**Section 1000.120 Registration of Conveyances**

a) Registration of Newly Installed Conveyances

*It shall be the responsibility of the owner to complete and submit first time registration for new installations and to pay the fee for registration, prior to the issuance of the initial certificate of operation.* [225 ILCS 312/95(a)] The owner shall pay a registration fee of $30.

b) Registration of Existing Conveyances

Owners must register their existing conveyances with OSFM and pay a registration fee of $30.

c) The registration shall be on a form provided by OSFM that shall require identification of the conveyance type, rated load and speed, manufacturer, location, purpose and date of installation, along with any other information deemed necessary by OSFM.

d) OSFM shall issue for each conveyance a registration identification plate with the registration number inscribed that shall be used to identify the conveyance. The registration plate shall be permanently affixed/attached to the elevator conveyance control panel.

e) Replacement registration identification plates shall require a fee of $10 for each additional plate.

f) Registrations are not required for private residence conveyances. No fee will be charged for voluntarily registering existing private residence conveyances and no penalties will be incurred by the owner of a private residence. These conveyances are not covered by the Act.

(Source: Amended at 48 Ill. Reg. 825, effective December 28, 2023)