



GENERAL INFORMATION

Annual and 5-year third-party elevator inspections must be performed by a qualified elevator inspector and/or mechanic and submitted to the Building Official. This Elevator Inspection Report (EIR) must be included with the inspection documents. Third-party inspections may be submitted online at <https://permits.harrisonburgva.gov/> or via email to permits@harrisonburgva.gov.

PROPERTY INFORMATION

Property Address _____ Residential: ___ Yes / ___ No

TYPE OF ELEVATOR

- | | | |
|-------------------------------------|------------------------------------|--------------------------------------|
| <input type="checkbox"/> Chair Lift | <input type="checkbox"/> LU/LA | <input type="checkbox"/> Residence |
| <input type="checkbox"/> Conveyor | <input type="checkbox"/> Manlift | <input type="checkbox"/> Stair Lift |
| <input type="checkbox"/> Freight | <input type="checkbox"/> Passenger | <input type="checkbox"/> Other _____ |
| <input type="checkbox"/> Lift | <input type="checkbox"/> Platform | |

ELEVATOR DETAILS

Code cycle (year): _____

Name of business where the elevator is located: _____
 Make and Model: _____ Elevator Serial Number: _____
 Capacity (lbs.) _____ Maximum number of passengers: _____ Speed: _____

OWNER/AGENT CONTACT INFORMATION

Owner/Agent Name/Title _____ Title _____
 Mailing Address (if different from property address) _____ Phone _____
 City _____ State _____ Zip _____ E-Mail _____

INSPECTOR INFORMATION

Inspector Name: _____ Inspection Agency: _____
 Elevator Tech Name: _____ Certification #: _____

INSPECTION / TEST RESULTS

6-Month _____ Annual Inspection _____ 5-Year Inspection _____ Result: Pass _____ Fail _____

AHJ to issue new certificate: Yes _____ No _____

Notes:

This equipment has been inspected and/or tested in accordance with all code requirements and the Building Official's third-party inspection policy.

Inspector Signature: _____ Date: _____

ADDITIONAL CONTACTS (Optional)

Contact Type (Owner, Engineer, Contractor, MLA, Etc.)

Name

Company

Address

City State Zip

Telephone

E-Mail

Contact Type (Owner, Engineer, Contractor, MLA, Etc.)

Name

Company

Address

City State Zip

Telephone

E-Mail

Contact Type (Owner, Engineer, Contractor, MLA, Etc.)

Name

Company

Address

City State Zip

Telephone

E-Mail

Contact Type (Owner, Engineer, Contractor, MLA, Etc.)

Name

Company

Address

City State Zip

Telephone

E-Mail