



Effective December 1, 2020, the State of Tennessee Elevator Board is now requiring all building owners or lessee's to have the building address, the elevator identifying number/letter and the on-site location of the elevator permit posted inside the elevator in a location viewable by the public.

If the updated elevator permit is posted inside the elevator, the requirements are met.

If the permit is not posted inside the elevator, please see an example of the requirements below. The signage shall be permanently installed.

Elevator #2 (or B)
1234 Tennessee Avenue
Elevator permit located in the Property Management Office

Wording must be a minimum of 1/4 inch (6.35mm) in height.

Wording must contrast with the background, with either a light letter or number on a dark background or a dark letter or number on a light background

Reminder:

These are building owner responsibilities:

1. Emergency communication is required to be tested monthly. A phone test log shall be kept on site in a location viewable by the elevator inspector. The log shall contain the date of the test, the person performing the test and whether the test passed or failed.
2. Emergency Fire test, Phase 1 and Phase II Fire Service, shall be performed bi-annually. A Fire test log shall be kept on site in a location viewable by the elevator inspector. The log shall contain the date of the test, the person performing the test, and whether the test passed or failed. A failure of any test requires the affected component to be repaired immediately.
3. The owner or his duly authorized agent shall immediately notify the State of Tennessee Elevator Unit of each and every elevator, dumbwaiter, escalator, or other lift accident involving a person requiring the service of a physician, or damage to the elevator, dumbwaiter, escalator, or other lift equipment that impairs the safe operation of such equipment. The equipment shall be removed from service, shall not be worked on or returned to service prior to an inspection by a State of Tennessee Licensed Elevator Inspector.

Chief Elevator Inspector
Mike McPherson