

# Oklahoma Department of Labor



Leslie Osborn  
COMMISSIONER OF LABOR

## Guideline

TO: Amusement Ride Owners

FROM: James Williams  
Director, Safety Standards Inspection Services

RE: Annual Application – Registration/Inspection

**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 require registration and inspection by 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).
  - Inspections are schedule to be conducted during regular business hours (M-F, 8-5) by submitting the annual application. Requests are to be received a minimum of 72 hours (3 business days) prior to the inspection request in order to guarantee inspector availability. The annual application is available at [www.labor.ok.gov](http://www.labor.ok.gov). All information must be provided before an inspection can be scheduled. Submit completed application to:

Oklahoma Department of Labor  
Safety Standards Division  
409 NE 28th Street, 3rd Floor  
Oklahoma City, OK 73105  
[odol.amusement@labor.ok.gov](mailto:odol.amusement@labor.ok.gov)

- 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, serial number and US numbers (assigned to hard/mechanical rides) and/or OK numbers (assigned to inflatables) 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).
- Accounts with a past due history will be required to pay Registration fees prior to the first scheduled inspection. Inspection fees for the previous inspection will be required to be paid in full prior to subsequent inspections.
- 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.

## **INSURANCE**

- Owners/operators must provide proof of insurance coverage on an annual basis prior to use.
- Upon renewal of insurance coverage, a copy must be provided to the Oklahoma Department of Labor (ODOL).
- Owners/operators are required to provide a 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 as shown below

Oklahoma Department of Labor  
 Safety Standards Division  
 409 NE 28th Street, 3rd Floor  
 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,

A handwritten signature in black ink that reads "Jim Williams". The signature is written in a cursive, slightly slanted style.

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