



ELBI Number: 15277

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

SEPTEMBER 12 2019

CARL SCROGGINS
WEST POINT GMC
16835 KATY FWY
HOUSTON TX 77094-1405

ELBI Number: 15277
Equipment Number: 46616

Date of Inspection: 07/02/19

Re: Request For Information for Certificate of Compliance for an Elevator, Escalator, or Related Equipment for WEST POINT GMC

The Department received the Elevator Equipment Report of Inspection referenced above on AUGUST 29 2019. However, the report is incomplete.

The following information is required to continue processing the report:

- * 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 the Elevator Equipment Report of Inspection completed with all required information and attachments by OCTOBER 12 2019. Failure to resolve this matter may result in this case being forwarded to the Enforcement Division of TDLR, where administrative penalties of up to \$5000 per violation, per day, may be assessed. If you have questions, please contact the Department by email at cs.elevators.escalators@tdlr.texas.gov or by phone at 512-463-6599 or 800-803-9202.

Thank you,

Licensing Division