NCDA&CS, Standards Division, Metrology Lab - Submitted Equipment Information Form

To provide the best service possible, the NCDA&CS Metrology Laboratory requires completion of this form before equipment will be processed for testing. Please include a copy of the completed form with all shipments. Failure to include the completed form will delay processing until the form is received. (Ensure items are clean and suitable for testing or an additional \$70/hr fee may apply.) Call (984) 236-4800 for questions. Ship items to: NCDA&CS Metrology Lab, 4400 Reedy Creek Road, Raleigh, NC 27607. Due to safety considerations NCDA&CS Metrology Laboratory personnel will not accept palletized or boxed shipments exceeding 3000 pounds per container. The completed form may be faxed to the Metrology Laboratory at (919) 831-1325 on the highest resolution possible.

Customer Information (for certificate)							Billing Information				
Organization Name											
Address 1											
Address 2											
City, State & ZIP											
Tech. Contact/Title /											
Phone											
Fax											
E-mail											
Shipping Instructions											
Customer Account #											
Date Scheduled			Da	te Shippe	d		Date Needed				
***** Fees Charged for Calibration Services *****											
	d primari	ily outsi	de of NC. The	ere is a m	inimum c	harge of \$2	25.00 per invoice. Any special tests			required	
will be billed at a rate of				half-houi		arge. (See	notes at bottom of second page for	additional c	letails.)		
Mass Calibration ³		NIST C M Class	lass F ² s 5, 6 or 7	A	Meets ASTM Class 4		Precision Mass Calibration	ASTM Class 2, 3 or 4			
Nominal Weight Denominations (Additional Charges Assessed for			M ₂ or M ₃	0	IML Clas	ss F2	Values with Uncertainty	OIML Class F1 or F2			
Adjustment if Required)	Quan	tity kg	Price Each ¹	Qua lb	entity lea	Price Each ¹	Nominal Weight Denominations	Quan lb	tity kg	Price Each ¹	
0 - 10 lb / 0 - 5 kg	10	Kg	\$5	10	kg	\$10	0 - 20 lb / 0 - 10 kg	10	кg	\$20	
11 - 100 lb / 6 - 50 kg			\$10			\$20	21 - 50 lb / 11 - 30 kg			\$40	
101 - 1000 lb / 51 - 500 kg			\$20			\$40	51 - 1000 lb / 31 - 500 kg			\$70	
1001 - 2500 lb / 501 - 1000 kg			\$30			\$60	1001 - 2500 lb / 501 - 1000 kg			\$130	
2501 - 6000 lb /1001 - 2500 kg			\$50			\$100					
			0	2.11 / (1 1		\$30	Q	uantity		
Mass Code Weighing Des	ign ⁴	0 - 2 lbs / 0 - 1 kg 3 - 50 lbs / 2 - 30 kg					\$50				
NIST HB 105-8 Weight C	arts		\$125 per Weight Cart (2000 - 6000 1				· · · · · · · · · · · · · · · · · · ·				
Weight Kits							Varies ⁵				
Lottery Balls							\$5				
Description						Calibra	tion Fee		(Quantity	
Liquid-in-Glass, Digital, or Resist	ance The	ermome	eters			\$40 pc	\$40 per instrument plus \$20 per calibration point				
			Volume Transfer Calibration				Customary \$30 plus \$0.40 per gallon over 5 gallons				
Graduates, Flasks, Test Measures, and		(0 - 2000 gallons, 0 - 7500 liters)				_	Metric \$30 plus \$0.10 per liter over 20 liters				
Provers List & Describe Each Item on Back			Gravimetric Calibration (0 - 100 gallons, 0 - 500 liters)				Customary \$50 set up fee plus \$2.00 per gallon				
							Metric \$50 set up fee plus \$0.50 per liter				
Dynamic Volumetric Systems (DVS) (0 - 100 gallons, 0 - 500 liters)						Customary \$100 set up fee plus \$2.00 per gallon					
							e \$100 set up fee plus \$0.50 per lite				
Where will the standards primari	-	-		appropi	iate box)		In North Carolina	side of No	th Carol	ina	
Special Instructions (Attachments may be used):											
							provided herein is correct. **** aw. All correspondence to and fron		tory and	l anv	
submissio	ns, are su	ibject to	the North Ca	rolina Pu	blic Reco	rds Law an	d be may be disclosed to third part	ies.	iory, uni	· uny	
Items not picked up within 30 days of test completion are subject to a storage fee of \$25 per day per item.											
Signature of Authorizing Agent Printed Name Date											

Submitted Equipment Information Form

Sharon Woodard

Page 1 of 2

Form Approved by

Form Number

Document ID

NCA06

32067

Revision

13 Dec 2022

ITEMS SUBMITTED

All items submitted MUST be serialized. If no serial number is provided for un-serialized items NCDA&CS Metrology Laboratory staff will assign a generic serial number.

Item Description (i.e. 50 lb, 5 gal)	Model and/or Serial Number	Item Description (i.e. 50 lb, 5 gal)	Model and/or Serial Number	Item Description (i.e. 50 lb, 5 gal)	Model and/or Serial Number
, , , , , , , , , , , , , , , , , , ,	-	, , ,			
					<u> </u>

North Carolina Metrology Laboratory Use Only						
Reviewed by	Date	PO Reviewed?	Past Due Invoice?			
Scheduled?	Anticipated Completion date?	_	Changes Communicated to Customer?			
Comments						

Form Number	NCA06	Submitted Equipment Information Form						
Document ID	32067	Revision	4	13 Dec 2022	Form Approved by	Sharon Woodard	Page 2 of 2	

¹ Prices are listed to provide a means of estimating costs for purchase order generation only. If weights are tested to a specific tolerance, they will be adjusted if the error exceeds the tolerance value plus (or minus) the uncertainty value. If adjustment is required, an additional charge equal to the nominal charge will be added to NIST Class F, ASTM International E617 Class 5,6,7 or OIML R111 Class M1, M2, M3 tolerances and two times the nominal charge for all other tolerances.

² Per NIST Handbook 105-1 (2019), no new NIST Class F weights may be placed into service for use in testing commercial weighing equipment. Existing NIST Class F field standard weights may continue to be used, provided they demonstrate mass stability and are properly maintained. However, their suitability will still be limited to use as field standard weights for verification of NIST Handbook 44 weighing systems designated as Accuracy Classes III, IIIL and IIII.

³ When calibration certificates are issued to the customer that contain a statement of compliance with metrological specifications, the uncertainty of the measurement is taken into account by adding this value to the error values obtained prior to, and if needed, after adjustment. The sum of these values will be one of the determining factors in whether or not an artifact is considered in tolerance within the applicable class of measurement.

⁴There is a minimum charge of 3 weights per series.

⁵Weight kits are invoiced at the applicable rate for each individual weight. List each kit as a unit. DO NOT include kit weights in table on first page as individual weights. Itemize weights in kits on second page.