



STATE OF WEST VIRGINIA
 WEST VIRGINIA DIVISION OF LABOR
 ELEVATOR SAFETY SECTION
 1900 KANAWHA BOULEVARD EAST
 STATE CAPITOL COMPLEX - BUILDING 3, ROOM 200
 CHARLESTON, WV 25305
 PHONE (304) 558-7890 FAX (304) 558-2415
www.labor.wv.gov

BIENNIAL RENEWAL APPLICATION FOR ELEVATOR MECHANIC LICENSE

§ 42-21A-8.2. An elevator mechanic, accessibility technician, a LULA elevator technician, a limited technician, or an elevator apprentice is responsible for submitting his/her license or registration renewal to the Commissioner prior to the expiration date.

§ 42-21A-9.1. An elevator mechanic shall complete 16 hours of continuing education instruction during the 2 year period immediately preceding the renewal of his or her license.

§ 42-21A-9.2. An elevator mechanic shall submit documentation of his or her successful completion of continuing education with his or her renewal application.

§ 42-21A-9.3. Acceptable continuing education instruction shall be taught by providers approved by the Commissioner.

APPLICANT INFORMATION

Last	First	Middle	License #
Home Mailing Address		E-Mail Address	
City		State	Zip Code
Home Phone Number		Cell Phone Number	
Current Employer			WV Contractor License # WV _____

PROOF OF CONTINUING EDUCATION

I certify that during the previous 24 months I obtained the required 16 hours of continuing education from one or more of the approved continuing education courses(see attached).

Please list course information:

Sponsor: _____	Course Name: _____	Hours: _____
Sponsor: _____	Course Name: _____	Hours: _____
Sponsor: _____	Course Name: _____	Hours: _____
Sponsor: _____	Course Name: _____	Hours: _____

Any applications without supporting certificates of completion will be disapproved.

LICENSE FEE

Please include a check or money order in the amount of **\$180.00** (for 2 yrs) payable to the WV Division of Labor. When you provide a check as payment, you authorize us to make a one-time electronic fund transfer from your account or to process the payment as an image transaction. When we use information from your check to make an electronic fund transfer, funds may be withdrawn the same day you make your payment and you will not receive your check back from your financial institution.
If you are listed as the license holder on the WV Contractor License, this license fee is waived. Do not send fee.

AFFIRMATION

I hereby affirm under penalty of perjury that all of the information provided with this application is true to the best of my knowledge. By signature I am also permitting the Division of Labor to confirm any information I provide on the application.

Signature	Date
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