

# American Calibration, Inc.

## Calibration Service Requirements

Company: \_\_\_\_\_ Contact: \_\_\_\_\_

Please Select the Type of Calibration You Require (If nothing is checked we will provide you with a Standard Calibration)

**Standard Calibration:** All calibrations are performed in accordance with ISO/IEC 17025:2005 using appropriate specifications and procedures as defined below. A certificate of calibration traceable to N.I.S.T. (or another National Measurement Institute) is provided which includes: "As Found" and "As Left" measurement data, standards utilized, and environmental conditions. We will retain all essential data in the event you require an accredited calibration post completion of the job.

**Accredited Calibration:** All calibrations are performed in accordance with ISO/IEC 17025:2005 including everything in a Standard Calibration, and additionally the calibration certificate will contain the measurement uncertainty and an ILAC recognized accrediting body symbol with our registration number for all disciplines and ranges as listed on our published scope of accreditation. **A different calibration price may apply for an Accredited Calibration.**

I require an Accredited Calibration on this type of equipment only: \_\_\_\_\_

### Calibration Procedures

Wherever possible, our calibration procedures are based on procedures that have been published in national or international standards, or those published by reputable technical organizations or in relevant scientific texts or journals. When unavailable, we will use American Calibration internal calibration procedures unless you specify other here: \_\_\_\_\_

For calibrations that fall outside of our current capabilities, we will either calibrate to the extent of our range, or use an approved vendor, unless you specify other here: \_\_\_\_\_

### Calibration Intervals

Per ISO/IEC 17025:2005, Clause 5.10.4.4, American Calibration shall not make recommendations for calibration interval(s) for your equipment. Calibration due dates do not imply continued conformance to specifications or assure the long-term behavior of your equipment. It is your responsibility to inform American Calibration, Inc. what calibration interval you want for each item, group or overall that we calibrate for you. Unless otherwise noted on this form or your Purchase Order, we will leave the calibration due date as blank and only indicate the date of calibration.

Please indicate your required calibration interval here: \_\_\_\_\_

Our calibration management software allows us to reduce the calibration interval (per ANSI Z540-1) per your request if the instrument is found out of tolerance. If this is a service you would like, please indicate your interval reduction you would like: Shorten interval by \_\_\_\_\_.

### Specifications

American Calibration will determine tolerances in the following order: 1) customer requested, 2) manufacturer specifications, 3) published standards, or 4) internal procedures. It is your responsibility to inform us on any special requirements by stating them on a Purchase Order or supplying us with drawings and/or tolerance requirements. You will be notified at job completion of any out-of-tolerance (OOT) conditions found on your calibration certificate. If your equipment is found out-of-tolerance during calibration and cannot be adjusted into specifications, we can provide the following as requested:

Limited calibration indicating the OOT readings       Report as *Fail* and issue calibration certificate as such  
 Repair and/or issue a replacement/repair quote       Other: \_\_\_\_\_

Unless otherwise instructed, American Calibration will use "shared risk" (per ILAC-G8:1996 section 2.3), in that measurement uncertainty (when shown) is not cumulated with the measured values to determine the pass or fail criteria. The values are provided as an indicator of the relative associated false accept and/or reject risks, as it may relate your measurement quality needs and device usage.

*We will use the information provided indefinitely unless otherwise directed. Please sign below and fax or email. Work cannot continue unless this is maintained by American Calibration, Inc.*

Customer Approval (Print Name): \_\_\_\_\_

Customer Signature: \_\_\_\_\_ Date: \_\_\_\_\_

American Calibration, Inc. Representative Review: \_\_\_\_\_ Date: \_\_\_\_\_