THE CITY OF NEW YORK
DEPARTMENT OF BUILDINGS

DEPARTMENTAL MEMORANDUM

DATE: January 26, 1982

TO: Borough Superintendents
Administrative Chief Inspectors
Chief Elevator Inspectors

FROM: Cornelius F. Dennis, P.E., Assistant Commissioner-Operations

SUBJECT: ELEVATOR INSPECTION AGENCY REPORT FEES
LOCAL LAW #91/81 - C26-33.0c

The above referenced section of law was enacted on December 10, 1981 by the City Council, signed by the Mayor on December 31, 1981 and made effective on Monday, January 4, 1982.

The last clause of this section mandates a new fee of $15.00 for each inspection by a private elevator inspection agency. The opening clause has in the past been applied to each mandated inspection of each unit subject to Article 1800.0 of the New York City Building Code.

The new fee of $15.00 shall be collected prior to processing mandatory inspection reports required by Local Law #10/81 from private inspection agencies for each unit where the inspection was made after Jan. 1, 1982. No fee shall be collected for reports related to violations, or tests and, no shall be collected where the premises is fee exempt under paragraph C26-30.0.

Where a report is received for a mandatory inspection containing insufficient or no fee, the report and a bill (copy enclosed) shall be sent to the inspection agency. Upon receipt of the proper fee, the report shall be processed as heretofore.

All payments shall be made by check and processed by department employees the same day. Personnel of the Elevator Section shall verify the correct fee and personnel of the Cashier's Section shall process the payment with receipts printed directly on the report form. Both the Elevator and Cashier Sections shall add to their monthly reports the dollar value of all fees received under this section of law. The Elevator Section shall maintain a list of all paid inspection reports containing the following information by month:

Address _____ #Units _____ $ _____

Monthly reports shall be sent to Executive Chief Inspector, Thomas B. Loudon.

Cornelius F. Dennis, P.E.
Assistant Commissioner - Operations

CFD:rmr
cc: Executive Staff

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