

# ELEVATOR INSPECTION FORM



Company Info

Name \_\_\_\_\_  
 Address \_\_\_\_\_  
 City St Zip \_\_\_\_\_  
 Phone \_\_\_\_\_ Fax \_\_\_\_\_



Date: \_\_\_\_\_  
 Code Edition: ASMEA17.1 \_\_\_\_\_ A17.3 \_\_\_\_\_  
 V/T/C \_\_\_\_\_  
 ID # \_\_\_\_\_ Convey # \_\_\_\_\_

Address \_\_\_\_\_ Unit \_\_\_\_\_ Inspection & Test  Routine  Periodic  Acceptance  
 Bldg. Name \_\_\_\_\_ Make \_\_\_\_\_ Power \_\_\_\_\_ FL/PT \_\_\_\_\_  
 Bldg. Rep. \_\_\_\_\_ Speed \_\_\_\_\_ fpm Capacity \_\_\_\_\_ Em Ph \_\_\_\_\_  
 Phone No. \_\_\_\_\_ Em Light \_\_\_\_\_

	OK	NG	NA		OK	NG	NA	
<b>1. ELEVATOR-INSIDE OF CAR</b>								
1.1 Door reopening device	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	2.24 (T) AC drives from a DC source	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	3.25 (T) Car, overhead, & deflector sheaves
1.2 Stop switches	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	2.25 (T) Traction sheaves	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	3.26 (T) Broken rope, chain, or tape switch
1.3 Operating control devices	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	2.26 (T) Secondary & deflector sheaves	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	3.27 Crosshead data plate & rope data tags
1.4 Sills & car floor	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	2.27 (T) Rope fastenings	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	3.28 Counterweight & counterweight buffer
1.5 Car lighting & receptacles	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	2.28 (T) Terminal stopping devices	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	3.29 Counterweight safeties
1.6 Car emergency signal-lighting	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	2.29 (T) Car & counterweight safeties	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	3.30 Speed test
1.7 Car door or gate	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	2.30 Hydraulic power unit	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	3.31 Slack rope device-roped hydr elevs (*)
1.8 Door closing force	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	2.31 Relief valves	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	3.32 Traveling sheave-roped hydr elevs (*)
1.9 Power closing of doors or gates	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	2.32 Control valve	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	3.33 (T) Compensating ropes & chains
1.10 Power opening of doors or gates	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	2.33 Tanks	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>4. ELEVATOR-OUTSIDE HOISTWAY</b>
1.11 Car vision panels & glass car doors	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	2.34 Flexible hydr hose & fitting assemblies	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	4.1 Car platform guard
1.12 Car enclosure	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	2.35 Supply line & shutoff valve	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	4.2 Hoistway doors
1.13 Emergency exit	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	2.36 Hydraulic cylinders	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	4.3 Vision panels
1.14 Ventilation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	2.37 Pressure switch	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	4.4 Hoistway door locking devices
1.15 Signs & operating device symbols	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	2.38 Roped water hydraulic elevators	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	4.5 Access to hoistway
1.16 Rated load, platform area, & data plate	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	2.39 Low oil protection	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	4.6 Power closing of hoistway doors
1.17 Standby power operation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	2.40 Inspection control	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	4.7 Sequence operation
1.18 Restricted opening of car or hoistway doors	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	2.41 Maintenance records	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	4.8 Hoistway enclosure
1.19 Car Ride	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	2.42 Static control	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	4.9 Elevator Parking devices
<b>2. ELEVATOR-MACHINE ROOM</b>								
2.1 Access to machine space	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	3.1 Top-of-car stop switch	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	4.10 Emergency doors in blind hoistways
2.2 Headroom	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	3.2 Car top light & outlet	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	4.11 (T) Separate counterweight hoistway
2.3 Lighting & receptacles	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	3.3 Top-of-car operating device	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	4.12 Standby power selection switch
2.4 Machine space	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	3.4 Normal terminal stopping devices	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	4.13 Inspection control
2.5 Housekeeping	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	3.5 Clearance, refuge space standard railing	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>5. ELEVATOR-PIT</b>
2.6 Ventilation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	3.6 Final & emerg terminal stopping devices	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	5.1 Pit access, lighting, stop switch, & condition
2.7 Fire extinguisher	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	3.7 Car leveling & anticreep devices	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	5.2 Bottom clearance, runby & min. refuge space
2.8 Pipes, wiring, & ducts	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	3.8 Top emergency exit	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	5.3 (T) Final & emergency terminal stopping devices
2.9 Guarding of exposed auxiliary equipment	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	3.9 Floor & emerg identification numbering	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	5.4 Normal terminal stopping devices
2.10 #ing of elevators, machines, disconnects	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	3.10 Hoistway construction	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	5.5 Traveling cables
2.11 Disconnecting means & control	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	3.11 Hoistway smoke control	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	5.6 Governor-rope tension devices
1.12 Controller wiring, fuses, grounding, etc.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	3.12 Pipes, wiring & ducts	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	5.7 Car Frame & platform
2.13 Governor, overspeed switch, & seal	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	3.13 Windows, projections, recesses, & setbacks	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	5.8 Car safeties & guiding memb-incl roped-hydr elev(*)
2.14 Code data plate	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	3.14 Hoistway clearances	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	5.9 (T) Buffers & emerg terminal speed limiting devices
2.15 (T) Static control	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	3.15 Multiple hoistways	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	5.10 (T) Compensating chains, ropes & sheaves
2.16 (T) Overhead beam & fastenings	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	3.16 Traveling cables & junction boxes	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	5.11 Plunger & cylinder
2.17 (T) Drive machine brake	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	3.17 Door & gate equipment	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	5.12 Car buffer
2.18 (T) Traction drive machines	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	3.18 Car frame & stiles	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	5.13 Guiding members
2.19 (T) Gears, bearings, & flexible coupling	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	3.19 Guide rails fastening & equipment	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	5.14 Supply piping
2.20 (T) Winding drum mach & slack cable dev	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	3.20 Governor rope	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<b>6. ELEVATOR-FIRE SERVICE</b>
2.21 (T) Belt or chain-drive machine	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	3.21 Governor releasing carrier	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	PH 1 ONLY
2.22 (T) Motor generator	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	3.22 Wire rope fastening & hitch plate	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	PH 1 & PH 2
2.23 (T) Absorption of regenerated power	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	3.23 Suspension rope	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	FAID Date: / /
<b>3. ELEVATOR-TOP OF CAR</b>								
<b>7. ELEVATOR TACTILE IDENTIFICATION</b>								
(410 ILCS 30/1)								

**COMMENTS:**

OK-meets requirement NG-insert number to identify comment NA-not applicable (T) Traction Cars (\*) installed under A17 1b-1989 and later editions

**THIS IS THE OFFICIAL INSPECTION FORM APPROVED BY THE ELEVATOR SAFETY REVIEW BOARD, THE OFFICE OF THE STATE FIRE MARSHAL (OSFM), THE ELEVATOR SAFETY AND REGULATION ACT (225 ILCS 312) MANDATES EACH CONVEYANCE BE INSPECTED ANNUALLY.**

FAIL - RE-INSPECT IN \_\_\_\_\_ DAYS

PASS - CONDITION GOOD - Approved for Certificate

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*Conveyance must be registered with OSFM prior to issuance of certificate of operation.*

\_\_\_\_\_  
Elevator Co / Building Representative

Elev Co Lic # IL \_\_\_\_\_

Elev Mech Lic # IL \_\_\_\_\_

\_\_\_\_\_  
Inspector's Signature

Inspector QEI# \_\_\_\_\_

Inspector's Lic # IL \_\_\_\_\_

