

ARTICLE 24.1-51
LICENSURE AND REGISTRATION OF ELEVATOR INSTALLERS

Chapter
24.1-51-01 Licensing and Registration Requirements

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LICENSING AND REGISTRATION REQUIREMENTS

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24.1-51-01-01. Application and annual license registration fees.

1. Upon receiving an application packet for an elevator's license from a contractor or an individual applicant, the board shall process and review the application for applicant's employment verification of conveyance construction experience or other licensure as outlined under this section. Upon final approval of the completed application by the board, the applicant must be notified of an approval or denial of licensure. Upon receiving the notification of approval, the applicant shall contact the board and inform the board of receipt and the license and registration fees must be paid separately.
2. An applicant shall have the necessary qualifications, training, and technical knowledge to install, inspect, and repair conveyance apparatus and equipment in accordance with the standard rules and regulations of the ASME code.
3. The board issues an identification card to currently licensed and registered conveyance personnel. This identification card, along with a government-issued picture identification card, shall be in the possession of the mechanic when doing conveyance work. If the identification card is misplaced or destroyed, a replacement charge to cover board costs must be imposed.
4. The application fees are as follows:
 - a. Elevator inspector (mechanic) \$50.00
 - b. Elevator contractor \$250.00
5. The license and registration or annual renewal fees are as follows:
 - a. Elevator inspector (mechanic) \$50.00 Expires March thirty-first
 - b. Elevator contractor \$250.00 Expires April thirtieth

Expired licenses and registrations require a reinstatement fee equal to the annual fee.

History: Effective July 1, 2026.

General Authority: NDCC 43-09-27

Law Implemented: NDCC 43-09-27, 43-09-28, 43-09-29, 43-09-30, 43-09-31, 43-09-32, 43-09-33, 43-09-34

24.1-51-01-02. Elevator mechanic.

An elevator inspector (mechanic) is an individual having at least eight thousand hours of experience working as a licensed elevator mechanic under the supervision of an elevator contractor or

similar contractor of record and other qualifications as required by the board. An elevator mechanic is an individual responsible to adhere to all the adopted laws and rules of the North Dakota conveyance standards. Conveyance work must be done under the supervision of an elevator contractor or elevator contractor of record.

History: Effective July 1, 2026.

General Authority: NDCC 43-09-27

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24.1-51-01-03. Elevator contractor.

1. An elevator contractor is an individual responsible to adhere to all laws and rules of the North Dakota conveyance standards and has shown proof of liability insurance and provide proof of five years of practical elevator installations and other qualifications as required by the board; or
2. An elevator contractor of record is an individual responsible to adhere to all laws and rules of the North Dakota conveyance standards for the partnership, company, corporation, limited liability company, or association and has shown proof of liability insurance that the elevator contractor of record is covered by the organization and provide proof of five years of practical elevator installations and other qualifications as required by the board. The elevator contractor of record is not allowed to work on other property other than property owned or leased by the organization.

History: Effective July 1, 2026.

General Authority: NDCC 43-09-27

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24.1-51-01-04. Elevator apprentice.

An elevator apprentice is an individual who works directly under the supervision of a licensed elevator mechanic or elevator contractor. An applicant who has prior experience outside of the state of North Dakota may verify the practical experience obtained in order to apply credit toward the verification of hours toward a North Dakota elevator mechanic's license.

History: Effective July 1, 2026.

General Authority: NDCC 43-09-27

Law Implemented: NDCC 43-09-27, 43-09-28, 43-09-29, 43-09-30, 43-09-31, 43-09-32, 43-09-33, 43-09-34

24.1-51-01-05. Supervision and responsibilities.

1. A licensed elevator contractor shall supervise the individuals installing conveyance equipment which may work as an apprentice under a licensed elevator mechanic may not allow an apprentice to work on any installation without direct constant supervision by a North Dakota licensed elevator mechanic or elevator contractor working directly with the apprentice at the worksite.
2. If an apprentice is found to be doing conveyance equipment work not under the direct supervision of a licensed elevator mechanic or elevator contractor, an investigative fee may be charged to cover the costs incurred by the board. Costs must be calculated at a rate of fifty dollars per hour and mileage rates currently allowed by North Dakota Century Code section 54-06-09 per mile of travel.

3. Elevator contractors shall maintain records of all individuals who are or will be performing conveyance work for the contractor and shall permit the electrical board to examine and copy all such records as required by this section. It is the responsibility of the elevator contractor to ensure all individuals who are or will be performing conveyance work are licensed or registered apprentices with the board.
4. Any elevator contractor who fails or refuses to comply with this section or who fails or refuses to comply or demonstrate compliance with this section at the request of the board or its representative shall subject the individual's license to nonrenewal, suspension, or revocation by the board.
5. An elevator contractor may exercise its privileges as a licensed contractor for no more than one shop or business and shall comply with provisions as required for contracting with the secretary of state's office as stated in North Dakota Century Code chapter 43-07. An elevator contractor must be actively engaged in the supervision of every project certified under that contractor's license. An elevator contractor shall notify the board office immediately upon changing their status for the business they represent.

History: Effective July 1, 2026.

General Authority: NDCC 43-09-27

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