

Tower Crane Permit Program
Phone: 360-902-4949
Email: TowerCranePermitProgram@Lni.wa.gov

This checklist is designed as a tool to help inform prime contractors applying for a tower crane permit of the information and documentation required to complete the application process.

Prime Contractor Information

- Entity Name
- Unified Business Identifier (UBI)
- General Contractor License Number
- Entity Mailing Address, Phone Number, and Email Address
- Primary Contact Name, Phone Number, and Email Address

Planned Crane Activities

- Date of Activity (Assembly, Disassembly, or Reconfiguration)

Job Site Information

- Contact Name and Phone Number
- Job Site Address (Physical Address)

Tower Crane Owner Information

- Name of Tower Crane Owner (if the crane is leased, please list the leasing company (lessor) as the owner)

Required Plans & Documentation

- Accident Prevention Program (APP) for employers involved with operation, assembly, disassembly, or reconfiguration
- Written Job Plan as required under WAC 296-155-53911(3)(d)
- Copy of the tower crane operating manual
- Experience and qualifications for each employee directly involved with the permitted work, a copy of their experience and qualifications including but not limited to:
 - Operator Certifications
 - Rigger Qualifications
 - Signal Person Qualifications
 - Lift Director Qualifications
 - Assembly/Disassembly Director Qualifications

Tower Crane Information

- C-Number
- Crane Serial Number
- Crane Manufacturer
- Manufacturer Year
- Crane Model
- Crane Type
- Last Certification Date
- Load Test Experience Date
- Capacity at Max Radius (lbs)
- Max Rated Capacity (lbs)
- Max Operational Crane Height (ft)
- Hook Reach (ft)
- Height Under Hook (ft)
- Crane Assembly Height (ft)
- Jib Length (ft)
- Counter Jib Length (ft)
- Counter Weight (lbs)
- Is this a Non-Standard Base? (Yes or No)
- Is the Non-Standard Base Approved? (Yes or No)
- Final Total Number of Mast Sections