

PASSENGER LIFT COMPLETION AND HANDOVER NOTICE



To:

Passenger Lift Installation at:

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STANNAH LIFTS
Anton Mill, Andover
Hampshire SP10 2NX, England

Tel: (01264) 339090
Fax: (01264) 337942

Job No:

Lift Model:

No. of floors served:

We are pleased to advise you that your lift installation has now been tested in accordance with the Lifts Regulations 1997. It is designed to give many years of reliable service. To ensure your lift always remains safe and in good working order, it will be necessary for you to enter into a service contract with our local service branch. A service contract may already be included, please see page 2 for details.

We would like to point out that you have a legal responsibility to ensure that your lift is kept safe and in good working order. Regular maintenance in accordance with our recommendations will help you meet these obligations.

During the first few months of use, the lift may be subjected to conditions that could affect its reliability, for example: builders' dust, damp or passengers being unfamiliar with the operation of the lift. In the event of the lift not functioning correctly, our local service branch will be available to help you. They will receive a copy of this notice, to let them know that your lift has been handed over to you.

We can leave the lift switched 'on' or 'off', but would strongly recommend that the lift is left inoperative until servicing arrangements have been finalised and any builders' work as advised separately has been completed.

If the lift is used after handover and before a service contract is taken out, or before any outstanding items of builders' work are complete, then our guarantee may be invalidated and any costs for remedial work would regrettably need to be passed to you.

THIS SECTION SHOULD BE COMPLETED BY YOU, WHERE NECESSARY, AS YOU ARE THE PERSON ACCEPTING RESPONSIBILITY FOR THE LIFT AT THE TIME OF HANDOVER

To Stannah Lifts Ltd. I confirm by a '✓' that:

The Lift Operation and Emergency Release Procedures have been demonstrated to me and I fully understand them.

I have been made aware of the following items in the lift machine room:

- Emergency Release Procedure Notice Emergency Door Release Key
 Electric Shock Treatment Notice Rubber floor mat for electrical safety

I have received the Owners Pack comprising:

- OPERATIONS MANUAL GENERAL ARRANGEMENT AND BUILDERS' WORK DRAWING
 ELECTRICAL SCHEMATIC DRAWING COPIES OF COMPONENT TEST CERTIFICATES AS APPROPRIATE
 E.C. DECLARATION OF CONFORMITY COPY OF THE STANNAH LIFTS QUALITY ASSURANCE CERTIFICATE
 YOUR GUARANTEE

I will ensure that all this information is passed on to the person responsible for the lift.

I accept responsibility for the builders' work items as advised to me and confirm that the lift is free from visual defects, operates to my satisfaction, and accept handover of the lift as at today's date.

Name: On behalf of

Address:

Handover date: Signature:

Name of Tester:	Tester's Signature:	Service Branch:
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