

# OTIS

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ELEVATOR  
PLANNING  
AND  
SELECTION  
GUIDE

2008

SELECTION PROCESS

HYDRAULIC ELEVATORS

GEN2<sup>®</sup> MACHINE-ROOMLESS ELEVATOR

ESCALATORS

FINISHES AND FIXTURES

# Otis...the global leader in elevator and escalator systems

## Planning and design programs to meet every need

### Before You Begin:

Otis Elevator Company, the world's leading manufacturer of elevator and escalator systems, meets the most rigid demands of planning, building and design professionals. We offer you two easy-to-use planning and selection guides:

- Architect's Assistant—Available on Otis.com. This simple, online plug-and-play program will generate customized CSI specifications and CAD drawings. It will help you design and build an elevator that meets building specification and code requirements
- Our E-Z Elevator Selection Process

These two distinct planning and selection tools are designed to help you meet the most demanding project requirements quickly and cost-effectively.

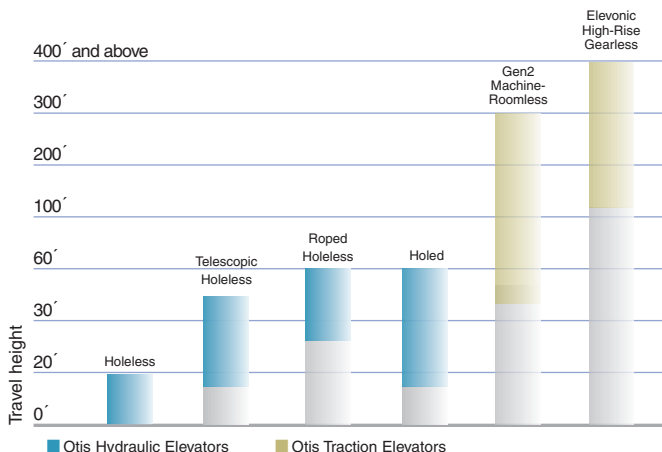
## Otis E-Z Elevator Selection Process

### Step 1: Travel Height

- Selecting the optimal elevator type for your project depends upon the elevator travel distance
- The chart below identifies Otis elevators most commonly selected for specific travel heights (see product pages in this guide for other criteria):

### Elevator Selection Chart

Use this chart to determine which elevators are applicable for specific travel heights. Colors indicate recommended range of minimum and maximum travel height.



### Step 2: Elevator Quantity and Size

- These are determined by floor population, building use or building type and national and local codes
- 3,500-lb capacity with center-opening door is common for mid- to high-rise buildings

Refer to Architect's Assistant at Otis.com for additional help in selecting proper size and number of elevators.

### Step 3: Hoistway Requirements

- To accommodate heavier reinforcements to rails in seismic zones 2 or greater, additional hoistway space is required

Assess specific requirements by reviewing individual product pages in this guide.

### Step 4: Machine/Control Room Requirements

#### Hydraulic Systems

- Separate machine room required at bottom landing
- Machine room can be located remotely or adjacent to hoistway at bottom landing

#### Gen2 Machine-Roomless System

- Requires separate control space/room
- Flexible control space/room placement—up to 150 feet away from top of hoistway (depending on wiring configuration within the building)

Required dimensions will be found on specific product pages in this guide. Consult your Otis representative for specific requirements.

### Step 5: Car Design and Finishes

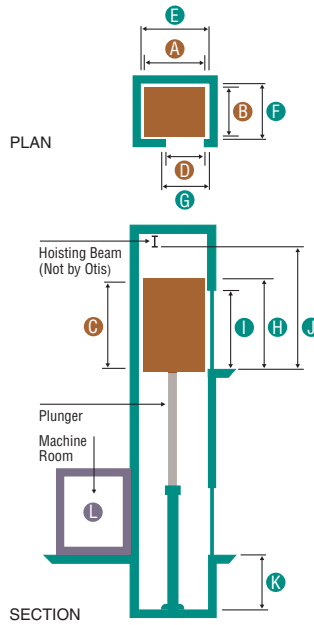
- Otis offers flexibility in designing and selecting car walls, ceilings, lighting, handrails, bumper rails and fixtures

See page 7 for additional information.

**Travel Height**  
 – Maximum 20 ft  
**Maximum stops** 3  
**Speed (ft/min)** 100, 125

**Key Attributes**

- No need for well hole drilling and its associated costs
- Above-ground solution substantially reduces risk of soil and ground water contamination
- Applicable for:
  - Hazard-sensitive sites
  - Waterfront sites
  - Existing buildings
- Available in both passenger and service elevator configurations and capacities
- Solid-state starter improves performance through precise control of electric current
- Optional:
  - Front and rear entrances
  - Ceiling height of 9'-7"
  - 8'-0" clear opening
  - Glassback
  - REM® remote elevator monitoring



Dimensions	Passenger elevators					Service elevators			
Rated lbs.	2000	2100	2500	3000	3500	4500	5000	5000 AIA	
Passenger Capacity <sup>1</sup>	13/12	13/12	16/15	20/18	23/21	30/28	33/31	33/31	
<b>Car<sup>2</sup></b>									
A Interior width	5'-8"	5'-8"	6'-8"	6'-8"	6'-8"	5'-8"	5'-11"	5'-8"	
B Interior depth	4'-3"	4'-3"	4'-3"	4'-9"	5'-5"	7'-11"	8'-6"	9'-0"	
C Interior height	8'-0" (Optional 9'-7")								
D Car door width	3'-0"	3'-0"	3'-6"	3'-6"	3'-6"	4'-0"	4'-6"	4'-0"	
<b>Hoistway</b>									
E Width	7'-4"	7'-4"	8'-4"	8'-4"	8'-4"	7'-7"	8'-4"	7'-7"	
Width in seismic zones <sup>3</sup>	7'-6"	7'-6"	8'-6"	8'-6"	8'-6"	7'-7"	8'-4"	7'-7"	
F Depth <sup>4</sup>	5'-9"	5'-9"	5'-9"	6'-3"	6'-11"	9'-8"	10'-3"	10'-9"	
G Rough opening width	4'-8"	4'-8"	5'-2"	5'-2"	5'-2"	5'-8"	6'-2"	5'-8"	
H Rough opening height	7'-10"								
I Clear opening height	7'-0" (Optional 8'-0")								
J Clear overhead to hoist beam									
@ 100ft./min.	12'-4"	12'-4"	12'-4"	12'-4"	12'-4"	12'-4"	12'-5"	12'-4"	
@ 125ft./min.	12'-8"								
K Minimum pit depth <sup>5</sup>	4'-0" (5'-0" for Canadian Province of Ontario) to 7'-6" depending on rise								
<b>Machine Room</b>									
L Number of elevators in group	1		2			3		4	
Width x depth	5'-9" x 7'-4"		11'-6" x 8'-6"			17'-0" x 8'-6"		22'-0" x 8'-6"	

<sup>1</sup> Capacity code requirements: US/Canada.

<sup>2</sup> Interior dimensions may vary depending on interior finishes.

<sup>3</sup> In seismic zones 2 or greater.

<sup>4</sup> For cars with front and rear doors, add 9 3/4" to depth for 2000 to 3500 lb. capacities; add 12 3/4" for 4500 and 5000 lb. capacities.

<sup>5</sup> Pit depth changes based on speed: For 100 fpm, pit depth increases 1" in depth for each 1" increase in rise over 13'-7" up to 20'-0".

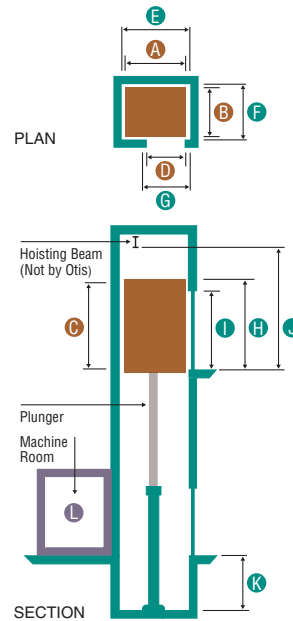
For 125 fpm, pit depth increases 1" in depth for each 1" increase in rise over 12'-8" up to 20'-0".

# Telescopic Holeless Hydraulic

**Travel Height**  
 – Maximum 44 ft 1 in  
**Maximum stops** 5  
**Speed (ft/min)** 100, 125

## Key Attributes

- No need for well hole drilling and its associated costs
- Above-ground solution substantially reduces risk of soil and ground water contamination
- Applicable for:
  - Hazard-sensitive sites
  - Waterfront sites
  - Existing buildings
- Available in passenger elevator configurations and capacities only
- Solid-state starter improves performance through precise control of electric current
- Optional:
  - Front and rear entrances
  - Ceiling height of 9'-7"
  - 8'-0" clear opening
  - Glassback
  - REM® remote elevator monitoring



## Dimensions

Passenger elevators

Rated lbs.	2000	2100	2500	3000	3500
Passenger Capacity <sup>1</sup>	13/12	13/12	16/15	20/18	23/21
<b>Car<sup>2</sup></b>					
<b>A</b> Interior width	5'-8"	5'-8"	6'-8"	6'-8"	6'-8"
<b>B</b> Interior depth	4'-3"	4'-3"	4'-3"	4'-9"	5'-5"
<b>C</b> Interior height	8'-0" (Optional 9'-7")				
<b>D</b> Car door width	3'-0"	3'-0"	3'-6"	3'-6"	3'-6"
<b>Hoistway</b>					
<b>E</b> Width (rise up to 30 ft 1 in)	7'-4"	7'-4"	8'-4"	8'-4"	8'-4"
Width (rise up to 30 ft 1 in) in seismic zones <sup>3</sup>	7'-6"	7'-6"	8'-6"	8'-6"	8'-6"
Width (rise over 30 ft 1 in)	7'-10"	7'-10"	8'-10"	8'-10"	8'-10"
<b>F</b> Depth <sup>4</sup>	5'-9"	5'-9"	5'-9"	6'-3"	6'-11"
<b>G</b> Rough opening width	4'-8"	4'-8"	5'-2"	5'-2"	5'-2"
<b>H</b> Rough opening height	7'-10"				
<b>I</b> Clear opening height	7'-0" (Optional 8'-0")				
<b>J</b> Clear overhead to hoist beam (rise up to 30 ft 1 in)					
@ 100ft./min.	12'-8"				
@ 125ft./min.	12'-11"				
Clear overhead to hoist beam (rise over 30 ft 1 in)					
@ 100ft./min.	13'-0"				
@ 125ft./min.	13'-2"				
<b>K</b> Minimum pit depth <sup>5</sup>	4'-0" (5'-0" for Canadian Province of Ontario) to 7'-6" depending on rise				
<b>Machine Room</b>					
<b>L</b> Number of elevators in group	1	2	3	4	
Width x depth	5'-9" x 7'-4"	11'-6" x 8'-6"	17'-0" x 8'-6"	22'-0" x 8'-6"	

<sup>1</sup> Capacity code requirements: US/Canada.

<sup>2</sup> Interior dimensions may vary depending on interior finishes.

<sup>3</sup> In seismic zones 2 or greater. A 3-stage plunger may require extra hoistway width. Please consult your local Otis representative.

<sup>4</sup> For cars with front and rear doors add 9 1/4" to depth.

<sup>5</sup> Maximum rise with 4'-0" pit depth is 34'-4". Consult Otis.com or your local Otis representative.

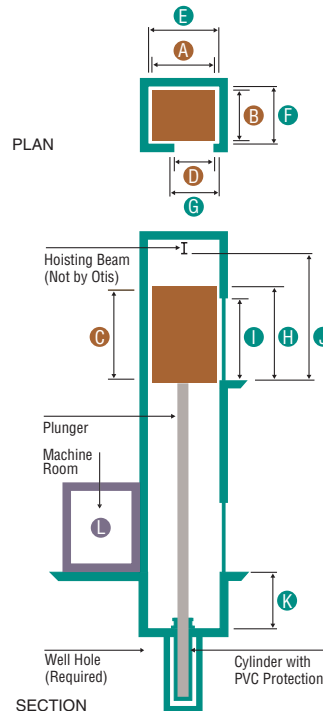
Visit [www.otis.com](http://www.otis.com) for the latest information



**Travel Height**  
– Maximum                    60 ft  
**Maximum stops**            7  
**Speed (ft/min)**            100, 125, 150

### Key Attributes

- Well hole drilling required
- PVC protection surrounds wall and bottom of in-ground cylinder to prevent contact with underground contaminants
- Solid-state starter improves performance through precise control of electric current
- Available in both passenger and service elevator configurations and capacities
- Optional:
  - Front and rear entrances
  - Ceiling height of 9'-7"
  - 8'-0" clear opening
  - Glassback
  - REM® remote elevator monitoring



Dimensions	Passenger elevators					Service elevators				
Rated lbs.	2000	2100	2500	3000	3500	4500	5000	5000 AIA		
Passenger Capacity <sup>1</sup>	13/12	13/12	16/15	20/18	23/21	30/28	33/31	33/31		
<b>Car<sup>2</sup></b>										
<b>A</b> Interior width	5'-8"	5'-8"	6'-8"	6'-8"	6'-8"	5'-8"	5'-11"	5'-8"		
<b>B</b> Interior depth	4'-3"	4'-3"	4'-3"	4'-9"	5'-5"	7'-11"	8'-6"	9'-0"		
<b>C</b> Interior height	8'-0" (Optional 9'-7")									
<b>D</b> Car door width	3'-0"	3'-0"	3'-6"	3'-6"	3'-6"	4'-0"	4'-6"	4'-0"		
<b>Hoistway</b>										
<b>E</b> Width	7'-4"	7'-4"	8'-4"	8'-4"	8'-4"	7'-5"	8'-2"	7'-5"		
Width in seismic zones <sup>3</sup>	7'-6"	7'-6"	8'-6"	8'-6"	8'-6"	7'-7"	8'-4"	7'-7"		
<b>F</b> Depth <sup>4</sup>	5'-9"	5'-9"	5'-9"	6'-3"	6'-11"	9'-8"	10'-3"	10'-9"		
<b>G</b> Rough opening width	4'-8"	4'-8"	5'-2"	5'-2"	5'-2"	5'-8"	6'-2"	5'-8"		
<b>H</b> Rough opening height	7'-10"									
<b>I</b> Clear opening height	7'-0" (Optional 8'-0")									
<b>J</b> Clear overhead to hoist beam										
@ 100 ft./min.	12'-0"	12'-0"	12'-0"	12'-0"	12'-0"	12'-0"	12'-5"	12'-0"		
@ 125 ft./min.	12'-3"	12'-3"	12'-3"	12'-3"	12'-3"	12'-3"	12'-8"	12'-3"		
@ 150 ft./min.	12'-3"	12'-3"	12'-3"	12'-3"	12'-3"	12'-3"	12'-8"	12'-3"		
<b>K</b> Minimum pit depth	4'-0" (5'-0" for Canadian Province of Ontario)									
<b>Machine Room</b>										
<b>L</b> Number of elevators in group	1		2		3		4			
Width x depth	5'-9" x 7'-4"		11'-6" x 8'-6"		17'-0" x 8'-6"		22'-0" x 8'-6"			

<sup>1</sup> Capacity code requirements: US/Canada.

<sup>2</sup> Interior dimensions may vary depending on interior finishes.

<sup>3</sup> In seismic zones 2 or greater.

<sup>4</sup> For cars with front and rear doors, add 9 1/4" to depth for 2000 to 3500 lb. capacities; add 12 1/4" for 4500 and 5000 lb. capacities.

# Gen2<sup>®</sup> Machine-Roomless Elevator

**Travel Height**  
 – Maximum            196 ft @ 200 (ft/min)  
                              300 ft @ 350 (ft/min)  
                              300 ft @ 400 (ft/min)

**Maximum stops**        30

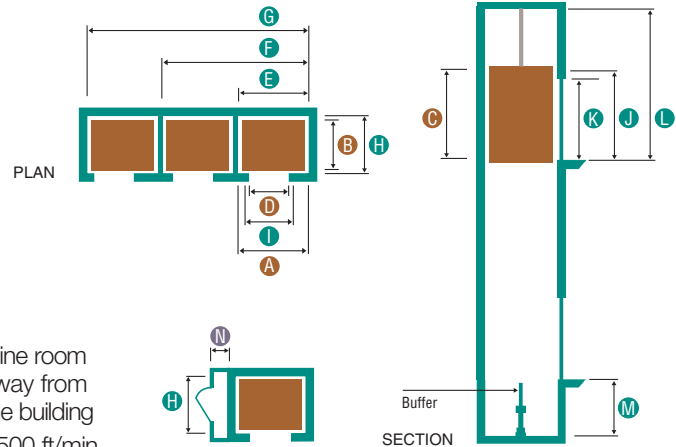
**Speed (ft/min)**        200, 350, 400

**IMPORTANT:**

To assist in your planning, we recommend that you call your Otis representative at the beginning of the project.

**Key Attributes**

- Space-saving configuration eliminates the need for a machine room
- Flexible control space/room placement up to 150 feet away from top of hoistway (depending on wiring configuration within the building)
- Machine room version of Gen2 available at speeds up to 500 ft/min.
- Available with Compass™ Destination Entry System



**Dimensions<sup>1</sup>**

Front Opening	Passenger elevators					Service elevators			
Rated lbs.	2100 <sup>2</sup>	2500	3000	3500	4000	4000H	4500H	5000H	5000H AIA
Passenger Capacity <sup>3</sup>	13/12	16/15	20/18	23/21	27/25	27/25	30/28	33/31	33/31

Car <sup>4</sup>									
<b>A</b> Interior width	5'-8"	6'-8 <sup>5</sup> / <sub>16</sub> "	6'-8 <sup>5</sup> / <sub>16</sub> "	6'-8 <sup>5</sup> / <sub>16</sub> "	7'-8 <sup>5</sup> / <sub>16</sub> "	5'-8 <sup>5</sup> / <sub>16</sub> "	5'-8 <sup>5</sup> / <sub>16</sub> "	5'-11 <sup>5</sup> / <sub>16</sub> "	5'-8 <sup>5</sup> / <sub>16</sub> "
<b>B</b> Interior depth	4'-3"	4'-3 <sup>1</sup> / <sub>8</sub> "	4'-9"	5'-5"	5'-5"	7'-5"	7'-11"	8'-6"	9'-0"
<b>C</b> Interior height <sup>5</sup>	8'-0" (Optional 9'-7")								
<b>D</b> Car door width	3'-0"	3'-6"	3'-6"	3'-6"	4'-0"	4'-0"	4'-0"	4'-6"	4'-0"

**Hoistway**

Width									
<b>E</b> Single hoistway <sup>6</sup>	7'-4"	8'-4"	8'-4"	8'-4"	9'-4"	8'-2"	8'-2"	8'-5"	8'-2"
In seismic zones <sup>6</sup>	7'-4"	8'-6"	8'-6"	8'-6"	9'-6"	8'-4"	8'-4"	8'-7"	8'-4"
<b>F</b> Double hoistway <sup>6</sup>	15'-0"	17'-0"	17'-0"	17'-0"	19'-0"	16'-8"	16'-8"	17'-2"	16'-8"
In seismic zones <sup>6</sup>	15'-0"	17'-4"	17'-4"	17'-4"	19'-4"	17'-0"	17'-0"	17'-6"	17'-0"
<b>G</b> Triple hoistway <sup>6</sup>	22'-8"	25'-8"	25'-8"	25'-8"	28'-8"	25'-2"	25'-2"	25'-11"	25'-2"
In seismic zones <sup>6</sup>	22'-8"	26'-2"	26'-2"	26'-2"	29'-2"	25'-8"	25'-8"	26'-5"	25'-8"
<b>H</b> Depth	6'-7 <sup>1</sup> / <sub>2</sub> "	6'-7 <sup>1</sup> / <sub>2</sub> "	7'-1 <sup>1</sup> / <sub>2</sub> "	7'-10"	7'-10"	9'-2"	9'-8"	10'-3"	10'-9"
In seismic zones	6'-7 <sup>1</sup> / <sub>2</sub> "	6'-7 <sup>1</sup> / <sub>2</sub> "	7'-1 <sup>1</sup> / <sub>2</sub> "	7'-10"	7'-10"	9'-2"	9'-8"	10'-3"	10'-9"
<b>I</b> Rough opening width	4'-8"	5'-2"	5'-2"	5'-2"	5'-8"	5'-8"	5'-8"	6'-2"	5'-8"
<b>J</b> Rough opening height	7'-10"								
<b>K</b> Clear opening height <sup>7</sup>	7'-0" (Optional 8'-0")								
<b>L</b> Total overhead for 8'-0" car									
@ 200 ft/min	14'-7"	14'-9 <sup>3</sup> / <sub>16</sub> "	14'-9 <sup>3</sup> / <sub>16</sub> "	14'-9 <sup>3</sup> / <sub>16</sub> "	14'-9 <sup>3</sup> / <sub>16</sub> "	14'-9 <sup>3</sup> / <sub>16</sub> "	14'-9 <sup>3</sup> / <sub>16</sub> "	14'-9 <sup>3</sup> / <sub>16</sub> "	14'-9 <sup>3</sup> / <sub>16</sub> "
@ 350 ft/min	15'-3 <sup>1</sup> / <sub>2</sub> "	15'-5 <sup>9</sup> / <sub>16</sub> "	15'-5 <sup>9</sup> / <sub>16</sub> "	15'-5 <sup>9</sup> / <sub>16</sub> "	15'-5 <sup>9</sup> / <sub>16</sub> "	15'-5 <sup>9</sup> / <sub>16</sub> "	15'-5 <sup>9</sup> / <sub>16</sub> "	15'-5 <sup>9</sup> / <sub>16</sub> "	15'-5 <sup>9</sup> / <sub>16</sub> "
@ 400 ft/min	–	16'-0"	16'-0"	16'-0"	16'-0"	–	–	–	–
Total overhead for 9'-7" car									
@ 200 ft/min	–	16'-4 <sup>3</sup> / <sub>16</sub> "	16'-4 <sup>3</sup> / <sub>16</sub> "	16'-4 <sup>3</sup> / <sub>16</sub> "	16'-4 <sup>3</sup> / <sub>16</sub> "	16'-4 <sup>3</sup> / <sub>16</sub> "	16'-4 <sup>3</sup> / <sub>16</sub> "	16'-4 <sup>3</sup> / <sub>16</sub> "	16'-4 <sup>3</sup> / <sub>16</sub> "
@ 350 ft/min	–	17'-0 <sup>9</sup> / <sub>16</sub> "	17'-0 <sup>9</sup> / <sub>16</sub> "	17'-0 <sup>9</sup> / <sub>16</sub> "	17'-0 <sup>9</sup> / <sub>16</sub> "	17'-0 <sup>9</sup> / <sub>16</sub> "	17'-0 <sup>9</sup> / <sub>16</sub> "	17'-0 <sup>9</sup> / <sub>16</sub> "	17'-0 <sup>9</sup> / <sub>16</sub> "
@ 400 ft/min	–	17'-7"	17'-7"	17'-7"	17'-7"	–	–	–	–
<b>M</b> Minimum pit depth									
@ 200 ft/min	4'-11 <sup>1</sup> / <sub>4</sub> "								
@ 350 ft/min	5'-5 <sup>1</sup> / <sub>4</sub> "								
@ 400 ft/min	–	5'-8"	5'-8"	5'-8"	5'-8"	–	–	–	–

**Control Space/Room**

<b>N</b> Control space—simplex	<b>H</b> x 2'-10" width
Control room—simplex	<b>H</b> x 5'-0" width
Control room—duplex	<b>H</b> x 7'-0" width

<sup>1</sup> For glassback dimensions visit Otis.com or contact your Otis representative.

<sup>2</sup> Maximum travel for 2100 lb. car is 196 ft. @ 200 fpm and 164 ft. @ 350 fpm.

<sup>3</sup> Capacity code requirements: US/Canada.

<sup>4</sup> Interior dimensions may vary depending on interior finishes.

<sup>5</sup> The 9'-7" car interior height does not apply to the 2100 lb. duty.

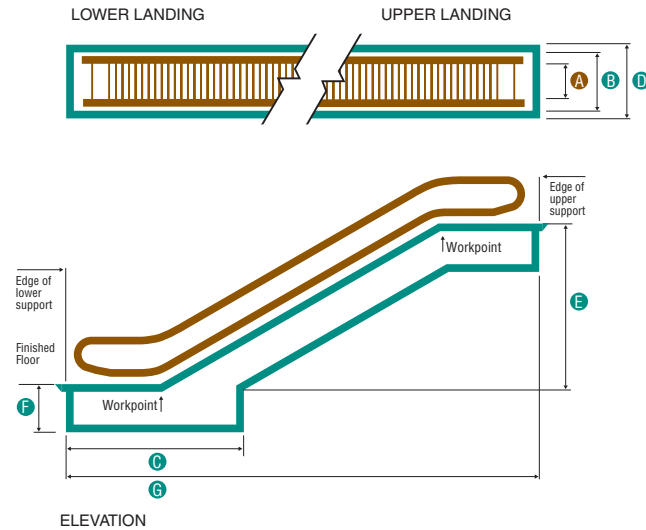
<sup>6</sup> For elevators with occupied space below, this dimension may change. Consult your Otis representative for dimensions.

<sup>7</sup> The 8'-0" height does not apply to the 2100 lb. duty.

Maximum rise 21 ft 4 in (NCE model)

## Key Attributes

- Quiet and smooth operation ensured by hypoid helical gear drive, which produces lower noise levels [maximum 55 dB(A)] and uses less energy than conventional worm-gear machines
- Guardian® skirt panels with extremely low coefficient of friction to reduce risk of objects becoming entrapped
- Rigid impact-resistant stainless steel profile



## Dimensions<sup>1</sup>

NCE Model	50632	50640	50648
<b>A</b> Step width	24"	32"	40"
<b>B</b> Finish width	3'-9"	4'-5"	5'-1"
<b>C</b> Minimum pit opening	14'-7 <sup>3</sup> / <sub>16</sub> "	14'-7 <sup>3</sup> / <sub>16</sub> "	14'-7 <sup>3</sup> / <sub>16</sub> "
<b>D</b> Minimum rough opening	4'-0 <sup>1</sup> / <sub>8</sub> "	4'-8 <sup>1</sup> / <sub>8</sub> "	5'-4 <sup>1</sup> / <sub>8</sub> "
<b>E</b> Maximum rise	21'-4"	21'-4"	21'-4"
Minimum rise	4'-11 <sup>1</sup> / <sub>16</sub> "	4'-11 <sup>1</sup> / <sub>16</sub> "	4'-11 <sup>1</sup> / <sub>16</sub> "
<b>F</b> Minimum pit depth	3'-5 <sup>5</sup> / <sub>8</sub> "	3'-5 <sup>5</sup> / <sub>8</sub> "	3'-5 <sup>5</sup> / <sub>8</sub> "
<b>G</b> Beam-to-beam calculation	1.732x <b>E</b> +17'-10 <sup>3</sup> / <sub>8</sub> "	1.732x <b>E</b> +17'-10 <sup>3</sup> / <sub>8</sub> "	1.732x <b>E</b> +16'-2 <sup>11</sup> / <sub>16</sub> "

<sup>1</sup> Dimensions listed assume 2 flat steps and escalator is installed under non-seismic conditions.

## Finishes and Fixtures

No matter what your most critical design criteria—esthetic, budgetary, maximum durability—Otis offers an exceptional degree of flexibility in the selection of:

- Entrance frames and doors
- Car interior surfaces
- Car ceilings and lighting solutions
- Handrails and bumper rails
- Car and hall fixtures, including operating panels, hall lanterns and position indicators

In addition to a broad palette of standard interior finishes, Otis also works with architects to create virtually unlimited custom car finishes to ensure that elevator systems coordinate seamlessly with any design concept.

Contact your Otis representative to explore the full range of finishes and fixtures through our Architectural Design catalogue and Finishes brochure.

Visit [www.otis.com](http://www.otis.com) for the latest information



## United States

<b>Alabama</b>	Birmingham	(205) 982-8000
<b>Alaska</b>	Anchorage	(907) 278-4575
<b>Arizona</b>	Phoenix	(602) 431-1181
<b>Arkansas</b>	Little Rock	(501) 312-7600
<b>California</b>	Anaheim	(714) 758-9593
	North Highlands	(916) 344-2080
	Pasadena	(626) 396-6260
	San Diego	(858) 560-5881
	San Francisco	(415) 546-0880
	Sunnyvale	(408) 328-0330
<b>Colorado</b>	Denver	(303) 298-9300
<b>Connecticut</b>	East Hartford	(860) 289-7600
	Shelton	(203) 944-0160
<b>Delaware</b>	Wilmington (Moorestown, NJ)	(856) 924-0369
<b>Florida</b>	Ft. Lauderdale / W. Palm Beach	(954) 485-6501
	Jacksonville	(904) 296-6847
	Miami Lakes	(305) 816-5740
	Orlando	(407) 438-3633
	Pensacola	(850) 473-1244
	Sarasota	(941) 342-4900
	Tampa	(813) 251-1841
<b>Georgia</b>	Atlanta	(404) 355-1991
	Savannah	(912) 201-0461
<b>Hawaii</b>	Honolulu	(808) 599-1111
<b>Illinois</b>	Chicago	(312) 454-1616
	Lombard	(630) 889-2800
	Peoria	(309) 693-8131
<b>Indiana</b>	Evansville	(812) 471-9770
	Indianapolis	(317) 347-2015
<b>Iowa</b>	Urbandale	(515) 270-2066
<b>Kansas</b>	Kansas City	(913) 621-8800
	Wichita	(316) 682-6886
<b>Kentucky</b>	Louisville	(502) 491-3636
<b>Louisiana</b>	Metairie	(504) 846-2300
	Shreveport	(318) 636-7422
<b>Maine</b>	Westbrook	(207) 856-2737
<b>Maryland</b>	Landover	(301) 324-4140
	Linthicum (Baltimore)	(410) 636-5700
<b>Massachusetts</b>	Needham	(781) 433-8600
<b>Michigan</b>	Farmington Hills	(248) 473-4530
	Grand Rapids	(616) 975-3022
<b>Minnesota</b>	Roseville	(651) 697-7800
<b>Missouri</b>	Kansas City	(913) 621-8800
	St. Louis	(314) 533-7070
<b>Nevada</b>	Las Vegas	(702) 740-4777
	Reno	(775) 322-5411
<b>New Jersey</b>	Fairfield	(973) 575-8670
	Moorestown	(856) 235-5200
<b>New Mexico</b>	Albuquerque	(505) 345-8189
<b>New York</b>	Albany	(518) 426-4006
	Buffalo	(716) 686-5370
	East Syracuse	(315) 463-6615
	New York	(917) 339-9600
	Plainview	(516) 349-9225
	Yonkers	(914) 375-7800
<b>North Carolina</b>	Charlotte	(704) 519-0100
	Raleigh	(919) 781-1555
<b>North Dakota</b>	Fargo	(701) 232-3385

<b>Ohio</b>	Cincinnati	(513) 531-7888
	Cleveland	(216) 573-2333
	Columbus	(614) 777-6500
<b>Oklahoma</b>	Oklahoma City	(405) 947-1401
	Tulsa	(918) 584-3678
<b>Oregon</b>	Portland	(503) 639-7045
<b>Pennsylvania</b>	Allentown	(610) 266-8970
	Harrisburg	(717) 238-7248
	Philadelphia (Moorestown, NJ)	(856) 235-5200
	Pittsburgh	(412) 281-9292
<b>Rhode Island</b>	Smithfield	(401) 232-7282
<b>South Carolina</b>	Myrtle Beach	(843) 448-4471
	North Charleston	(843) 529-9502
	West Columbia	(803) 739-8013
<b>Tennessee</b>	Knoxville	(865) 525-0282
	Memphis	(901) 527-0291
	Nashville	(615) 254-3496
<b>Texas</b>	Dallas	(214) 741-6207
	Fort Worth	(817) 284-6434
	Houston	(713) 524-8486
	San Antonio	(210) 490-4960
<b>Utah</b>	Salt Lake City	(801) 486-9295
<b>Virginia</b>	North VA (Landover, MD)	(301) 324-4140
	Richmond	(804) 213-0975
	Roanoke	(540) 983-4640
	Virginia Beach	(757) 456-0801
<b>Washington</b>	Seattle	(206) 243-8100
	Spokane	(509) 483-7328
<b>Washington D.C.</b>	D.C. (Landover, MD)	(301) 324-4140
<b>West Virginia</b>	Charleston	(304) 965-2780
<b>Wisconsin</b>	Kaukauna	(920) 766-2900
	Milwaukee	(262) 240-3400

## Bahamas

Nassau	(242) 393-1885
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## Canada

<b>Alberta</b>	Calgary	(403) 244-1040
	Edmonton	(780) 444-2900
<b>British Columbia</b>	Vancouver	(604) 412-3400
<b>Manitoba</b>	Winnipeg	(204) 783-0464
<b>New Brunswick</b>	St. John	(506) 634-1393
<b>Newfoundland</b>	St. John's	(709) 576-4110
<b>Northwest Territories</b>	Ottawa	(613) 737-7709
<b>Nova Scotia</b>	Dartmouth	(902) 481-8200
<b>Ontario</b>	Hamilton	(905) 587-6277
	Mississauga	(905) 276-5577
	Ottawa	(613) 737-7670
<b>Prince Edward Island</b>	Dartmouth	(902) 481-8200
<b>Quebec</b>	Montreal	(514) 489-9781
	Ste-Foy	(418) 687-4848
<b>Saskatchewan</b>	Saskatoon	(306) 664-2939

## Guam

Tamuning	(671) 647-6847
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## Puerto Rico

San Juan	(787) 765-4969
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