



## Office of the State Fire Marshal

---

### MEMORANDUM

**TO:** All Illinois Licensed Contractors

**FROM:** Bob Capuani, Director  
Elevator Safety Division

**DATE:** December 9, 2009

**RE:** CONVEYANCE REGISTRATION AND APPLICATIONS FOR  
CERTIFICATES OF OPERATION

The Elevator Safety and Regulation Act, Public Act 096-0054, was signed on July 23, 2009. Section 80 and Section 95 state that the responsibility for registering a conveyance and applying for a Certificate of Operation falls upon **the owner** of the conveyance and not the elevator contractor. We have been receiving registration applications and certificate of operation applications from contractors since that time. This is to advise you that this is not your responsibility. Language from the Act is as follows:

(225 ILCS 312/80)

(Section scheduled to be repealed on January 1, 2013)

Sec. 80. Registration of existing elevators, platform lifts, dumbwaiters, escalators, moving walks, and any other conveyance.

Within 6 months after the date of the adoption of the final rules that implement this Act, the owner or lessee of every existing conveyance shall register with the Administrator each elevator, dumbwaiter, platform lift, escalator, or other device described in Section 10 of this Act and provide the type, rated load and speed, name of manufacturer, its location, the purpose for which it is used, and such additional information as the Administrator may require. Elevators, dumbwaiters, platform lifts, escalators, moving walks, or other conveyances of which construction has begun subsequent to the date of the creation of the Board shall be registered by the owner at the time they are completed and placed in service.

(Source: P.A. 94-698, eff. 11-22-05; 95-573, eff. 8-31-07.)

(225 ILCS 312/95)

Sec. 95. New installations; annual inspections and registrations.

(a) All new conveyance installations regulated by this Act shall be performed by a person, firm, or company to which a license to install or service conveyances has been issued.

Subsequent to installation, the licensed person, firm, or company must certify compliance with the applicable Sections of this Act. Prior to any conveyance being used, the property owner or lessee must obtain a certificate of operation from the Administrator or Local Administrator. A fee as authorized by Section 35 of this Act or as set by the Local Administrator shall be paid for the certificate of operation. It shall be the responsibility of the owner ~~licensed elevator contractor~~ to complete and submit first time registration for new installations.

(Source: P.A. 94-698, eff. 11-22-05.)

ed