

# Elevator Safety Inspection

Use Fulcrum's Elevator Safety Inspection App to collect data during safety inspections and improve sharing between the office and technicians. Find the digital version of this form and more at <https://www.fulcrumapp.com/apps/elevator-safety-inspection>.

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## General

Address Street Address \_\_\_\_\_

City, State, Zip \_\_\_\_\_

Elevator Number \_\_\_\_\_

- ▶ Is a current copy of the elevator inspection certificate posted?  
 Yes       No

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## Does the certificate contain the following information?

- ▶ Date of Inspection  
 Yes       No
- ▶ Signature of Inspector  
 Yes       No
- ▶ Serial Number  
 Yes       No

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## Checklist

- ▶ Does the elevator have an emergency telephone system?  
 Yes       No
  
- ▶ Is the emergency telephone system operational?  
 Yes       No
  
- ▶ Is Public Safety able to identify your location?  
 Yes       No
  
- ▶ Is a sign or plate indicating the elevator's maximum capacity posted in plain view?  
 Yes       No
  
- ▶ Is the elevator properly lighted?  
 Yes       No
  
- ▶ Are safety shields installed over the light fixture?  
 Yes       No
  
- ▶ Is the elevator easily accessible by people with disabilities?  
 Yes       No
  
- ▶ Are floor landings in good repair?  
 Yes       No
  
- ▶ Is the elevator door working properly?  
 Yes       No
  
- ▶ Is the elevator free of noises and vibrations while operating?  
 Yes       No
  
- ▶ Is elevator door sensor operating properly?  
 Yes       No

▶ Is there a visible sign indicating not to use the elevator in case of fire?

Yes       No

▶ If fire sign is missing, indicate floor.

\_\_\_\_\_

▶ Is the audible signal operating properly?

Yes       No

▶ Are the direction indicator lights working properly?

Yes       No

▶ Are the call buttons for all floors working properly?

Yes       No

Comments

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Corrective action  
needs to be taken by

\_\_\_\_\_

Signature

\_\_\_\_\_

Name

Please print

\_\_\_\_\_

Date

\_\_\_\_ / \_\_\_\_ / \_\_\_\_

Time

\_\_\_\_ : \_\_\_\_ **AM / PM**



Fulcrum is a mobile app creation platform that lets you digitize checklists like this easily — and automate related workflows! — without writing any code.

Check us out at [fulcrumapp.com/checklists](https://fulcrumapp.com/checklists)