**02 DEPARTMENT OF PROFESSIONAL AND FINANCIAL REGULATION**

**041 Office of Professional and Occupational Regulation**

**ELEVATOR AND TRAMWAY SAFETY PROGRAM**

**Chapter 541: Elevator Contractors**

**Summary:** 32 MRS §15208-A requires that those engaged in the installation, sale, service, maintenance or inspection of elevators in Maine register with the Director annually. This Chapter establishes additional requirements relating to the registration of elevator contractors.

**1. Initial Registration**

An elevator contractor shall register with the Director in accordance with 32 MRS §15208-A. The registration must be on forms provided by the Director and must be accompanied by the fee for registration established by the Director.

**2. Renewal of Registration**

A. **Date of Expiration.** Initial and annual registrations for all elevator contractors expire on August 31.

B. **Renewal of Registration.** To renew its registration, an elevator company must comply with 32 MRS §15208-A and this Chapter. The annual fee for registration must accompany the registration form. A registration may be renewed up to 90 days after expiration upon payment of a late fee in addition to the renewal fee.

**3. Unsafe Conditions**

If an elevator contractor, or the inspector, mechanic or helper of an elevator contractor, observes an unsafe condition in the course of installing, servicing, maintaining, testing or inspecting an elevator, the elevator contractor, inspector, mechanic or helper shall immediately notify the Chief Inspector in accordance with the procedure for reporting accidents specified in Chapter 521.

**4. Change in Information**

An elevator contractor shall notify the Director in writing, including by electronic mail, of any change in the information provided to the Director at the time of initial or annual registration.

**5. Independent Contractor**

In performing all duties and tasks relating to elevators, elevator contractors and their inspectors, mechanics and helpers are deemed to be acting as independent contractors and not as officers, employees, or agents of the State of Maine. The State assumes no liability for the actions or omissions of elevator contractors, or their inspectors, mechanics, or helpers.

*(Note: In 2013, statutory changes restructured the licensing and regulation of elevators and tramways by eliminating the Board of Elevator and Tramway Safety and creating the Elevator and Tramway Safety Program, administered by the Director of the Office of Professional and Occupational Regulation.)*

STATUTORY AUTHORITY: 32 MRS §§ 15205-A, 15208-A

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