

# Oklahoma Department of Labor



Leslie Osborn  
COMMISSIONER OF LABOR

## Guideline

TO: Amusement Ride Owners

FROM: James Williams  
Director, Safety Standards Inspection Services

RE: Application/Registration

**NOTE:** All Amusement Rides must meet all requirements per 40 O.S. § 460, et seq. and OAC 380:55 and applicable ASTM standards and all administrative guidelines. Guidelines can be found on the Oklahoma Department of Labor website, [www.labor.ok.gov](http://www.labor.ok.gov).

- All Amusement Rides will be required to be registered with the Oklahoma Department of Labor and owners/operators must provide proof of their insurance coverage on an annual basis.
- The annual application is available at [www.labor.ok.gov](http://www.labor.ok.gov) . Applications are submitted to [odol.amusement@labor.ok.gov](mailto:odol.amusement@labor.ok.gov).
- All registration and inspections are scheduled through the office by email at [odol.amusement@labor.ok.gov](mailto:odol.amusement@labor.ok.gov) or by calling (405) 521-6100 or (405) 521-6604 during business hours (M-F/8-5).
  - All information must be provided before an inspection will be scheduled.
  - Late or last minute requests of the inspector to inspect additional rides not submitted at the time of scheduling will be dependent on the inspector's available remaining time.
  - Rides can be added prior to the scheduled inspection if provided to the office before the scheduled inspection.
    - ❖ **PAGE ONE**-Provide company general information to ensure your account is properly set up or updated with new information, signature and date by owner or manager.
    - ❖ **PAGE TWO**-Provide complete address, date and time where inspection is to be conducted and number of rides to be inspected and show date open and closing dates.
    - ❖ **PAGE THREE**-Provide ride name, manufacture and serial number of each ride you are intending on operating in the state of Oklahoma. Submit to [odol.amusement@labor.ok.gov](mailto:odol.amusement@labor.ok.gov).
- Provide a photo of each ride. Photos can be taken at the time of inspection and then emailed to [odol.amusement@labor.ok.gov](mailto:odol.amusement@labor.ok.gov) you may request for the inspector to take photos as well.
  - Label each ride as follows:  
COMPANY NAME-RIDE NAME-SERIAL NUMBER
- All Registrations must be paid prior to scheduling of inspections or any further action.

- Provide Certificate of Liability Insurance coverage in the amount of not less than One Million Dollars (\$1,000,000.00) insuring the owner or operator for injury suffered by persons riding the amusement ride and per Oklahoma Amusement Ride Safety Statutes **40 O.S. § 467** and Administrative Rule **380:55-11-1** showing the ODOL listed as a certificate holder.
  - Oklahoma Department of Labor  
Safety Standards Division  
3017 North Stiles, Suite 100  
Oklahoma City, OK 73105

**40 O.S. § 460.2 (b)** Rules promulgated pursuant to subsection A of this section shall include the following language:

The owner of an amusement ride shall maintain up-to-date maintenance, inspection, and repair records between inspection periods for each amusement ride in the manner provided by the Commissioner of Labor. The records shall contain a copy of all inspection reports commencing with the last annual inspection, a description of all maintenance performed, and a description of any mechanical or structural failures or operational breakdowns and the types of actions taken to rectify these conditions.

**NOTE:** This Guideline is meant to assist in the guidance provided for in 40 O.S. § 460, et seq., OAC 380:55 and applicable ASTM standards and all administrative guidelines and is not an exhaustive document.

If you have any questions, don't hesitate to contact me at 405-521-6100/888-269-5353 or at [james.williams@labor.ok.gov](mailto:james.williams@labor.ok.gov)

Sincerely,



James Williams, Director  
Safety Standards Inspection Services  
Oklahoma Department of Labor