



**STATE OF NEVADA MECHANICAL
COMPLIANCE SECTION
CONTRACTOR PRE ELEVATOR INSPECTION CHECKLIST**

E-mail to:
MCS@dir.nv.gov

State ID#:		Date:	
Building Name:			
Location:			
Construction Company:			
MCP included (check box):	Yes: ☐	No: ☐	Date MCP Received:
General Contractors Representative's Signature:			
THIS MUST BE FILLED OUT, SIGNED, AND DELIVERED TO THE MECHANICAL COMPLIANCE SECTION TO SCHEDULE AN ELEVATOR INSPECTION			
MACHINE ROOM / SPACE		Code Ref. from A17.1-2019	Date Completed
Enclosure of Machine Room Space		2.7.1	
Access Door Self Locking & Self Closing		2.7.3.4	
Temperature Control of Machine Room & Control Space		2.7.9.2	
Lighting of Machine Room		2.7.9.1	
GFCI in Machine or Control Space		NEC 620-85	
Fused Main Electrical Disconnect Switch		NEC 620-51	
Elevator Car Electrical Disconnect Switch w/ Lock Out Provision		NEC 620-22	
Automatic Disconnect Means Provided Shunt Trip IF Sprinkled		2.8.3.3.2 thru 4	
Fire Alarm Initiating Devices Installed Per Code		2.27.3.2	
Only Elevator Utilities, Piping, and Ducting		2.8.3	
ABC Fire Extinguisher Provided		8.6.1.6.5	
Battery Lowering Auxiliary Contact Provided		NEC 620-51	
INSIDE CAR		Code Ref. from A17.1-2019	Date Completed
Means of Two Way Communication & Monitoring Provided		2.27.1.1.3	
Fire Recall Phase 1 & Fire Service Phase 2 Tested & Functioning		2.27.3.2 & 3	
Cab Panels & Floor covering approved and installed		2.14.2.1.1 & 3.14	
Auxiliary Lighting Provided in Car & Tested		2.14.7.1.3	
OUTSIDE OF HOISTWAY		Code Ref. from A17.1-2019	Date Completed
Landing Sills / Landings		2.11.11.1	
Fire Alarm Initiating Devices Installed & Tested		2.27.3.2	
PIT		Code Ref. from A17.1-2019	Date Completed
Pit Light Switch & Location		2.2.5 & NEC 620-24	
Pit Light Provides 10 Foot Candles		2.2.5.1	
GFCI Receptacle in Pit & Single Non-GFCI for Sump Pump		2.2.5 & NEC 620-24 & 85	
Pit Access Ladder		2.2.4.2	
Pit Sump & Pump 3000 gph per Elev.		2.2.2.5	
Heat Detector installed & Tested (if Sprinkled) Phase 1		NFPA72 21.3.7	
TOP OF CAR		Code Ref. from A17.1-2019	Date Completed
Hoistway Vented		2.1.4 IBC 2012	
Only Elevator Utilities, Piping and Ducting		2.8.2.2	
Hoistway sides of Door Frames Sealed		2.1.1.1	
Hoistway Clearances		2.1.6 & 2.5.1	
Projections, Recesses, and Setbacks		2.1.6.2	
Construction of The Hoistway Enclosure		2.1.1	
Refuse Space		2.4.7	
Fire Alarm Initiating Devices Installed Per Code & Tested		2.27.3.2	
Elevator Company:		Date:	
By signing below you are stating that the above listed Elevator installation is complete, Pre-Tested, and ready for Inspection.			
Signature:		Printed Name:	Date:
Requested Inspection Date:			
MCS USE ONLY; Date Inspection Scheduled:		Inspector Assigned:	