

OAK RIDGE NATIONAL LABORATORY

MANAGED BY UT-BATTELLE FOR THE DEPARTMENT OF ENERGY

ORNL Metrology Laboratory Quotation Request Form

Fax: (865) 241-4644; Phone: (865) 574-7349; E-mail: duncanml@ornl.gov
Hours: Monday – Friday 8:00am – 4:30pm (Eastern Time)

Today's Date: _____

I. Equipment Information

Manufacturer: _____

Model Number: _____

Description: _____

Range: _____

Unique Instrument Identification No: (if applicable) _____

II. Calibration Specifications

Need Date: _____

Manufacturer Standard Calibration

Special Case

Calibration Points	Tolerances or Mfr. Specifications

Specify Special Calibration Instructions or Requirements (Such as gas, optimization, etc.):

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NOTE: By leaving the above blank, you are authorizing the ORNL Metrology Laboratory to select a calibration interval based on manufacturer's recommendation calibration interval, experience with similar instruments or values from other sources (industry or government databases, other respected calibration labs, etc.). The calibration interval will be used to determine the calibration due date based on the date of the calibration by ORNL Metrology plus the calibration interval and will be used by ORNL Metrology Lab to issue calibration due reminders.

Type of Calibration:

NVLAP Accredited ISO 17025 NIST Traceable
(Includes ISO 17025 and NIST Traceable) (Includes NIST Traceable)

Have any of the devices requested to be calibrated been potentially contaminated by chemical, biological, radiological or other hazardous materials? Yes No

If you checked "Yes" please describe below:

III. Customer Information

Company: _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

Shipping Address: _____

City: _____ State: _____ Zip: _____

Contact: _____ Phone: _____

Fax: _____ E-mail: _____

Note: Each instrument must be labeled showing company ownership.

By submission of this form, you are indicating that you are not aware of a commercial calibration laboratory which is capable of performing the requested calibration in accordance with your specific technical requirements for this calibration.