



Technical Standards and Safety Authority
 345 Carlingview Drive
 Toronto, Ontario M9W 6N9
 Fax: 416.234.9169
 Customer Service: 1.877.682.8772
 Email: customermanagement@tssa.org

Elevating Devices - Change of Information

Under Ontario's Technical Standards and Safety Act Elevating Devices Regulation

Complete this form to report changes of information.

Please check: Change of Property Management
 Change of Mailing Address

Effective Date: _____
 (dd-mm-yyyy)

OWNER/LICENSEE INFORMATION - "Owner" includes the owner of the building in which an elevating device is located, the person in charge of the device as the holder of the licence, lessee, agent, owner of the device, or otherwise, **but does not include an attendant, property manager or operator of the device.**

A. Owner/Licensee Name		TSSA Account No.	
Primary Address (Physical location of the business) Cannot be a PO Box			
Street No.	Street Name	Unit	
Town/City	Province	Postal Code	

B. Current Property Management Company (If applicable)		
Company Name		
Contact Name	Email	Telephone No.

C. Billing Address same as primary address <input type="checkbox"/> Yes <input type="checkbox"/> No (Invoices will be mailed to this address)			
Street No.	Street Name	Unit	PO Box
Town/City	Province	Postal Code	
Bill Preferred Delivery Method		E-invoice email address:	
E-invoicing: <input type="checkbox"/> Yes <input type="checkbox"/> No			

D. Shipping Address same as billing address <input type="checkbox"/> Yes <input type="checkbox"/> No (Licences will be mailed to this address)			
Street No.	Street Name	Unit	PO Box
Town/City	Province	Postal Code	

NOTE: Please include a complete list of all elevating devices installation numbers and licence numbers affected by this change. (Use separate sheet, if necessary).

E. Device Location Address		
Street No.	Street Name	
Town / City	Province	Postal Code



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List of Installation/Licence Numbers Maintained

Date: (dd-mm-yyyy)	Applicant's Official Capacity	Applicant's Name	Signature
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**Information provided in this application is releasable under the Freedom of Information and Privacy Protection Act and may be disclosed upon request.*