



CHERIE K. BERRY
COMMISSIONER

JONATHAN R. BROOKS
BUREAU CHIEF
ELEVATOR AND AMUSEMENT DEVICE BUREAU

DATE: March 28, 2008

MEMO TO: Amusement Device Companies

RE: Insurance Certificates

Effective April 15, 2008, this Bureau will require all amusement device companies currently registered with the state of North Carolina to have the North Carolina Department of Labor, Elevator and Amusement Device Bureau placed on your Certificate of Insurance as a certificate holder.

Please have your insurance carrier send a copy of the updated certificate of insurance to our office via fax: 919-807-2777. Those companies that fail to provide this updated information by the date listed above will not have inspection requests processed until the information is received.

If any further information is needed concerning this directive, please contact our office.

Respectfully,

Thomas Chambers
Assistant Bureau Chief

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