

# Application for a Non-Technical Editorial Change to an NTEP Certificate of Conformance



**This application should be used if** you would like to change the information listed in the "Submitted By" box on the Certificate of Conformance (CC) or to correct for errors contained on the CC, such as  $e_{min}$  or  $n_{max}$ . This application does not extend to adding new information such as adding new models. All applications are subject to individual consideration.

<b>For Use by NCWM</b>
Control #: _____
CC #: _____

**Application Instructions:**

- Sign application. **Unsigned applications will not be accepted.**
- **Submit payment with application.**
- Submit a copy of the amended CC with changes clearly marked.
- Submit **two digital photos** of the device via email to NCWM.
- Submit application in one of the following ways:

**Email:** [info@ncwm.com](mailto:info@ncwm.com)

**Mail:** National Conference on Weights and Measures

Attention: Project Coordinator

1135 M Street, Suite 110

Lincoln, Nebraska 68508

**Fax:** 402.434.4878

**If completing application by hand, do so legibly and in blue ink.** Illegible applications may delay processing times.

Part 1. Who Will the <u>Contact</u> Be <u>During</u> the National Type Evaluation Program (NTEP) Application Process			
Today's Date:	Are you or someone within your company a National Conference on Weights and Measures (NCWM) Member: <input type="checkbox"/> Yes <input type="checkbox"/> No	NCWM Member ID:	Member Name:
Company:			
Street Address:			
City:	State:	Zip Code:	Country:
Primary Contact Name:		Primary Contact Email Address (Required):	
Phone Number with Extension if Applicable:	Fax Number:	Web site:	
Other Authorized Contact Name:	Other Authorized Contact Email Address:	Other Authorized Contact Phone Number:	
Part 2. What <u>Contact Information</u> Do You Want to Appear on the NTEP Certificate of Conformance			
Company:			
Street Address:			
City:	State:	Zip Code:	Country:
Phone Number with Extension if Applicable:	Fax Number:		
Contact Name:	Email Address:	Web site:	

Part 3. Where Do You Want <u>ALL Billing</u> to Be Sent			
Company:		Contact Name:	
Street Address:			
City:	State:	Zip Code:	Country:
Email Address (Required):		Phone Number with Extension if Applicable:	

Part 4. NTEP Fees (Due at time of application.)		
	NCWM Member	Non-Member
Application Fee (non-refundable)	\$350	\$525
<b>Total Fees</b>	<b>\$350</b>	<b>\$525</b>
** Additional laboratory fees may apply. Annual Maintenance Fees will also apply. See Publication 14 Administrative Policy for details.		
** Save instantly on your NTEP Application fees by becoming an NCWM Member at <a href="http://www.ncwm.com/membership">www.ncwm.com/membership</a> **		

Part 5. Publications				
PUBLICATION	NCWM MEMBER UNIT PRICE	NON-MEMBER UNIT PRICE	QUANTITY	AMOUNT DUE
<input type="checkbox"/> <b>Handbook 44</b> (Current Edition) Specifications, Tolerances and Other Technical Requirements for Weighing and Measuring Devices," as adopted by the National Conference on Weights and Measures	\$46	\$46		\$
<input type="checkbox"/> <b>Publication 14: Administrative Policy</b> (Current Edition)	\$60	\$120		\$
<input type="checkbox"/> <b>Publication 14: Grain Moisture Meters, Near Infrared Grain Analyzers</b> (Current Edition) Technical Policy, Checklists and Procedures	\$60	\$120		\$
<input type="checkbox"/> <b>Publication 14: Measuring Devices</b> (Current Edition) Technical Policy, Checklists and Procedures	\$60	\$120		\$
<input type="checkbox"/> <b>Publication 14: Weighing Devices</b> (Current Edition) Technical Policy, Checklists and Procedures	\$60	\$120		\$
<input type="checkbox"/> <b>Publication 14 CD</b> (Current Edition) Includes: Administrative Policy, Grain Moisture Meters & Near Infrared Grain Analyzers, Measuring Devices and Weighing Devices	1-3 CDs \$135 4-9 CDs \$100 10+ CDs \$85	1-3 CDs \$270 4-9 CDs \$200 10+ CDs \$170		\$
<b>SHIPPING &amp; HANDLING</b>	<b>USA ONLY</b>	<b>OUTSIDE USA</b>	<b>SHIPPING DUE</b>	
For quantities larger than those listed, please contact NCWM at 402.434.4872 or <a href="mailto:elisa.stritt@ncwm.com">elisa.stritt@ncwm.com</a> for pricing.	Book(s): 1 = \$12 2-3 = \$19 CD(s): 1-3 = \$10 4-6 = \$16	Contact NCWM at 402.434.4872 for shipping rates.	\$	

Part 6. Payment Information																										
<input type="checkbox"/> VISA <input type="checkbox"/> MasterCard <input type="checkbox"/> Discover <input type="checkbox"/> American Express <input type="checkbox"/> Check Enclosed (made payable to NCWM)																										
Account Number:															Expiration Date:						Security Code:					
Billing Address:												Zip Code:														
Name on Credit Card:												Total Amount Enclosed:														
												\$														

**Part 7. Certificate of Conformance Information**

What is the NTEP Certificate of Conformance Number:

**Part 8. Corrections to NTEP Certificate of Conformance**

Company:

Street Address:

City:

State:

Zip Code:

Country:

Phone Number:

Fax Number:

Contact Name:

Email Address:

Web site:

f<sub>max</sub>:

e<sub>min</sub>:


Other (Explain and Clearly Mark Changes to NTEP Certificate of Conformance):

**Part 9. Signature**

By checking this box, the applicant authorizes the National Type Evaluation Program to disclose to Regulatory Officials, upon their request, that this application has been submitted and whether the file is currently open or closed.

**Sign Here**

Applicant agrees to and accepts all of the following terms and conditions for application for a National Type Evaluation Program (NTEP) Certificate of Conformance. 1) All the devices manufactured as the type referenced will continue to conform to the same specifications and tolerances and be of the same type without technical or metrological deviation of consequence. 2) All costs incurred by the NTEP and participating laboratory(s) will be paid by the applying company. 3) The NCWM policies, practices and procedures set forth in its Bylaws and publications are incorporated by reference as terms and conditions of the issuance/renewal under NTEP. 4) Applicant agrees that the law of the State of Nebraska shall control the interpretation and construction of NTEP and business relationships, including choice of law provisions. The parties agree that the exclusive legal forum of choice of the parties shall be the Lancaster County State District Court located in Lincoln, Nebraska. 5) Applicant agrees that NCWM, its officers, directors, employees and agents shall have no liability for any damages of any nature in excess of the application fee or the annual renewal fee, as applicable. This limitation of liability is a condition of the issuance of any certificate of conformance or renewal certificate under the NTEP Program. **Please be aware that an electronic signature is as legally binding as a handwritten signature.**

 \_\_\_\_\_  
 Signature Date Title