



Application to Install, Alter or Repair  
Please TYPE and submit ALL copies to:

North Carolina Department of Labor  
Elevator and Amusement Device Bureau  
1101 Mail Service Center  
Raleigh, North Carolina 27699-1101  
(919) 707-7927  
dol.elevatormail@labor.nc.gov

N.C. No.:  
Inspector:  
County:

FOR OFFICE USE ONLY

Application  
Expiration Date:

Attach exceptions or variances applied for on separate sheet. Acceptance Subject to Final Field Inspection.  
Complete One Application per Unit

New installation: (Type of equipment—elevator (passenger, freight), escalator, dumbwaiter, etc.)

Alteration: (State No. Plan or Contract #

Repair/replacement: (State No. Contract Price \$

\*\*Scope of work pg. 2

1. Electrical contractor: License #:

2. Building name & no.: No. of stories:

3. New equipment/alteration location: City: County: Street & number: ZIP:

4. Owner: City: State Street & number: ZIP:

5. Architect: Address: ZIP:

6. Building contractor: Address: ZIP:

7. Equipment installer: Address: ZIP:

8. Equipment manufacturer: Address: ZIP:

9. Machine room location: Type driving machine: (Above, adjacent, remote) (Electric traction, hydraulic, etc.)

10. Rated load: No. of landings served: No. of openings to car: (Pounds) (Front and Rear) (One or Two)

11. Power: Speed in FPM: Travel in feet: (Volts, Phase, Cycle)

12. Type of operation: Type of control: (Collective, Sel-Coll. SAPB, etc.) (Gen. Field, Static, A.C.)

Equipment to be installed, altered, or replaced/repaired will comply with the following codes or standards:  
(Please check all codes with which equipment complies)

National Code or Standard	Code Edition
<input type="checkbox"/> A17.1: Safety Code for Elevators, Dumbwaiters, Escalators, and Moving Walks	A17.1
<input type="checkbox"/> A18.1: Safety Standard for Platform Lifts and Stairway Chairlift	A18.1
<input type="checkbox"/> A17.3: Safety Code for Existing Elevators and Escalators	A17.3
<input type="checkbox"/> A10.4: Safety Requirements for Personnel Hoist	A10.4
<input type="checkbox"/> A90.1: Safety Standards for Manlifts	A90.1
<input type="checkbox"/> NFPA 70 (ANSI C1): National Electrical Code	NFPA
Building Plan Approval Date:	

North Carolina Rules and Regulations

☐ NCAC 15.0201: Elevator Safety Code (including amendments to A17.1)

North Carolina State Building Codes

☐ Volume 1—Chapter 30: Elevators and Conveying Systems

☐ Volume 1—Chapter 4 (Section 403): Special Provisions for High Rise Buildings

☐ Volume 1-A (Section 1008): Special Safety to Life Requirements Applicable to Existing High Rise Buildings

☐ Volume 1-C Chapter 15: N.C. Accessibility Code: Elevators and Platform Wheelchair Lifts

**Scope of work:** Explain in detail alteration(s) or repair/replacement performed and equipment replaced. Include all associated Code References.

**Required Documents:**

Notarized Contract

Plans and Drawings

The undersigned certifies that the information contained in this application is true and accurate to the best of his or her knowledge.

E-mail Address:\_\_\_\_\_

Company:\_\_\_\_\_

Address:\_\_\_\_\_

\_\_\_\_\_  
Telephone Number: \_\_\_\_\_

Signed:\_\_\_\_\_