Conveyance Operational Permit

• The Conveyance Operational permit allows the licensed conveyance contractor of the building owners choosing to maintain the conveyance(s). Preventative maintenance, replacement of components and, repair work can all be performed under this permit.

• This permit is an annual permit and must be renewed every year. It will be issued once we have received the facilities current year's 3rd party inspection reports. It will expire in the same month as your Certificates of Operation the following year.

• This permit is required for all facilities within the City and County of Denver where a applicable Conveyance(s) is/are located.

• One Operational permit will cover all applicable conveyances at a facility

The Conveyance Operational permit is NOT an authorization to operate a conveyance. A separate Certificate of Operation is required for each conveyance.
Conveyance Operational Permit

• It is the Conveyance owners responsibility to apply for and obtain the Conveyance Operational permit for their respective facility.

• The licensed conveyance contractor must ensure that a current Operational Permit is in place for a facility before conducting any maintenance, replacement of components or, repair work activities.

• The Conveyance Operational permit is required by the International Fire Code Amendments (IFCA) Section 919.5

• All elevators and escalators in the City and County of Denver are subject to the requirements of the Conveyance Operational permit.

• Conveyances not required to be covered by the operational permit include: Wheelchair Lifts, Dumbwaiters, Vertical Reciprocating Lifts, Material Lifts and, Personnel Hoists. Please note that although these conveyances are not subject to the requirements of the Operational permit they still must have a valid Certificate to Operate issued by Denver Fire
Conveyance Operational Permit

• The fee for the Conveyance Operational permit is $300.00 per Conveyance per year. This includes the fee for the annual Certificate of Operation.

• The completed application and applicable fees must be submitted as a complete package.

The fine for the operation of a conveyance without a current Conveyance
Operational Permit is twice the permit fee, issuance of a Order to Comply and placement of the conveyance(s) “out of service” until all requirements are met.

The double fee penalty is assessed on all facilities that fail to submit the application and payment during the month that the facilities certificates of operation expire.
### Conveyance Operational Permit

*Please refer to the Conveyance Operational Permit Application for further information and requirements. It can be found at www.Denvergov.org/Fire*

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#### Building information
- **(Name, Physical address)**

#### Management Company information (if applicable)
- If listed, the management company will be listed as the owner contact

#### Building Owner information
- MUST include, Contact name, Phone number and Valid email address

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#### 2017 Conveyance Operational Permit Application

This permit allows maintenance, replacement of components and repair work to be conducted on conveyances located at the listed facility throughout 2017.

Note: This Operational Permit is not an authorization to operate a conveyance; a separate Certificate of Operating is required for each conveyance.

A separate Denver Fire Department Conveyance Installation/Alteration Permit shall be obtained for all activities as required in the State Conveyance Regulations 7 CCR 1401-8 and Denver Fire Code (IFCA) when conveyances are installed or altered.

No conveyance shall operate within the City and County of Denver without a valid, current Operational Permit and Certificate of Operation on file with the Fire Department.

As required by IFCA Section 910.5 a Conveyance Operational Permit shall be obtained each year by all building owner/managers in cooperation with their Licensed Conveyance Contractors for each conveyance located at their facility. Building owner/managers shall ensure each conveyance at their facility has a valid Conveyance Operational Permit for the current year. Work on a conveyance without a current Conveyance Operational Permit and Certificate of Operation is not permitted. Multiple conveyances within a facility may be submitted in a common application. Applications shall be available no later than October 1st for the upcoming year. The completed application and applicable fees are due no later than December 1st for the upcoming year.

#### The Licensed Conveyance Contractor shall ensure that the Operational Permit is in place prior to conducting maintenance, replacement of components, and repair work activities.

All conveyances operating in the City and County of Denver shall have an Operational Permit with the following Exceptions: Wheelchair Lifts, dumbwaiters and Tape. A Material Lifts, and Personnel Hoists that are being used to transport construction personnel during the construction or renovation of a building that has been issued a current Construction Use Certificate of Operation from DFFD.

<table>
<thead>
<tr>
<th>Building Name</th>
<th>Address</th>
<th>City</th>
<th>Zip</th>
</tr>
</thead>
<tbody>
<tr>
<td>Property Owner</td>
<td>Address</td>
<td>City</td>
<td>State</td>
</tr>
<tr>
<td>Contact Name</td>
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<td>Phone</td>
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<tr>
<td>Management Company</td>
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<td>City</td>
</tr>
<tr>
<td>Email Address</td>
<td>Phone</td>
<td></td>
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</tbody>
</table>
Conveyance Operational Permit

Fee Schedule

Total Number of Conveyances required to be covered by the Operational permit. (Elevators and Escalators)

Total amount being paid. Total will be equal to the amount of applicable conveyances multiplied by $300.00.
Conveyance Operational Permit

*Once issued the permit should be posted in the elevator machine room or elevator equipment room. It must be available when requested by an official.

Physical Address

Facility ID number

Conveyance Contractor

Contractors License #

State ID number for all conveyances covered by the permit

Issue and Expiration date

Type of Conveyance

Conveyance Owner Information.