

**AMUSEMENT DEVICE UNIT**  
220 French Landing Drive, Floor 2B  
Nashville, Tennessee 37243  
(615) 741-1900

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## MEMORANDUM

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**TO:** AMUSEMENT DEVICE OPERATORS, INSPECTORS, AND AFFILIATES  
**FROM:** MIKE H. HARDY, MANAGER, AMUSEMENT DEVICE UNIT  
**SUBJECT:** APPLICATION FOR OPERATING PERMIT REVISION  
**DATE:** SEPTEMBER 27, 2023

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This memorandum is to advise of a recent revision to the Amusement Device Unit's permit 'Application' that places emphasis on the Unit's 'Report an Accident' process and serves as a reminder that all accidents requiring 'immediate transport' to a licensed off-site medical facility must be reported within 24 hours of the occurrence. Transport may be by ambulance or any other means.

**In accordance with Tenn. Code Ann. § 68-121-118 (c), 'Failure to Report an Amusement Device Accident' within 24 hours of occurrence will result in a penalty of \$300 per day until properly reported.**

Revised Application Form: [LB-3298 \(REV. 09-2023\) \(TN.GOV\)](#)

Additional details and unit contact information can be found on our website: [PERMITTING AND ANNUAL FEES \(TN.GOV\)](#)

**\*Application Type:**

**New Permit** – No previous permit has been issued     **Permit Renewal** – Renewal of previously issued permit

**\* As the Owner, Operator or Manager, I hereby certify that the amusement devices/attractions listed on the Device/Attraction List (Section 2) have been inspected within the past 90 days by a certified inspector and written documentation has been submitted by the certifying inspector stating that the devices/attractions listed met the applicable ASTM and/or ACCT industry standards. I hereby understand that each device/attraction listed on the Device/Attraction List (Section 2) must be reinspected every 12 months for this permit to remain valid.**

**\* Tennessee Law (§ 68-121-118) requires amusement device owners and operators to report any accident/incidents within 24 hours of occurrence if there is an immediate transport (by any means) of the patron to a licensed off-site medical facility. Accident Reporting can be performed online by using the following link. Report an Accident (tn.gov)**

**Signature** \_\_\_\_\_

Tenn. Code Ann. § 68-121-115 – (c) – any person who knowingly makes a false statement, representation, or certification in an application, record, report, or other document filed or required to be maintained under this chapter shall be guilty of a Class A misdemeanor.

A Tennessee Class A misdemeanor carries the following maximum terms and fines: Not more than 11 months, 29 days in prison and up to \$2,500 fine.