



**The Commonwealth of Massachusetts**  
**Division of Professional Licensure**  
**Office of Public Safety & Inspections (OPSI)**  
**1000 Washington Street, Suite 710**  
**Boston MA 02118**  
**Elevator Division - 524CMR**  
**Elevator Permit Expiration**

April 1, 2021

Chilmark Town Hall  
401 Middle Road  
Chilmark, MA 02535

The following elevator is due for inspection.

**Elevator Number: 62-W-2**

**Elevator Type: Wheel Chair**

**Building: Chilmark Town Hall**

**Building Location: 401 MIDDLE ROAD, CHILMARK**

**Certification Expiration: June 30, 2021**

Dear Building Owner,

Our records indicate that there is an elevator/lift at the location listed above and that the Certificate will be expiring within the next 90 days. Applications for annual inspections are due 90 days prior to the expiration date of the elevator. Please check the expiration date on the Inspection Certificate issued by the Office of Public Safety and Inspections (OPSI); this should be posted in your elevator. If you or your elevator maintenance company have already submitted an application for annual inspection to the OPSI you may disregard this notice.

Please be advised that Massachusetts State Regulations require that all types of elevators in commercial buildings be inspected every year, with the exception of wheelchair lifts, LULAs, VRCs, and dumbwaiters which require inspection every two years. Elevators must have a valid certificate issued by the Commonwealth. Elevators/lifts must be inspected by a Massachusetts State Elevator Inspector.

Effective on July 1, 2013 failure to comply with the law subjects the owner to penalties including fines of \$100 per day that the elevator/lift is in operation without a valid certificate. It is your responsibility to make sure your elevator/lift complies with Massachusetts State Regulations.

If your elevator/lift is inoperable or if you simply no longer use it, pursuant to 524 CMR 11:00 it must be decommissioned. Once this unit has been decommissioned, an inspection will be scheduled by OPSI.

Instructions for inspection and decommissioning a unit may be found on our website under the elevator tab (<http://www.mass.gov/ocabr/government/oca-agencies/dpl-lp/opsi/>). Please contact an elevator maintenance company of your choice to complete this process.

Respectfully,

Office of Public Safety and Inspections  
Elevator Division

The Commonwealth of Massachusetts, Division of Professional Licensure, Office of Public Safety and Inspections

1000 Washington Street | Boston, MA 02118

Tel: (617) 727-3200 | Fax: (617) 727-5732

<http://www.mass.gov/ocabr/government/oca-agencies/dpl-lp/opsi/>