

Application for Elevator Inspection Permit

Date: [Insert Date]

To,

The [Authority Name],

[Authority Address]

[City, State, Zip Code]

Subject: Application for Elevator Inspection Permit

Dear [Authority Name],

I am writing to formally request an elevator inspection permit for the elevator located at [Building Name/Address]. This elevator is essential for our facility, and we ensure that it complies with all safety regulations.

Details of the Elevator:

- Manufacturer: [Elevator Manufacturer]
- Model: [Model Number]
- Installation Date: [Date]
- Inspection Type: [Routine or Initial]

We understand the importance of safety in elevator operations and are committed to providing all necessary documentation required for this inspection. Please let us know if you need any further information or documentation.

Thank you for your attention to this matter. I look forward to your prompt response.

Sincerely,

[Your Name]

[Your Position]

[Company Name]

[Contact Information]