



**ISO/IEC 17025 and ANSI/NCSL Z540-1 accredited**  
*The specialists in ASTM and laboratory thermometers & hydrometers*  
Members: ASTM API NCSL ASQ NCWM

1501 Decker Avenue Suite 118 Stuart, FL 34994 USA  
Tel: 772 286 7710 1-800-713-6647  
Fax: 772 286 8737 E-mail: sales@icllabs.com  
Internet: www.icllabs.com

*Setting new standards in calibration excellence!*

## CALIBRATION ORDER FORM FOR MMC Electronic Gauging Tape

### CUSTOMER INFORMATION

Date: \_\_\_\_\_

Bill to:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Ship to:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Technical Contact:

Name: \_\_\_\_\_ Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Name on Certificate: \_\_\_\_\_

Same as above

### INSTRUMENT CALIBRATION INFORMATION

SERIAL NO. \_\_\_\_\_ MODEL NO. \_\_\_\_\_

SERIAL NO. \_\_\_\_\_ MODEL NO. \_\_\_\_\_

SERIAL NO. \_\_\_\_\_ MODEL NO. \_\_\_\_\_

### Temperature Probe

- Calibrate temperature probe at specified test temperatures of 40, 90 & 140F (or Celsius equivalent) and issue ISO/IEC 17025 accredited, NIST traceable report of calibration, including 'As Found' (if device was operable when received) and 'As Left' values in accordance to API Chapter 7 – Temperature Determination Section 8.2

### Gauging Tape

*Please check as appropriate.*

- Calibrate the Linear accuracy of the tape in accordance to API Chapter 3 – Tank Gauging, Section A.2.4 and furnish NIST traceable report of calibration.

### OUT OF TOLERANCE ACTION

Should the device(s) submitted for calibration be received in inoperable condition, I authorize ICL Calibration Laboratories, Inc. to: (check the appropriate option):

- Replace defective component(s) and restore unit to proper working order, calibrate per original instructions, and bill accordingly.
- Develop an estimate for cost of replacement instrument(s), and request authorization to proceed. (This may delay delivery beyond promised date.)
- DO NOT REPAIR. Return in "As Found" condition and charge according for labor and time incurred.

**RECALIBRATION INTERVAL** (per the requirements of your quality system)

Please indicate the calibration interval you wish to appear on the calibration report:

**Please note that API Chapter 7, Section 8.2 Specifies a 1 YEAR calibration interval.**

- 1 YEAR**
- NONE** (if you do not wish to have a 'Next Due' date appear.)

If the interval is not indicated by the client, we will insert the calibration interval specified in API Chapter 7, Section 8.2

Note: if we know your recalibration interval, we will contact you approximately one month before the expiration of that interval to remind you recalibration will soon be due.

**PAYMENT OPTIONS (Please select one)**

- Visa
- MasterCard
- American Express

Credit Card Number: \_\_\_\_\_ Expiration Date: \_\_\_\_\_

Name on Account: \_\_\_\_\_ Security Code: \_\_\_\_\_

Billing Street Address : \_\_\_\_\_ Zip Code: \_\_\_\_\_

**RETURN SHIPMENT (Please select one)**

- UPS Ground
- UPS Next Day
- UPS 2 Day
- FedEx Ground Collect
- FedEx Priority Collect
- FedEx 2 Day Collect
- Collect UPS Acct. No. \_\_\_\_\_
- Collect FedEx Acct. No. \_\_\_\_\_

**PLEASE NOTE:**

**WE HAVE ENCLOSED A SHIPPING LABEL FOR YOUR USE**

Ship To:

**ICL CALIBRATION LABORATORIES, INC.  
1501 DECKER AVENUE  
SUITE 117  
STUART, FLORIDA 34994  
ATTENTION: RECEIVING DEPARTMENT**