

Elevator third party witness will first need to register with the city before performing inspections. Complete and present this form and submit along with a copy of TDLR license, QEI license and certificate of liability insurance via email at or in person with valid photo identification.

**THIRD PARTY INSPECTOR INFORMATION**

Name: \_\_\_\_\_ Driver's Lic. No.: \_\_\_\_\_ State: \_\_\_\_\_

Address (No P.O. Box): \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Email Address: \_\_\_\_\_ Phone Number: \_\_\_\_\_

**BUSINESS OR COMPANY INFORMATION (IF ANY INFORMATION IS DIFFERENT)**

Company's Name: \_\_\_\_\_

Business Address (No P.O. Box): \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Email Address: \_\_\_\_\_ Phone Number: \_\_\_\_\_

**QEI CERTIFICATION**

<b>Type of Certification</b>	<b>Certificate Number</b>
<i>Qualified Elevator Inspector</i>	_____
<i>Texas Department of Licensing &amp; Regulation</i>	_____

**ACKNOWLEDGEMENT**

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**ELEVATOR INSPECTIONS CONTACT INFORMATION**

Phone Number: 832-394-8861

Physical Address: 1002 Washington Avenue, 4<sup>th</sup> FloorEmail: [hpc.elevatorsection@houstontx.gov](mailto:hpc.elevatorsection@houstontx.gov)

Mailing Address: P.O. Box 2688, Houston, TX 77252-2688

**FOR OFFICE USE ONLY**

Date: \_\_\_\_\_

Processed By: \_\_\_\_\_

