



Hollister-Whitney

ELEVATOR CORPORATION

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LAYOUT DRAWING INFORMATION (MACHINE ROOM ONLY - OVERHEAD APPLICATION)

Company:	Date:
Address:	Job Name:
Contact:	Job Address:
Phone:	Your PO #:
Email:	H-W Contract #:

PLEASE PROVIDE THE FOLLOWING:

- General Specifications, Job Summary, or Scope of Project:** Or if unavailable, fill out H-W #E-166 Estimation and Order form, which is available online.
- Existing Hoistway / Machine Room:** For existing elevator construction provide a thorough field survey and/or the original elevator installation layout. Indicate machine room size and configuration; hoistway size and location (below) relative to the existing machine room walls, access door location & size; guide rail locations (below), location of all existing equipment in machine room that is to be retained in place. We have various survey forms available in Bulletin #1139 Field Surveys, which is available online.
- Modernization Jobs:** For "modernization" jobs indicate sizes and locations of all equipment that is to be retained. We have various survey forms available in Bulletin #1139 Field Surveys, which is available online. Identify all **existing** elevator equipment that you intend to keep in place:

<input type="checkbox"/> Car rails	<input type="checkbox"/> CWT. rails	<input type="checkbox"/> Governor
<input type="checkbox"/> Machine beams / DEH beams	<input type="checkbox"/> Machine	<input type="checkbox"/> Deflector sheave
<input type="checkbox"/> Controller	<input type="checkbox"/> Other: _____	
- Existing Car Being Retained:** List the total empty car weight: _____
- Governing Codes:** List the applicable ASME A17.1 Code year revision: _____
- Seismic Risk Zone:** Check the applicable seismic zone: 0 1 2 3 4 N/A (Existing)
- Incoming Building Power Supply:** _____ Voltage **Machine/Controller Power Supply:** _____ Voltage
- Machine:** Mfr.: _____ Model: _____ Geared / Gearless (circle one)
(If not being supplied by H-W, forward a job specific drawing of the machine.)
- Hoist Motor (Geared Machine):** Mfr.: _____ HP: _____ RPM: _____ Frame Size: _____
(If not being supplied by H-W)
- Controller:** Mfr.: _____ Model No.: _____ Size: _____ W. _____ D. _____ H.
- Drive Manufacturer (required if H-W is supplying a gearless machine):**
 KEB Magnetek Other (cable will be provided by customer)
- Jobs with Live Shaft Governor:** Standard shaft dia. Is 12 mm if using G.A.L. controls. If using other control manufacturer specify the required shaft diameter: 12 mm (.472") dia. .25" dia. .75" dia. 1.00" dia.

NOTE: If layouts are being prepared by H-W, we will require your written approval verifying the accuracy of the layout drawings and authorizing us to proceed with final engineering to release to production before any fabrication of equipment can proceed.