



CHERIE BERRY
COMMISSIONER

THOMAS M. CHAMBERS
BUREAU CHIEF
ELEVATOR AND AMUSEMENT DEVICE BUREAU

11 ITEM CHECK LIST FOR ELEVATORS AND RELATED DEVICES

- 1- Fire service complete
- 2- Hoist way, machine room, pit, car top free of debris
- 3- Phone working
- 4- Machine room door and all related assembly in place
- 5- All elevator related equipment complete; hall buttons, car station secure and working
- 6- Car cab complete
- 7- Completed hoist way
- 8- Lighting at elevator lobbies installed and working
- 9- All fire alarm initiating devices installed, pre tested and working
- 10- Completed pit area, ladder, lighting, initiating device, sump pump and drains
- 11- AWS certifications provided for all staff /contractors that performed welding related to the installation of the elevator equipment.

Please use this list to determine if the job is ready for inspection.

Note: If one of the above items is not complete at the time of inspection, the company is not ready for inspection and the inspector will complete the paperwork and leave the location.

NC state identification number(s) of unit(s) ready for inspection:

No. _____

No. _____

No. _____

No. _____

No. _____

No. _____

No. _____

No. _____

Building Contractor

Elevator Contractor