**Elevator Inspections**

Avoiding Citations and Penalties

Third Party inspectors are to submit a “Third Party Periodic Inspection & Test Report” within 30 days of the inspection by mail, fax (410-333-7721), or electronically to: [3rdparty.reports@maryland.gov](mailto:3rdparty.reports@maryland.gov). You should request the inspector copy you on the inspection submission email so you have proof the inspection was submitted. When inspections are performed and the elevators pass their inspection the certificate should be received within the next week or two. If you don't receive the certificate that usually means there was a problem and you should contact [citations.siu@maryland.gov](mailto:citations.siu@maryland.gov) to see what happened.

Additionally, if you receive a citation or violation notice, you can communicate with [cita-tions.siu@maryland.gov](mailto:cita-tions.siu@maryland.gov) to update DLLR on what you are doing to get your elevator units in compliance so they can update your records as to your actions and provide guidance when needed.

Visit the DLLR web site for additional forms, procedures, and information relating to the inspection process. <http://www.labor.maryland.gov/labor/safety/elevthirdparty.shtml>

