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.

- 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. Applications are submitted to odol.amusement@labor.ok.gov.
- All registration and inspections are scheduled through the office by email at 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.

- Provide a photo of each ride. Photos can be taken at the time of inspection and then emailed to 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.
o 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 Statues 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

Sincerely,

[Signature]

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