be provided with a sales receipt which must be available to inspectors on show site at all times.

The “Permission to show” Notification does not permit the connection/energization of unapproved electrical equipment.

Permission to Energize – Trade Shows only:

Exhibitors that wish to connect and energize (provide electricity to) unapproved electrical equipment, must complete the Permission to Energize Notification and pay the Permission to Energize fee indicated for each piece of unapproved electrical equipment. Exhibitors are not required to complete the Permission to Show Notification for the same piece of equipment. The following conditions apply:

1. If no imminent hazards are present, ESA will permit the equipment to be energized “for demonstration purposes only”.
2. A sign/notice will be affixed to the equipment (prominently displayed) indicating “This equipment is not approved for sale in Ontario and is “Energized for demonstration purposes only”. Our ESA Inspectors will provide exhibitors with this notice.
3. The “Permission to Energize” is only valid for the duration of the show, and cannot be carried forward or extended for subsequent shows in other cities.
4. The “Permission to Energize” notification allows the equipment to be wired to an available junction box or disconnect as provided by the on-site electrical contractor.
5. “Permission to Energize” is available for Trade shows only, **not** Consumer shows.



PERMISSION TO SHOW NOTIFICATION

This notification does not permit the connection/energization of unapproved electrical equipment

Please send your completed notification with payment information to:

Fax: 1 (800) 667-4278
 Email: esa.cambridge@electricalsafety.on.ca

Mail to: Electrical Safety Authority
 400 Sheldon Drive, Unit 1
 Cambridge, Ontario N1T 2H9

For more information call: 1 (877) ESA-SAFE (372-7233)

ESA Account #: _____

Date: _____

| Payment Method | |
|--|--|
| <input type="checkbox"/> Charge to ESA Account | Credit Card ESA Account customer – provide the last 4 digits of the card saved on file with ESA _____ |
| <input type="checkbox"/> Cheque / Money Order Attach the cheque / money order to the completed form and mail to the address noted above. | Non-account customer – DO NOT submit this form to pay by credit card. To comply with Credit Card Payment security requirements, an ESA representative will contact you during regular business hours Mon-Fri 7:00AM-4:30PM to process your credit card payment. Please DO NOT include any credit card information on this form. |

The fee is \$61 + \$7.93 HST = \$68.93 per booth

Please provide the following information

| COMPANY INFORMATION | | | |
|---|--------------|------------------------|-------|
| COMPANY NAME: _____ | | ATTENTION: _____ | |
| MAILING ADDRESS: _____ | | | |
| CITY: _____ | | PROVINCE: _____ | |
| POSTAL/ZIP: _____ | | COUNTRY: _____ | |
| PHONE: _____ | | FAX: _____ | |
| SHOW INFORMATION | | | |
| NAME OF SHOW: _____ | | | |
| SHOW LOCATION: Metro Toronto Convention Centre | | | |
| ADDRESS: _____ | | | |
| SHOW DATES: Starting: _____ | | Ending: _____ | |
| BOOTH #: _____ | | CONTACT AT SHOW: _____ | |
| CONTACT cell #: _____ | | CONTACT email: _____ | |
| LIST OF UNAPPROVED ELECTRICAL EQUIPMENT TO BE SHOWN | | | |
| Quantity | Manufacturer | Description | Model |
| | | | |
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By submitting personal information to the Electrical Safety Authority, or its agents and service providers, you agree that ESA may collect, use and disclose such personal information in accordance with its privacy policy, applicable laws or pursuant to our administrative agreement with the Province of Ontario. If you provide us with the personal information on behalf of another individual, you represent that you have all necessary authority and/or have obtained all necessary consents from such individual to enable us to collect, use and disclose such personal information for the purposes set forth in our Privacy Policy. A copy of our policy is located on our website at www.esasafe.com



PERMISSION TO ENERGIZE NOTIFICATION TRADE SHOW ONLY

(Not Applicable to Consumer Shows)

Please send your completed notification with payment information to:

Fax: 1 (800) 667-4278
Email: esa.cambridge@electricalsafety.on.ca

Mail to: Electrical Safety Authority
400 Sheldon Drive, Unit 1
Cambridge, Ontario N1T 2H9

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ESA Account #: _____

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| Payment Method | |
|---|--|
| <input type="checkbox"/> Charge to ESA Account <input type="checkbox"/> Cheque / Money Order Attach the cheque / money order to the completed form and mail to the address noted above. | Credit Card ESA Account customer – provide the last 4 digits of the _____ card saved on file with ESA Non-account customer – DO NOT submit this form to pay by credit card. To comply with Credit Card Payment security requirements, an ESA representative will contact you during regular business hours Mon-Fri 7:00AM-4:30PM to process your credit card payment. Please DO NOT include any credit card information on this form. |

The fee is \$140 + \$18.20 HST = \$158.20 per item of equipment

Please provide the following information:

| COMPANY INFORMATION | | | |
|---|--------------|------------------------|-------|
| COMPANY NAME: _____ | | ATTENTION: _____ | |
| MAILING ADDRESS: _____ | | | |
| CITY: _____ | | PROVINCE: _____ | |
| POSTAL/ZIP: _____ | | COUNTRY: _____ | |
| PHONE: _____ | | FAX: _____ | |
| TRADE SHOW INFORMATION | | | |
| NAME OF SHOW: _____ | | | |
| SHOW LOCATION: Metro Toronto Convention Centre | | | |
| ADDRESS: _____ | | | |
| SHOW DATES: Starting: _____ | | Ending: _____ | |
| BOOTH #: _____ | | CONTACT AT SHOW: _____ | |
| CONTACT cell #: _____ | | CONTACT email: _____ | |
| LIST OF UNAPPROVED ELECTRICAL EQUIPMENT TO BE ENERGIZED | | | |
| Quantity | Manufacturer | Description | Model |
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By submitting personal information to the Electrical Safety Authority, or its agents and service providers, you agree that ESA may collect, use and disclose such personal information in accordance with its privacy policy, applicable laws or pursuant to our administrative agreement with the Province of Ontario. If you provide us with the personal information on behalf of another individual, you represent that you have all necessary authority and/or have obtained all necessary consents from such individual to enable us to collect, use and disclose such personal information for the purposes set forth in our Privacy Policy. A copy of our policy is located on our website at www.esasafe.com