



**CHERIE K. BERRY**  
COMMISSIONER

**THOMAS M. CHAMBERS**  
ACTING BUREAU CHIEF  
ELEVATOR AND AMUSEMENT DEVICE BUREAU

January 27, 2010

MEMO TO: All Amusement Companies

FROM: Tom Chambers  
Acting Bureau Chief

Please be advised that all companies currently registered with this Bureau that are engaged in the business of inflatable rentals must be sure to schedule their annual inspection with our Bureau **before March 31, 2010**. We ask that you schedule your inspections no later than **Feb. 5, 2010** to ensure we have inspectors available to conduct your inspections.

Please be sure you have all training records, a current certificate of insurance, device manuals, and all data collection information into our office before the date of the inspection. We ask that you check your inventory for any damaged conditions that may be present that would require any repairs to the equipment prior to the inspector conducting your inspection. This will afford you time to make any repairs.

We would also like to commend each of you for your commitment to safety and your professionalism. If there are any questions please contact our office.

Respectfully,

Tom Chambers

Cc: Area Supervisors