



ELBI Number: 41425

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

JUNE 05 2024

NESTOR ZELAYA
SINCLAIR APARTMENT HOMES MGMT
4139 BELLAIRE BLVD
HOUSTON TX 77025

ELBI Number: 41425
Equipment Number: 99811

Date of Inspection: 02/01/24

Re: Request For Information for Certificate of Compliance for an Elevator, Escalator, or Related Equipment for SINCLAIR APARTMENT HOMES

The Department received the Elevator Equipment Report of Inspection referenced above on JUNE 04 2024. 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
\$ 30.00.

You must return a copy of this letter with any requested information. You can submit required attachments via TDLR webform at <https://www.tdlr.texas.gov/help>. You may also contact Customer Service for assistance at 512-463-6599 or 800-803-9202.

Thank you,

Licensing Division