



ELBI Number: 40515

Texas Department of Licensing and Regulation

Licensing Division

P.O. Box 12157 - Austin, Texas 78711-2157 - (512) 463-6599 - (800) 803-9202 - fax (512) 475-2871

Web site: www.tdlr.texas.gov

MARCH 17 2021

**GENIA MYERS
OVERLOOK EXCHANGE APARTMENTS
6455 DE ZAVALA RD
SAN ANTONIO TX 78249**

ELBI Number: 40515
Equipment Number: 96108

Date of Inspection: 12/04/20

Re: Request For Information for Certificate of Compliance for an Elevator, Escalator, or Related Equipment for OVERLOOK EXCHANGE APARTMENT HO

The Department received the Elevator Equipment Report of Inspection referenced above on MARCH 16 2021. However, the report is incomplete.

The following information is required to continue processing the report:

- * Your payment was insufficient. The fee to process an inspection report and receive a certificate of compliance is \$20. If the report is not submitted within 60 days of the date of inspection, late fees will be charged. Late fees are \$10 for every 30-day period after the 60 days. The amount required to continue processing your report is \$ 40.00.
- * Please have the owner or owner's agent sign the report of inspection form.
- * Please provide building owner name, address and phone number.
- * Name of contact person to whom all correspondence should be addressed.

You must return a copy of this letter with any requested information.

You can submit required attachments via TDLR webform at <https://tdlr.texas.gov/help>. You may also contact Customer Service for assistance at 512-463-6599 or 800-803-9202.

Thank you,

Licensing Division