



ARIZONA DEPARTMENT OF WEIGHTS AND MEASURES

4425 West Olive Avenue, Suite 134 Glendale, AZ 85302
602-255-5211 FAX 602-255-1950 800-277-6675
www.azdwm.gov

November 13, 2008

Attention Gem Show Exhibitors:

The Tucson Gem, Mineral & Fossil Showcase is a great event. The Arizona Department of Weights and Measures wants you to make the most of this great business opportunity, but we need to remind vendors that all commercial scales used in Arizona must be licensed by the Department, and we require proof that you have been issued a Certificate of Conformance by the National Type Evaluation Program (NTEP) or California Type Evaluation Program (CTEP). If you plan to bring a commercial scale to the show, you must do the following:

Step 1: If your commercial scale is not currently licensed in Arizona, please fill out the enclosed Device License Application

Step 2: Send the Device License Application and a check or money order to:

**Attn: Licensing Department
The Arizona Department of Weights and Measures
4425 West Olive Ave Suite 134
Glendale, Arizona 85302-3844**

Step 3: **Bring your Weights and Measures Device License to the Gem Show.**

Note: Please keep in mind that our staff will be conducting inspections during the gem show. If you bring a commercial scale that is not licensed by the Department, AND is not NTEP approved, it will be subject to seizure. If you want your device back you will have to come to our Glendale office after the show is concluded. Be advised that, under the provisions of A.R.S. § 41-2069, any seized device will be kept for no longer than 180 days following the conclusion of any enforcement action. Once that period is complete, any unclaimed device will be destroyed.

For additional details, please visit our website www.azdwm.gov

Please come to Tucson, be part of a successful show, and have a good time. If you have any questions regarding Arizona requirements for commercial scales, please contact Shawn Marquez at (623) 463-9940 or e-mail smarquez@azdwm.gov. Please call early to avoid delays.

Sincerely,

Shawn Marquez, Director of Compliance Programs

Enclosures