



Office of the State Fire Marshal

MEMORANDUM

TO: All Illinois Licensed Inspectors and Inspection Companies

FROM: Bob Capuani
Director, Elevator Safety Division

DATE: February 9, 2010

RE: TEMPORARY CERTIFICATES OF OPERATION FOR
MUNICIPALITIES WITHOUT AN AGREEMENT WITH THE
STATE

At the present time our docketing system cannot generate a temporary certificate of operation and until this process is in place the Office of the State Fire Marshal will rely on the inspector's discretion to allow the temporary usage of a conveyance during construction or an alteration.

For inspection companies, please ask your inspectors to document this on their inspection form. Also, please send us a copy of the form so it can be added to the permit file.

Thank you for your cooperation in this matter.