



Department of Commerce

Division of Industrial Compliance
John R. Kasich, Governor
Andre T. Porter, Director

REQUEST FOR AN ELEVATOR ADJUDICATION ORDER

DO NOT SEND FEES UNTIL DIRECTED BY AN ADJUDICATION ORDER

Instructions: This request form must be filled out in its entirety before the adjudication order can be processed. For new installations, an adjudication order will not be issued unless a state ID number has been assigned. A State ID number will only be issued if the installation application and two sets of plans with the proper fees are included. Adjudication orders will be sent to the owner via certified mail. Applicants (if other than owner) will be notified via fax.

Name of Firm or Person Applying for the Variance: _____

Contact Name: _____ Address: _____

City: _____ State: **OH** Zip: _____

Telephone: _____ Fax: _____

Owners Name (Required): _____

Contact Name: _____ Address: _____

City: _____ State: **OH** Zip: _____

Telephone: _____ Fax: _____

Name of Building: _____

Address: _____

City: _____ State: **OH** Zip: _____ County: _____

Type of Unit: _____ Power Type: _____

State ID Number(s) of the elevator devices: _____

This is for (Circle one) **New Construction** **Alteration**

List the Variance Items: (include code references plus attach inspection report)

Internal Use Only

DIC4615 (revised 08.16.13)

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