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## Elevator Links

### License Information

- [Elevator Permits](#)
- [Elevator Licenses](#)
- [Professional Licenses](#)

### Laws, Rules & Codes

- [Florida Statutes](#)
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### Online Services

- [Apply for a License](#)  
Web portal to apply for a new license or permit
- [Maintain Your License](#)  
Online account to maintain or renew your license.
- [Customer Contact Center](#)  
Submit an email correspondence.

## Emergency Responder Two-Way Communication

The need for complete communication signals throughout a building in the event of any type of emergency is critical. Obtaining the required radio coverage for areas designated critical and those deemed general necessitates that all portions of a building be considered. This includes the elevator shafts and hoistways which are dedicated to elevator related equipment only. The installation of antennas or other communication enhancement equipment (non-elevator equipment) in elevator hoistways will require an approved variance and a permit from the Bureau. If you have any questions please feel free to contact the Bureau at [dhr.elevators@myfloridalicense.com](mailto:dhr.elevators@myfloridalicense.com).

## Continuing Education

*Get started early! Waiting until the last minute may cause delays in license renewals for individuals with professional licenses from the Bureau.*

### 61C-5.0085 Continuing Education Requirements.

(1) Continuing Education Requirements.

(a) To renew a certificate of competency or a certified elevator inspector credential issued by the division pursuant to Chapter 399, F.S., a person must submit, in addition to the other requirements specified in Rule 61C-5.007, F.A.C., proof of completion within the current annual licensure period of 8 hours of approved continuing education, including at least one course hour related to safety in elevator construction, alteration, modification, repair or maintenance.

Please visit DBPR Online Portal to search for approved courses and providers for Elevator Continuing Education information.

[Licensing Portal - CE Searches \(myfloridalicense.com\)](#)

## Online Inspection Results

The Bureau of Elevator Safety has added the ability for the general public to view inspection types and results on our website at [www.myfloridalicense.com](http://www.myfloridalicense.com) Simply click on Verify a License, select which search feature to use, click on the license and at the bottom left of the page you will see View Recent Inspections.



# Elevator UPdate



Division of Hotels & Restaurants – Bureau of Elevator Safety

## Rule Adoption and Door Monitoring Phase-in Period

The Bureau of Elevator Safety recently adopted ASME A17.3-2015, of which Section 3.10.12 contains a door monitoring requirement. A three-year phase-in period for compliance with Section 3.10-12 is in place, requiring compliance by December 31, 2023. It has been noted that ASME 17.3-2015 does not specify the door monitoring requirement for hydraulic elevators by reference, only for electric elevators. The Bureau acknowledges this oversight in the code, and encourages the industry and elevator owners to use this phase-in period to achieve compliance for both electric and hydraulic elevators by December 31, 2023. It is the intent of the Bureau to adopt ASME 17.3-2017 in 2024 with no phase-in period for door monitoring for hydraulic elevators.

## Affidavit of Work History for new CC and CET applicants

A recent rule update now allows Registered Elevator Companies to submit an affidavit to verify the work history of Certificate of Competency and Certified Elevator Technician applicants. The affidavit, shown on the right, can be submitted in lieu of a letter on company letterhead.

The affidavit can be found at <http://www.myfloridalicense.com/DBPR/elevator-safety/forms/> under Affidavit Verifying Elevator Work History.

DBPR HR-5023-076 – Affidavit Verifying Elevator Work History for Certificate of Competency Applicants

STATE OF FLORIDA, DEPARTMENT OF BUSINESS AND PROFESSIONAL REGULATION  
Division of Hotels and Restaurants, Bureau of Elevator Safety  
2601 Blair Stone Road, Tallahassee, FL 32399-0783

Phone: 850.487.1395 – Email: [dh.elevators@myfloridalicense.com](mailto:dh.elevators@myfloridalicense.com)  
Internet: [www.MyFloridalicense.com/DBPR/elevator-safety/](http://www.MyFloridalicense.com/DBPR/elevator-safety/)

Please direct questions about this affidavit to the Department of Business and Professional Regulation's Customer Contact Center at 850.487.1395.

### Affidavit Verifying Elevator Work History

I, \_\_\_\_\_, acting as agent of the below named registered elevator company, do hereby attest that \_\_\_\_\_, has 4 or more years work experience constructing, maintaining, servicing and repairing elevators as required by Chapter 399, Florida Statutes, and Chapter 61C-5, Florida Administrative Code (FAC)

Registered Elevator Company (REC) \_\_\_\_\_  
REC License # \_\_\_\_\_  
REC License Expiration Date \_\_\_\_\_  
Signature of Agent \_\_\_\_\_  
Printed Name of Agent \_\_\_\_\_  
CC/CET License Number (optional) \_\_\_\_\_  
Date \_\_\_\_\_

STATE OF FLORIDA  
COUNTY OF \_\_\_\_\_  
The foregoing instrument was acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, by \_\_\_\_\_, who is personally known to me or who has produced \_\_\_\_\_ as identification and who has taken an oath.  
\_\_\_\_\_  
Notary Public, State of Florida  
\_\_\_\_\_  
Printed Name  
Commission Number:  
My Commission Expires:

Complete this affidavit and submit it with the application, other supporting documentation and required fee to the address on this form. Please use the entire 9-digit zip code in the address above to ensure proper handling.

## **Emergency and Standby Power Testing for Elevators**

Florida Building Code- Building (FBC), Chapter 30, 3003, Emergency Operations, outlines the requirements for buildings that are required to have, or are furnished with, Standby Power. Authority of the AHJ to establish requirements for the testing of Emergency/Standby Power Operations is provided in ASME A17.1 (2013) and (2016), 8.11.1.3. The AHJ for the State of Florida is the Bureau of Elevator Safety (Bureau), which receives its authority from Florida Statutes (FS) 399, Elevator Safety, and as supported by Florida Administrative Code (FAC).

FAC 61C-5.013(b) requires the Category 1, Periodic Safety Tests as established in ASME A17.1, Part 8, and described in ASME A17.2- Inspector's Guide, be performed annually. The requirements for Emergency and Standby Power Systems are covered under ASME A17.1, 2.27.2. Requirements for Standby Power System testing and inspection can be found under 8.6.4 and 8.11, respectively. ASME A17.1, 8.11.1.2, references and incorporates ASME A17.2 (2017) for guidance in performing the inspections and tests.

### **ASME A17.1-2016 Safety Code for Elevators**

Installation and design requirements are found in ASME A17.1, 2.27.2.

Special Note: FBC 3003.1.4, requires that the machine room ventilation or air conditioning be connected to the Standby Power source where provided.

The requirements that the annual testing of Emergency/Standby Power be performed are in Code as follows:

#### **ASME A17.1-2016**

Electric Traction Units:

8.6.4.19.7- Testing shall be performed as per A17.2, Item 1.17.2.1

8.11.2.1.1(q)- Periodic Inspection Requirements- Inside Car; and references Item 1.17

8.11.2.1.4 (l)- Periodic Inspection Requirements- Outside Hoistway; referencing Item 4.12

Hydraulic Units:

8.6.5.14.3(f)- Testing shall be performed as per A17.2, Item 1.17.2.2

8.11.3.1.1(q)- Periodic Inspection Requirements- Inside Car; and references Item 1.17

8.11.3.1.4 (k)- Periodic Inspection Requirements- Outside Hoistway; referencing Item 4.12

### **ASME A17.2 Guide for Inspections of Elevators**

ASME A17.2, Guide for Inspections of Elevators, Item 1.17, provides guidance and offers details in the methods and procedures for the testing of Emergency/Standby Power. This testing is to be performed whenever Emergency/Standby Power is provided and as follows:

-Acceptance Tests- both Initial and Alteration inspections

-Periodic Testing (See ASME A17.1, 8.11.1.1.2)

SPECIAL NOTE: ASME A17.1, 8.6.1.2.2(b), requires that "Procedures for inspections and tests not described in ASME A17.2..." be provided in the MCP.

Since ASME A17.1, 8.6, is retroactive for all elevator units, any unit that is provided with Emergency/ Standby Power must be tested annually. The Bureau recommends that the annual testing of the elevator (witnessed by a Florida Certified Elevator Inspector) be coordinated with the local Fire and Building AHJs as well as the Fire Alarm and Emergency Generator companies, to ensure complete compliance.