

Procedure for Registration/ inspection Lifts and Escalators.

- 1) Register on Department's online application.
- 2) Login with User Name and Password
- 3) Click on "**Apply for service**".
 - Registration for working a lift erected prior to the commencement of the Haryana Lifts and Escalators Act, 2008 (Form E).
- 4) Fill the form.
- 5) Upload the required documents as per checklist.
- 6) Submit the application and Note down the application number for further reference.
- 7) Computer will automatically allocate the Inspector for the same.
- 8) After inspection, user can download the inspection report.

Checklist for Registration/Inspection of Lifts and Escalators.

- 1) Copy of Bill/Invoice of Lift or Escalator
- 2) Declaration by owner (Form A)
- 3) Declaration by Company (Form B)
- 4) Declaration by Electrical Contractor. (Form C)
- 5) Insurance certificate of Lift/Escalator covering insurance for the person using the Lift/Escalator.
- 6) Annual Maintenance Contract (AMC).
- 7) Safety Certificate by Installer/Company.
- 8) Treasury Challan of fees i.e. 3500/- INR (for New) and 1000/- INR (for periodical for 3Years)