

Elevator Instructions

Absolutely NO children in elevator WITHOUT adult supervision at ALL times. Improper use of elevator can cause serious harm.

1. Press the "call button" to unlock exterior door
2. Gently open elevator door and gate
3. Close the door and gate before pressing desired floor button
4. If you do not exit elevator immediately, door locks will time out. In the event this happens press the floor button again and door locks will release.
5. Always make sure elevator gate is closed after exiting elevator (elevator will not call if gate is left open)
6. Wait for elevator to come to a complete stop before opening gate and exiting elevator.
7. To operate telephone in cab, must have working telephone line. Press and hold for approximately 3 seconds on/off button to turn on phone, dial number
8. If elevator phone is not operable, please carry cell phone.

Elevator Troubleshooting:

1. Always verify stop button has not been pushed in
2. Elevator floor is flush with floor it is located at
3. Cycle the elevator gate (If the exterior door has been opened, elevator gate must be opened and closed before shutting exterior door. If the elevator has been called 4 times without the exterior door being opened, elevator gate must be cycled.)