

MICHIGAN DEPARTMENT OF AGRICULTURE
& RURAL DEVELOPMENT
LABORATORY DIVISION – WEIGHTS AND MEASURES
940 Venture Lane, Williamston MI 48895
Telephone: 517-655-8202

PLACE IN SERVICE REPORT

DEPT. USE ONLY	
Quality Control	P/F
NOTES:	

PLEASE PRINT LEGIBLY: PHYSICAL LOCATION OF THE DEVICE (Use a different form for each location.)

BUSINESS NAME		PHONE NUMBER	DATE OF SERVICE	NEW ESTABLISHMENT <input type="checkbox"/> YES <input type="checkbox"/> NO	
ADDRESS	COUNTY	CITY	STATE	ZIP CODE	

SPECIAL NOTICE: *The National Type Evaluation Program (NTEP) Certificate of Conformance Number must be recorded in the "NTEP COC" column below.*

DEVICE DESCRIPTION					
TYPE DEVICE (Codes on back)	MANUFACTURER	MODEL NUMBER	RATED CAPACITY/ FLOW RATE	NTEP COC	COMMENTS
	<input type="checkbox"/> Return Device to Service (Enclose Michigan Condemnation Tag)		<input type="checkbox"/> New Installation	<input type="checkbox"/> Other Devices Restored	
	<input type="checkbox"/> Return Device to Service (Enclose Michigan Condemnation Tag)		<input type="checkbox"/> New Installation	<input type="checkbox"/> Other Devices Restored	
	<input type="checkbox"/> Return Device to Service (Enclose Michigan Condemnation Tag)		<input type="checkbox"/> New Installation	<input type="checkbox"/> Other Devices Restored	
	<input type="checkbox"/> Return Device to Service (Enclose Michigan Condemnation Tag)		<input type="checkbox"/> New Installation	<input type="checkbox"/> Other Devices Restored	
	<input type="checkbox"/> Return Device to Service (Enclose Michigan Condemnation Tag)		<input type="checkbox"/> New Installation	<input type="checkbox"/> Other Devices Restored	

SERVICE AGENCY INFORMATION

AGENCY NAME			AGENCY MI REGISTRATION NUMBER		
ADDRESS			Contact Name		
CITY	STATE	ZIP	PHONE		

NOTE: In accordance with P. A. 283, of 1964, as amended, Michigan Weights and Measures Act, a Place in Service Report and copy of test results must be mailed within five (5) business days for each out of service device returned to service, each new installation, and other devices restored to service.

By my signature, I certify that the device(s) listed above were installed and/or calibrated to applicable requirements as set forth in P. A. 283, of 1964, as amended, the Michigan Weights and Measures Act and NIST Handbook 44. I also certify that the standards used in such testing and calibrations are currently certified and that I have sealed all adjustments as required and currently hold certification for the above device(s).

Standard Certification Number(s) _____ **Certifying Laboratory Name** _____

NAME OF SERVICE AGENT (PRINT)	SIGNATURE OF AGENT	MI REGISTRATION NO.	CATEGORY LETTER(S)
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DEVICE CODE	DEVICE
01	Vehicle Scale (2 Section)
02	Livestock Scale
03	Platform (1500 lbs. or less), Animal (all), Portable Hopper (all)
04	Hopper Scale (over 1500 lbs.)
05	Monorail Scale
06	Counter Scale/Hanging Pan Scale
07	CNG Meter
09	Vehicle Scale (3+ Section)
10	Single Product Retail Meter
11	Vehicle Tank Meter/Loading Rack Meter (100 GPM or less)
12	Platform Scale (over 1500 lbs.)
13	Single Product Retail Meter (over 25 GPM and/or with a slave)
14	LPG Meter (25 GPM or less)/stationary
15	LPG Meter (over 25 GPM)
16	Blended Product Retail Meter
17	Crane Scale
18	Loading Rack Meter (over 100 GPM)
26	Agri-Chemical Meter
29	Railroad Scales
30	Belt Conveyor
31	Mass Flow Meter
32	Taxi Meter

CATEGORY LETTER	CATEGORY NAME	CATEGORY LETTER	CATEGORY NAME
A	Agri. Chemical	H	Retail Motor Fuel Dispensers
B	Belt Conveyor	I	Vehicle and Axle-Load Scales
C	Livestock & Animal Scales	J	Vehicle Tank Meters (Other than LPG)
D	L.P. Gas Meters	K	Loading Rack Meters
E	Medium Capacity Scales (500 to 20,000 lb)	L	Mass Flow Meters
F	Railroad Track Scales	M	Multiple Dimension Measuring Devices
G	Retail Computing Scales	N	High Flow Retail Meters

DEFINITIONS	
Return Device to Service	<ul style="list-style-type: none"> State of Michigan inspector condemned device ONLY (Red Tagged)
New Installation	<ul style="list-style-type: none"> New device being installed
Other Device Restored	<ul style="list-style-type: none"> Device not currently being used commercially is being returned to commercial service non-portable device is relocated and placed into service Out-of-tolerance and being brought closer to zero No security seals Repair or Replacement of a metrologically significant component
**NTEP COC (Required to report the COC number)	<ul style="list-style-type: none"> National Type Evaluation Program - Certificate of Conformance (this is a number)
***Calibration Test Report Number (Required)	<ul style="list-style-type: none"> A test report with a corresponding number is issued when standards are calibrated. Report that number for the standard(s) being used at the above location and date of service.