

# Application for Scale / Main Element of a Scale



**This application should be used if** for the following scales: Axle-Load Scale, Computing Scale, Non-computing Scale, Crane Scale, Grain Test Scale, Hanging Scale, Hopper Scale, Indicating Element for Scales, Jeweler's Scale, Livestock Scale, Monorail Scale, Parcel Post Scale, On-board Weighing System, Postal Scale, Prepackaging Scale, Prescription Scale, Railway Track Scale, Scale System Controller (non-automatic), Weigh-in/Weigh-out System or Weighing/Load Receiving Element.

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

**Application Instructions:**

- Review applicable checklist in "NCWM, Publication 14: Weighing Devices."
- Review "NCWM, Publication 14: Administrative Policy."
- Review applicable sections of "Handbook 44: Specifications, Tolerances and Other Technical Requirements for Weighing and Measuring Devices."
- 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.
- 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) <u>Application Process</u>			
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)	\$800	\$1,200
Certificate Processing Fee	\$150	\$225
<b>Total Fees</b>	<b>\$950</b> (Application & Processing Fees)	<b>\$1,425</b> (Application & Processing Fees)
<b>** Additional laboratory fees may apply. Annual Maintenance Fees will also apply. See Publication 14 Administrative Policy for details.</b>		
<b>** 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> **</b>		

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 15. Means of Sealing	
Is there a physical seal:	<input type="checkbox"/> Yes <input type="checkbox"/> No
Describe the means and location of physical sealing:	
Is there an audit trail:	<input type="checkbox"/> Yes <input type="checkbox"/> No
What is the audit trail category:	<input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3

**Part 16. Metrological Data (Applies to Weighing/Load Receiving Element, Indicating Element and Complete Scale)**

Model	Maximum Capacity	e	d	n <sub>max</sub>	Temperature Range if Other Than -10 °C to +40 °C	Accuracy Class
1.						
2.						
3.						
4.						
5.						
6.						
7.						
8.						
9.						
10.						

**Symbol Key:**

- e:** A value, expressed in units of weight (mass) and specified by the manufacturer of a device, by which the tolerance values and the accuracy class applicable to the device are determined.
- d:** The value of the scale division, expressed in units of mass, is the smallest subdivision of the scale for analog indication or the difference between two consecutively indicated or printed values for digital indication or printing. Also referred to as minimum graduation value, or minimum division value.
- n<sub>max</sub>:** The maximum number of scale divisions for which a main element or load cell complies with the applicable requirements.

**Part 17. Load Cells Used in Weighing/Load Receiving Element**

Manufacturer	Model	E <sub>max</sub>	V <sub>min</sub>	n <sub>max</sub>	Temperature Range	Class

**Symbol Key:**

- E<sub>max</sub>:** Largest value of quantity (mass) which may be applied to a load cell without exceeding the mpe.
- V<sub>min</sub>:** The smallest load cell verification interval, expressed in units of mass into which the load cell measuring range can be divided.
- n<sub>max</sub>:** The maximum number of scale divisions for which a main element or load cell complies with the applicable requirements.

Part 18. Features and Options (Only Applies to Complete Scale and Indicating Element)										
		List Each Model:								
Zero Setting Mechanisms	Automatic Zero Tracking (AZT):									
	Initial Zero Setting Mechanism (IZSM):									
	Semi-Automatic Zero (Push Button):									
	Other:									
Tare	Keyboard Tare:									
	Multiple Tare Memories:									
	Percentage Tare:									
	Programmable Tare:									
	Proportional Tare:									
	Semi-Automatic (Push Button) Tare:									
	Tare Save Key:									
Other:										
Power Supply	AC Power:									
	DC Power/Battery:									
	Power Saving Feature (Sleep Mode):									
	Power Saving Feature (Auto Shut Off):									
	Other:									
Display(s)	Alphanumeric Display:									
	Customer Display (Dual):									
	Gross/Net Display:									
	Integral Display:									
	Liquid Crystal Display:									
	Pedestal Display:									
	Remote Customer Display:									
	Separate Gross/Tare/Net Display:									
	Touch Screen:									
Other (Describe):										
Communication Ports	4-20 mA Loop:									
	Ethernet/Wireless:									
	Parallel Communication:									
	Printer:									
	RS-232: / add USB:									
	Other:									
Other Characteristics	Can Be Remotely Calibrated or Configured:									
	Linearity Calibration Points:									
	Multi-deck (Multichannel) Capability:									
	Wireless Communication:									
Other:										

**Part 19. General Description**

Describe the reason this application is being submitted:

**Part 20. 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 \_\_\_\_\_