



## CALIBRATION WORK ORDER

### pH Indicators and Controllers

This form should accompany your instrument(s) when sending them to Massachusetts Metrology for calibration

Request Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

Required By Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

Company Name: \_\_\_\_\_

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

Billing Address: \_\_\_\_\_

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

\_\_\_\_\_

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

\_\_\_\_\_

Fax: \_\_\_\_\_

### Shipping Requirements

#### Shipping Address:

Massachusetts Metrology and Instrument Service

One Liberty Square

Rockland, MA 02370

Phone: (781) 982-7125

Fax: (781) 982-7152

#### Return Shipping Information:

Company Name: \_\_\_\_\_

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

Address: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Department: \_\_\_\_\_

Building/Lab Number: \_\_\_\_\_

Return Shipping Instructions:  Ground  Overnight  2<sup>nd</sup> Day  Other: \_\_\_\_\_

Return Shipping Insured Value: \_\_\_\_\_

Massachusetts Metrology's primary shipping carrier is United Parcel Service.

### Documentation Requirements

All Calibration Certificates include "As Found" and "As Left" data and are NIST traceable.

Name on Certificate (if different from above): \_\_\_\_\_

Address on Certificate (if different from above): \_\_\_\_\_

\_\_\_\_\_

Please select any additional documentation requirements that apply.

ISO/IEC 17025 Accredited Certificate  Uncertainty Required (no additional cost)

Not all calibrations performed at Massachusetts Metrology and Instrument Service are ISO/IEC 17025 Accredited.  
Please review our scope of accreditation for further details.



**pH Instrument(s) Description**

<u>Manufacturer</u>	<u>Model #</u>	<u>Serial #</u>	<u>ID#</u>	<u>Tolerance</u>	<u>Cal Interval</u>	<u>Cost</u>
1. _____	_____	_____	_____	_____	_____	_____
2. _____	_____	_____	_____	_____	_____	_____
3. _____	_____	_____	_____	_____	_____	_____

24 Hour Expedited Service Required (\$50.00 per Item)  Yes  No List All Item Numbers \_\_\_\_\_

48 Hour Expedited Service Required (\$30.00 per Item)  Yes  No List All Item Numbers \_\_\_\_\_

**Expedited Calibration Service Must Be Scheduled in Advance With Customer Service - (781-982-7125)**

**Special Instructions and/or Method Requirements (if any)**

If there are any special instructions and/or calibration method requirements, please specify them below.  
 \_\_\_\_\_  
 \_\_\_\_\_

**Pricing**

Full pH instrument buffer calibration includes 3 test points of 4, 7 and 10 pH. Full pH instrument electrical calibration includes 5 test points spaced throughout the measurement range.

**Required Test Points (optional)**

- 1) \_\_\_\_\_ 4) \_\_\_\_\_ 7) \_\_\_\_\_
- 2) \_\_\_\_\_ 5) \_\_\_\_\_ 8) \_\_\_\_\_
- 3) \_\_\_\_\_ 6) \_\_\_\_\_ 9) \_\_\_\_\_

4, 7 and 10 Buffer Calibration: \$75.00  
 5 Test Point Electrical Calibration: \$75.00  
 Buffer and Electrical Calibration: \$115.00

(Electrical Only)

**Payment Method**

**Payment Method:**  Established Account  COD  AMEX  Master Card  VISA

PO Number: \_\_\_\_\_ Dollar Amount (excluding shipping charges): \_\_\_\_\_

Credit Card Number: \_\_\_\_\_ Exp. Date: \_\_\_\_/\_\_\_\_/\_\_\_\_

Name on Credit Card (including organization): \_\_\_\_\_

Credit Card Billing Address Zip Code: \_\_\_\_\_

**Statement of Decontamination**

Please indicate any exposure of the shipped instrument(s) to hazardous chemicals and/or substances and how they have been decontaminated. Please check the box below and sign at the bottom.

\_\_\_\_\_

I certify that the aforementioned instrument(s) are free from any radioactive, hazardous, or otherwise dangerous substances and are safe for human handling.

Signature: \_\_\_\_\_ Title: \_\_\_\_\_ Date: \_\_\_\_/\_\_\_\_/\_\_\_\_