



# COMMERCIAL CONVEYANCE PERMIT

*A separate Permit Application is required for each conveyance.*

<b>Permit #</b> _____	<b>This area is to be completed by EIP Office</b>	<b>Permit Extension</b>
<b>Permit Expiration Date</b> _____		<b>Extended Expiration Date</b> _____
<b>Date Issued</b> _____		<b>Updated Scope:</b> Yes No
<b>Receipt#</b> _____ <b>Date Paid</b> _____		<b>Updated Valuation:</b> Yes No - If yes, _____
<b>Permit Fee</b> _____		<b>Receipt #</b> _____
<b>Approval Signature</b> _____		<b>Date Paid</b> _____ <b>Extension Fee</b> _____
		<b>Approval Signature</b> _____

\*\* Permits expire in one year for new installations and six months for alterations \*\*  
Permit extensions must be applied for prior to permit expiring or a new permit may be required  
Changes to code in effect at time of permit extension and/or changes to scope may require a new permit

<b>Job Address</b> _____	<b>City/Town:</b> _____	<b>Zip:</b> _____
<b>Job Name</b> _____		
<b>Job Mailing Address</b> _____		
<b>Job Phone #</b> _____	<b>Email</b> _____	

<b>Elevator Company</b> _____	<b>State License Number</b> _____
<b>Mailing Address</b> _____	
<b>Phone #</b> _____	<b>Email</b> _____

## NEW INSTALLATION (ALL items in this box required)

Conveyance Unit/Serial #: _____	
State of Colorado Registration ID# CP _____ - _____	
Building Permit # _____	Jurisdiction _____ Bldg Official _____
Is this for Passenger or Freight? _____	
Circle one: Hydraulic - Roped Hydraulic – Traction/Electric – Lift – Other _____	
Number of stops _____	
Plans/Drawings submitted with this Permit Application	
Elevator Status Panel Yes No	
Marking plate for full load working pressure verification	
Available Fault Current at disconnecting means: _____ Available Fault Current listed on controller: _____	

## ALTERATION – Detailed Scope of Work must be submitted with this Permit Application

Unit # _____	State of Colorado Registration ID# CP _____
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\*\* Alterations that include controller\*\* Available Fault Current at disconnecting means: \_\_\_\_\_ Fault Current on controller \_\_\_\_\_ \*\*

The conveyance cannot be returned to service until inspected & approved by NWCCOG. No TCO's issued for major alterations.

### NOTICE

I hereby certify that I have examined this application and know the same to be true and correct. All provisions of laws and ordinances governing this type of work will be complied with whether specified herein or not. The granting of a permit does not presume to give authority to violate or cancel the provisions of any other state or local law regulating construction or the performance of construction.

Licensed Contractor Signature \_\_\_\_\_ Date \_\_\_\_\_

Conveyance plan review and field inspections will be conducted by NWCCOG Elevator Inspection Program.  
**Schedule acceptance inspections by emailing NWCCOG at [Elevator@NWCCOG.org](mailto:Elevator@NWCCOG.org)**  
**An approved Permit does not constitute approval on final inspection.**

### NEW INSTALLATION FEES

**Passenger or freight elevator, Lift, LULA, escalator, moving walk:**

Up to and including \$42,000 of valuation = \$750

Valuation \$42,001 and up = round up to the nearest thousand and calculate 1.8%

### ALTERATION OR MODIFICATION FEES

Up to & including \$33,000 of valuation = \$750

Valuation \$33,001 & up = round up to the nearest thousand and calculate 2.3%

Extension Fee = \$375

Work performed/started without permit = double the permit fee

**VALUATION per contract with owner** \_\_\_\_\_

**TOTAL FEE** \_\_\_\_\_

**PAYMENT: Credit/Debit Card or Electronic Check -**

[www.nwccog.org/programs/elevator-inspection-program](http://www.nwccog.org/programs/elevator-inspection-program)

**Updated 04/2025**