



GOVERNMENT OF TAMILNADU ELECTRICAL INSPECTORATE

APPLICANT MANUAL FOR RENEWAL OF LIFT LICENCE TO WORK AN ESCALATOR

(FORM G)

1. Go to the website <https://tnei.tn.gov.in/lift/>
2. To access the portal click 'Login' and enter the Email ID and password in the fields.

The screenshot displays the official website of the Government of Tamil Nadu Electrical Inspectorate. The header includes the date '24 November, 2024, Sunday', a 'Skip to Navigation' link, and text size controls. The main header features the organization's name in English and Tamil, along with the state emblem. A 'Lift / Escalator Licence' button is visible in the top right. On the left, a sidebar menu contains links for 'Login', 'Sign Up', 'Forgot Password', and 'Guidelines'. The 'Login' section is highlighted with an orange box and a callout 'Click on Login' with an arrow pointing to the 'LOGIN' button. The login form includes fields for 'Email ID' and 'Password', both masked with dots. Below these fields is a CAPTCHA image with the text 'Type the characters you see in the picture' and the characters 'vcmhn'. Links for 'New Consumer?' and 'Forgot Password?' are provided. At the bottom of the login section, there is a notice about the revised fee structure. The footer contains the copyright notice: '© Copyright 2024 All rights reserved with Electrical Inspectorate, Government of Tamil Nadu'.

3. After logging in successfully, click on "Apply Form G" tab under the section "Lift Licence Renewal (Form G)" to renew the lift licence. Then click on Send renewal request. Complete all fields of Form G, attach required files, and click "Apply" to make an application.

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Government of Tamil Nadu
Electrical Inspectorate

தமிழ்நாடு அரசு
மின் ஆய்வுத்துறை

Lift & Escalator Licence

Welcome SithanthamSI!

Renewal Request

S. No.	Escalator Licence No	Expiry Date	Action
1	77999	07 Jan 2016	Send Renewal Request
2	ZXCZX	03 May 2023	Renewal Request Sent

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Escalator Licence
Renewal (Form G)

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Lift & Escalator Licence

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Apply for Renewal

Registered No. 77999
Date of Registration 08-01-2015
Date of Expiry 07-01-2016
Address of Escalator Erected 15, Peter's road
Name of Annual Maintenance Company (AMC) -- Please Select --
Attach Copy of AMC agreement: Choose file No file chosen
Renewal Fee and Additional Fee:: Rs. 70300
Copy of Insurance Policy: Choose file No file chosen
☐ View Rule 5 (1) TNLR 1997


Fill in all fields

APPLY

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- After generating Form G by clicking on 'Generate PDF', click on 'View Form G' to download 'Form G'.

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FORM G

[See rule 5 (1)]

APPLICATION FOR RENEWAL OF LICENCE FOR WORKING AN ESCALATOR

To

Electrical Inspector / Chennai - North,
Thiru.vi.ka. Industrial Estate,
Guindy,
Chennai - 600032.

Escalator Ref. No 56789

Sir,

Sub: Application for renewal of licence for working the Escalator at **15, Peter's road, 600020**

As required under rule 5 (1) of the Tamil Nadu Lifts and Escalator Rules, 1997, I/We here by apply for the renewal of licence for working the escalator and the required particulars are furnished below and request that renewal of licence may be granted.

1.	Full name and address of the applicant	M/S. Abc pvt ltd,15, Peter's road
2.	Contact Number and E-mail Id	.
3.	Address of the place where the escalator has been erected together with the name of the Owner thereof	15, Peter's road-600020
4.	Details of licence previously granted	No 77999
5.	Details of fee paid.	Rs.70300
6.	Whether a copy of valid Insurance Policy taken by the Owner of the escalator covering insurance for person using the escalator is enclosed.	Attached
7.	Whether a copy of Annual Maintenance Contract for the escalator is enclosed.	M/s.Kone Elevator India Pvt Ltd Copy of AMC agreement is attached
7.	Whether a copy of test reports issued by the authorised competent person is enclosed.	Attached

Yours faithfully,

Signature of the Owner of the Escalator

GENERATE PDF

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5. After it has been downloaded, sign the Form G. Select the "View Renewals" tab under the "Lift Licence Renewal (Form G)" section. To submit the signed Form G, select "Submit Form G" under the "Action" tab.

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Lift & Escalator Licence

Welcome Sithanantham!

Renewal Details

Form G Generated successfully

Note: Download the generated Form G and put the signature, then click Submit Form G to upload signed Form G.

S. No.	Escalator Licence No.	Request Sent Date	Validity	Queries	Form G	Action	Inspection Date
1	77999	07 Jan 2025	--		Download	Submit Form G	--
2	ZXCZX	28 Jun 2024	04 May 2023 - 03 May 2026		Download	Get Challan	--
3	ZXCZX	28 Jun 2024	03 May 2020 - 03 May 2023		Download	Issued	--

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Escalator Licence Status (Form F)

Escalator Licence Renewal (Form G)

Challan

Name Change of Escalator Licence

Lifts Managements

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6. Upload the signed Form G and click on 'Submit'.

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Lift & Escalator Licence

Welcome SithananthamS!

Submit Form G

Select Licence No. 77999

Signed Form G Choose file No file chosen

SUBMIT CLEAR ALL

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5. Select the lift for which challan is to be generated and click 'Generate Challan'. The generated challan is for reference purpose only and should not be used for payment at treasury banks. Kindly use the reference number mentioned in the challan and pay through karuvoolam site <https://www.karuvoolam.tn.gov.in/challan/echallan>

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Submit Form G

The Form G uploaded successfully.

Select	Escalator Licence Number	Applicant Name	Fee Amount (Rs)
<input checked="" type="checkbox"/>	77999	Abc pvt ltd	70,300.00
		Total Amount (Rs)	70,300.00

GENERATE CHALLAN

Note: This Challan is for your reference purpose only and should not be used for payment at treasury banks. Kindly use the reference number mentioned in the challan and pay through karuvoolm site (<https://www.karuvoolam.tn.gov.in/challan/echallan>)

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- After successful payment of fee, upload the paid challan and fill out the details in the 'submit paid challan' tab and then click 'submit'.

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Submit Paid Challans

Challan No.

Reference No.

Date of Payment

Fee Paid

Upload Challan

(Note : Original remitted challan to be sent to department.)

Type the characters you see in the picture

Upload challan

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- On receipt of Form G, the Inspector shall make an inspection within fifteen days and on getting himself satisfied that the provisions of the Act and these rules are complied with, the Inspector shall renew the licence in Form "F" within fifteen days from the date of receipt of rectification of defects, if any. To view the status of the form F click on 'View Renewals' and download the issued form F in the 'Action' tab.

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