



Colorado Department of Labor and Employment
 Division of Oil and Public Safety – Conveyance Program
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Conveyance Permit Application

(Revised 5/24/2016)

The [Conveyance Regulations](#) require the submission of processing fees and a permit application stating the intent to install or alter a conveyance to the Conveyance Program 30 days prior to construction. Construction plans must be available upon request. Complete and submit this application, and the associated fees, to state the intent to install or alter a conveyance. No installation or alteration construction activities shall begin until the Conveyance Program has issued a permit. One application can be submitted for multiple installations or alterations, provided that all work or installations are identical.

Application Type (with Associated Fee)

Installation (\$300.00)

Alteration (\$150.00)

Property Information

Building Name:			
Address:			
City:		County:	
		ZIP:	

Owner Information

Owner/Management Company:			
Address:			
City:		State:	
		ZIP:	
Contact Name:			
Phone Number:			
Email Address:			

Conveyance Contractor Information

Contractor Company:			
Contact Name:			
Phone Number:			
Email Address:			

Conveyance Information

Manufacturer:		Model:	
Conveyance Type:		Rated Load:	lbs
Rated Speed:	fpm	Total Rise:	ft in
# of Landings:		Install Year (if alteration):	

Conveyance ID #	Local ID #	Job Contract #

Alteration Information			
<i>Elevator</i>			
Scope of Alteration:			
Other Scope (if not included above):			
Additional Information:			
<i>Escalator or Moving Walk</i>			
Scope of Alteration:			
Other Scope (if not included above):			
Additional Information:			
<input type="checkbox"/> Check this box to verify that the following information has been considered. <ul style="list-style-type: none"> • Sprinklers are required in the pit for newly-installed hydraulic elevators per NFPA 13. • Sprinklers are required at the top of the hoistway for all belted systems not meeting the UL fire rating per NFPA 13. • The OPS Conveyance Program does allow time-delay shunting prior to sprinkler activation. 			
Owner or Contractor Certification			
I certify that all components of the entire proposed installation or alteration have been verified by the conveyance manufacturer or component manufacturer to meet all code-required¹ safety factors for all loads, forces, impacts and general requirements as stated in the currently adopted versions of code.			
Owner/Contractor Name:			
Title:			
Signature:		Date:	

¹ Includes but is not limited to ASME, NFPA, ICC, local jurisdiction ordinances and other codes that are applicable to the installation or alteration of the conveyance(s).