

Application for Private Label



This application should be used if a company is marketing a device from a manufacturer and re-labeling it under its own name. A separate application is required for each National Type Evaluation Program Certificate of Conformance.

Application Instructions:

- Sign application. **Unsigned applications will not be accepted.**
- **Submit payment with application.**
- Submit **two digital photos** of the device via email to NCWM.
- **Submit three Identification Labels.** Labels must meet the marking requirements listed in the "Handbook 44: Specifications, Tolerances and Other Technical Requirements for Weighing and Measuring Devices," Table S.6.3.a. Marking Requirement.

o **Mail ONLY the Identification Labels to:**

National Conference on Weights and Measures
Attention: Project Coordinator
1135 M Street, Suite 110
Lincoln, Nebraska 68508

- Submit application in one of the following ways:

Email: 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

For Use by NCWM

Control #: _____

CC #: _____

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

Part 1. Who Will the Contact Be During 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 Contact Information 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 ALL Billing 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)	\$800	\$1,200
Certificate Processing Fee	\$150	\$225
Certificate Drafting Fee (NTEP Staff)	\$350	\$525
Total Fees	\$950 (Application & Processing Fees) \$1,300 (Application, Processing Fees & Drafting Fees)	\$1,425 (Application & Processing Fees) \$1,950 (Application, Processing Fees & Drafting Fees)

**** 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 www.ncwm.com/membership ****

Part 5. Publications

PUBLICATION	NCWM MEMBER UNIT PRICE	NON-MEMBER UNIT PRICE	QUANTITY	AMOUNT DUE
<input type="checkbox"/> Handbook 44 (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"/> Publication 14: Administrative Policy (Current Edition)	\$60	\$120		\$
<input type="checkbox"/> Publication 14: Grain Moisture Meters, Near Infrared Grain Analyzers (Current Edition) Technical Policy, Checklists and Procedures	\$60	\$120		\$
<input type="checkbox"/> Publication 14: Measuring Devices (Current Edition) Technical Policy, Checklists and Procedures	\$60	\$120		\$
<input type="checkbox"/> Publication 14: Weighing Devices (Current Edition) Technical Policy, Checklists and Procedures	\$60	\$120		\$
<input type="checkbox"/> Publication 14 CD (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		\$
SHIPPING & HANDLING	USA ONLY	OUTSIDE USA	SHIPPING DUE	
For quantities larger than those listed, please contact NCWM at 402.434.4872 or elisa.stritt@ncwm.com 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. About the Original Manufacturer

Company:

What is the NTEP Certificate of Conformance Number:

What is/are the Model Designation(s):

Part 8. About the Private Labeler

Model Designation(s) How It/They Will Appear on the NTEP Certificate of Conformance:

Part 9. Original Manufacturer Signature**Sign
Here**

The Original Manufacturer authorizes the Private Labeler to use the results of the evaluation conducted in conjunction with this National Type Evaluation Program Certificate of Conformance to seek a National Type Evaluation Program Certificate of Conformance in the Private Labeler name. The device provided to the Private Labeler is identical to the original type for which the aforementioned National Type Evaluation Program Certificate of Conformance was received and other than a change in the name plate, the Original Manufacturer agrees to make no changes to the device. **Please be aware that an electronic signature is as legally binding as a handwritten signature.**



Signature

Date

Title

Part 10. Private Labeler Signature**Sign
Here**

☐ 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.

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