

**ARKANSAS BUREAU OF STANDARDS METROLOGY LABORATORY**

4608 W 61st, Little Rock, AR 72209

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<b>Scheduling and Contract Review</b>						
<i>Company Name:</i>						
<i>Mailing Address:</i>						
<i>Contact Person:</i>				<i>Phone:</i>		
	<i>Description</i>	<i>Total Number of Items</i>	<i>Are they clean (Yes or No)</i>	<i>Are they identified with a unique id or serial number (Yes or No)</i>	<i>Shipping (Yes or No)</i>	<i>Drop Off (Yes or No)</i>
<b>Mass Echelon III Class F only</b>	1000 lb					
	500 lb					
	50 lb					
	25 lb					
	25 kg					
	Pound Kit					
	Metric Kit					
	Individual Weights (Not part of a Kit)					
<b>5 gallon Volume Transfer</b>	5 Gallon Test Cans					
	5 Gallon Bottom drop					

<b>Laboratory Policy</b>	<b>If shipping, attach a prepaid label and/or make arrangements with the courier company for a pick up.</b>
	<b>If AS FOUND value deviates more than +/- 75 % from the tolerance, adjustments will be made (For Mass greater than or equal to 20 lb / 25 kg only) . Additional charges may apply.</b>
	<b>Laboratory will not adjust any mass less than or equal to 10 lb / 10 kg.</b>
	<b>The turnaround time is up to 5 Business days. No credit card payments will be accepted.</b>
	<b>Artifacts must be clean before arrival. Unclean artifacts will not be tested. For more information refer to the requirements in NIST HB105-1 (sec 2.3 for Mass) and NIST HB105-3 (sec 4.6.1 for volume provers).</b>
	<b>Official Test report will be available to the customer only after the dues are paid.</b>
<b>The customer accepts the terms and conditions of the laboratory for the scheduled work. (Yes or No)</b>	

Arkansas Metrology Laboratory is Fully Recognized by NIST OWM to support Legal Metrology in the State of Arkansas through December 31, 2017.