



ELBI#: 231

# 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  
www.license.state.tx.us

## LATE FILING NOTICE

03/26/2012

COTTA, FRANK  
5350 S STAPLES ST STE 319  
CORPUS CHRISTI TX 78411-4654

Decal#: 30911

RE: COTTA PROPERTY MANAGEMENT  
SANTA FE PROFESSIONAL BUILDING  
1315 SANTA FE  
CORPUS CHRISTI TX 78404

Date of Inspection: 12/17/2011

Thank you for having your elevator(s), escalator(s), or related equipment inspected as required by § 754.019 of the Texas Health & Safety Code. Unfortunately, we have yet to receive the completed inspection documentation from you. We are sending you this notice to assist you in completing the process.

**Not later than the 60th day after the inspection, the owner or owner's agent must file:**

1. A completed Elevator Equipment Inspection Form (obtained from your inspector), for each elevator, escalator or piece of related equipment;
2. if applicable, written documentation verifying that all violations cited on the inspection reports are now in compliance; and
3. all applicable fees:
  - \$20 for each piece of equipment
  - Delay/Waiver fee of \$50 per violation (if applicable)
  - **Late fee of \$10 for every 30 day period for each inspection report filed after the 90th day from date of inspection (if applicable)**

**NOTE:** Pay total amount of all fees owed by check or money order made payable to Texas Department of Licensing & Regulation.

Your timely response may help you to avoid enforcement action. If you do not comply with this notice, you may be subject to administrative penalties of up to \$5,000 per day for each violation in accordance with Texas Occupations Code, Chapter 51. For detailed instructions on what to do - go to [www.license.state.tx.us/elevator/ele001.pdf](http://www.license.state.tx.us/elevator/ele001.pdf)

If you have any questions or need further assistance, please contact the Department at [elevators.escalators@license.state.tx.us](mailto:elevators.escalators@license.state.tx.us) or at (800) 803-9202.