ELBI #: 38136

TEXAS DEPARTMENT OF LICENSING AND REGULATION

Licensing Division
P. O. Box 12157 • Austin, Texas 78711 • (512) 463-6599 • (800) 803-9202
Fax: (512) 475-2871 • Email: cs.elevators.escalators@tdlr.texas.gov • Web site: www.tdlr.texas.gov

NOTICE OF ANNUAL INSPECTION

Letter Date: 12/02/2014

NADIA BASHIR
DALLAS PALMS LLC
2424 MARSH LN
CARROLLTON TX 75006-2290

Equipment Location

DALLAS PALMS LLC
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2424 MARSH LANE
CARROLLTON TX 75006

ELBI #: 38136
Equipment Decal #: 73716
Date of Last Inspection: 01/31/2014
Date Inspection Due: 01/31/2015

Your annual inspection is due. As required by Texas Health & Safety Code § 754.019, the elevator, escalator, or related equipment with the decal number referenced above must be inspected no later than 01/31/2015.

The information below will guide you in scheduling your inspection.

1. **How do I schedule an inspection?**

   Contact your elevator inspector to schedule an inspection. You may go online at www.tdlr.texas.gov/LicenseSearch to find an elevator inspector registered with the Texas Department of Licensing and Regulation (TDLR).

2. **When do I get a copy of the *Elevator Equipment Report of Inspection* ("Inspection Report")?**

   Your elevator inspector has five days from the inspection date to provide you with a copy of the Inspection Report.

3. **Who is responsible for obtaining and filing the Inspection Report with filing fees?**

   The building owner is responsible for obtaining the Inspection Report from the elevator inspector and for filing the Inspection Report and filing fees with TDLR. The owner or owner's agent must:

   - Verify all information on the Inspection Report regarding the owner, the building, and the building contact is completed and correct.
   - Sign and date the Inspection Report with the current date.
   - Mail the Inspection Report and filing fees ($20 per piece of equipment) to TDLR not later than 30 days after the date of the inspection.
   - Display the Certificate of Compliance you receive from TDLR after filing your Inspection Report and filing fees.

   IMPORTANT: To avoid late filing fees, the Inspection Report must be filed within 60 days of the inspection date.

4. **What if the information on my inspection report is incomplete or wrong?**

   Contact your elevator inspector to complete or make any corrections to the Inspection Report. File the corrected Inspection Report and filing fees with TDLR.

If you need further assistance or have any questions, please contact TDLR.