


Calibration request for 1 kg prototype			 QUALITY MANAGEMENT SYSTEM
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CALIBRATION REQUEST FOR 1 kg PROTOTYPE

Name of National Metrology Institute:.....

Information of person to contact for technical information:

Name:.....

Telephone:.....

Email:.....

Proposed start date for the calibration:.....

Prototype No.

- After initial calibration, do you wish to have this prototype cleaned and washed by the BIPM? This is only recommended if the prototype is visibly contaminated (**approximately two additional months will be required**).
 - No, I do not wish to have the prototype cleaned and washed.
 - Yes, I wish to have the prototype cleaned and washed.
 - I will decide after the initial calibration.
 - I wish to discuss this question with the Director of the Physical Metrology Department.
- How do you plan to take care of customs documents and formalities?
 - Member-State of the European Union, no customs documents required
 - Diplomatic bag
 - ATA Carnet
 - Other (Please contact BIPM for details)

You will shortly receive a form **BIPM/ADM-DOU/F-01** giving us your shipping and customs instructions. It must be completed and returned to the BIPM before shipping or carrying the standards.

- Language of the certificate: English or French
- By default, we provide calibration certificates in the form of a pdf file. In case you wish to receive a printed certificate, please indicate the address to which the calibration certificate shall be sent:

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- Official authorization for this request:

Name:.....

Position:.....

Signature:.....Date:.....

Part reserved to the BIPM mass laboratory

Suggested date for the calibration:.....

Deadline for delivery the prototype at BIPM:.....

This calibration request is confirmed by:.....

Signature and date:
.....