

Adding Inspection and Insurance



AMUSEMENT RIDE INSPECTIONS ONLY

On your KAMPS dashboard, select the *blue case numbers* that correspond to the rides for which you are uploading documents. (KSTXXXX for Temporary Rides, KSPXXXX for Permanent Rides)

Your Ride Information Page will open.

Verify that your ride information is accurate.

Enter the *Last Inspection Date* (the date on your newest inspection). The Inspection Expiration Date is one year from the date of inspection.

Last Inspection Date

Date Value

Aug 01, 2025



Inspection Expiration Date

Date Value

Aug 01, 2025

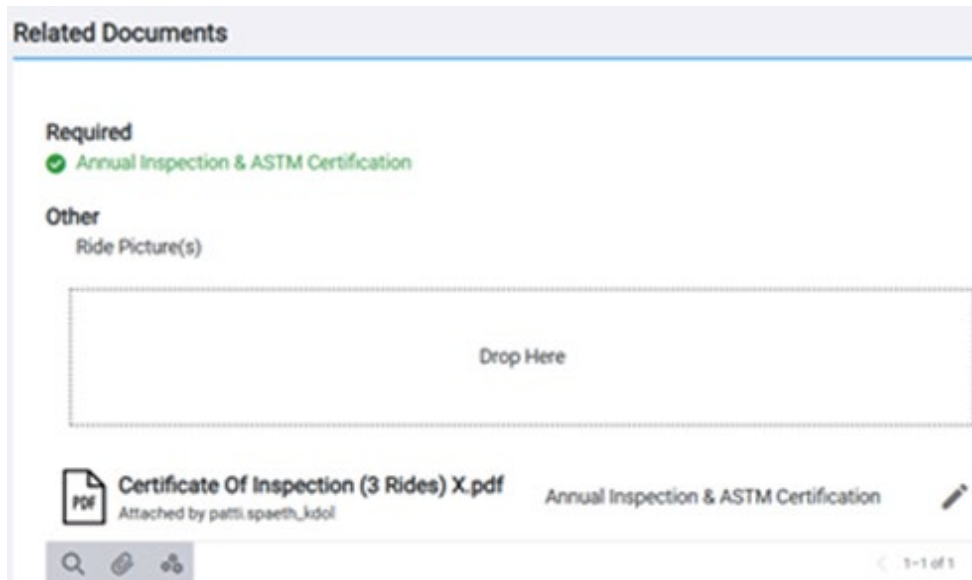



Add your current **Inspection and ASTM Reports:**

Note: The location of the Related Document section on screen will vary depending on device.

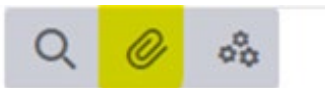
RELATED DOCUMENTS

The words *Annual Inspection & ASTM Certification* will be green if you have previous years inspections loaded.

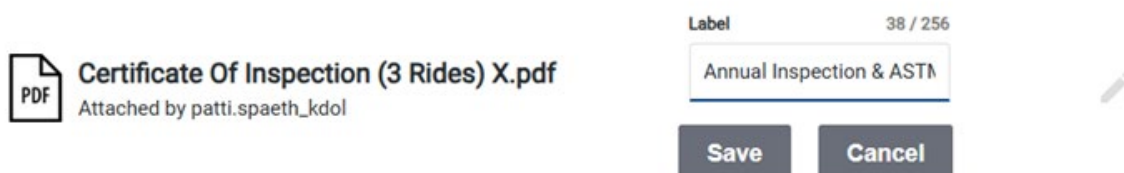


Click on the paperclip  icon to attach your new Inspection and ASTM Reports.

Note: This might be one or more documents.



Verify that the *Annual Inspection & ASTM* is in the Label box. Click Save.

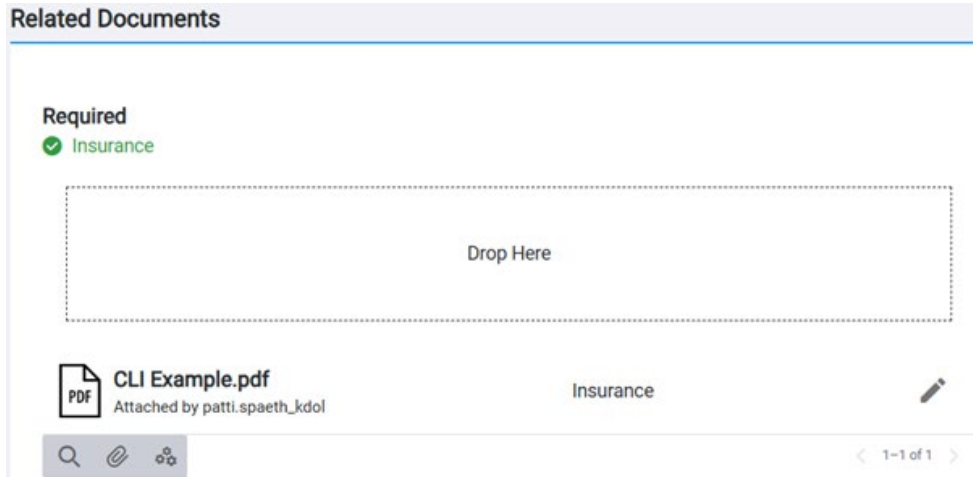



UPLOADING INSURANCE ONLY

On your KAMPS dashboard, select the *blue case numbers* that correspond to the entity for which you are uploading documents. (KSE-XXX)

INSURANCE:

On the right side of your screen, scroll down until you see the *Insurance* section. Make sure your insurance information is correct, including the effective and expiration dates. To update the effective and expiration date of your insurance, enter the dates or use the calendars in the lower right corner of each option.



Click on the paperclip icon  to attach your Certificate of Liability Insurance.



Click in the *Label* space and click on *Insurance (req)*. Click *Save*.



Verify that *Insurance* is in the drop-down box.

ITINERARY:

Update as needed. * Does not apply to in-state inflatables. Click *Save* at the bottom of the section to save your information.