

How to Track Inspections

You can now track your inspections, including any requirements and comments. If you are interested in additional tools you can find how to register for an account on the FAQs & Training link on the left-hand side of the page; however, you do not have to have an account to access inspection information.

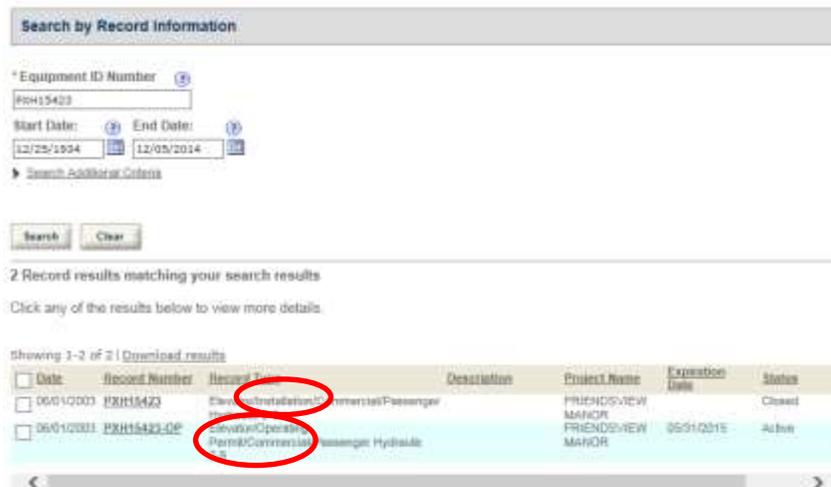
To track inspections, go to the Elevator Permits website at www.ElevatorPermits.Oregon.gov.

Once you have navigated to the Elevator Permits page, click on “Search for Information” location in the middle of the page:

Then click on “Search for Information” on the Elevator tab:



Enter your equipment ID number (which is the same as the permit number) in the field without changing the start or end dates and click the search button. If your installation is complete, you should see two records in your search results. One record is for the installation and one is for the operating permit:



To view a report showing the entire inspection history, including any comments entered by the inspector, click on the record number you want, then on “Reports” in the upper right-hand corner and select “ACA Inspection”:



If the inspection history does not open for printing, you will need to adjust your pop-up blocker to allow the report to open.