

STATE OF CALIFORNIA

Department of Food and Agriculture
Division of Measurement Standards (DMS)
California Type Evaluation Program (CTEP)
<http://www.cdfa.ca.gov/dms/>
dms@cdfa.ca.gov
DMS Form 40-100 (Rev. 2/2023)

APPLICATION FOR EVALUATION OF A WEIGHING OR MEASURING DEVICE

APPLICATION TYPE

New: CTEP Certificate of
Amendment: Approval (COA) # to be
Amended: _____

A) APPLICANT INFORMATION (Contact(s) during the evaluation)

Applicant Name: _____
Phone: _____ E-Mail _____
Co-Applicant Name: _____
Phone: _____ E-Mail _____
Co-Applicant Name: _____
Phone: _____ E-Mail _____

B) COMPANY INFORMATION (As marked on the device)

Company Name: _____
Address: _____
State: _____ Zip Code: _____
Additional Country Info: _____
Phone: _____ Fax: _____
Contact Person: _____
E-Mail: _____ Website: _____

C) PROJECT BILLING AND ANNUAL ADMINISTRATIVE FEE CONTACT(S) (This section must be completed)

Company Name: _____
Address: _____ City: _____
State: _____ Zip Code: _____ Country: _____
Additional Country Info: _____
Contact Person: _____
E-Mail: _____ Phone: _____
Alt. Contact Person: _____
Alt. E-Mail: _____ Alt. Phone: _____

FOR OFFICIAL USE ONLY

CTEP PROJECT NUMBER (TA#): _____
DATE APPLICATION RECEIVED: _____
PROCESSED BY: _____
APPLICATION VERIFIED BY AND DATE: _____

D) TYPES OF DEVICE(S) AND DESCRIPTION

Automotive Bulk Weighing System			Measuring Register / Indicator
Automatic Weighing Systems			Meter Indicating Mass
Axle-Load Scales			Meter Indicating Volume
Batch Controller			Monorail Scale
Belt-Conveyor Scales			Non-Computing Scale
Bench/Floor Weighing Elements			On-Board Weighing Systems
Card Readers			Other Measuring Devices
CNG Indicating Element			Other Weighing Devices
Computing Scale			Point-of-Sale (POS) Scales
Console Controller			POS Systems
Crane Scales			POS Retail Motor Fuel Dispenser
Cryogenic Meters			Postal Scales
Electric Vehicle Supply Equipment			Prepackaged Scales
Electronic Cash Register - Measuring			Prescription Scales
Electronic Cash Register - Weighing			Printers
Floor Weighing Element			Railway Track Scales
Hanging Scales			Retail Motor Fuel Dispenser
Hopper Scales			Scale System Controller
Hydrocarbon Gas Vapor Meters			Shipping Scales
Hydrogen Gas-Measuring Device			Taximeters
Jeweler's Scales			Transportation Network Measurement Syst.
Liquefied and Compressed Gas Meters			Vapor Recovery Nozzle
Liquid Measuring Indicating Element			Vehicle Tank Meters
Load Cells			Vehicle Weighing Element
Loading Rack Meters			Water Meters
Mass Flow Meters			Watthour Meters
Measuring Device Software			Weigh-in / Weigh-out System
Description of device not listed above:			Weighing/Load Receiving Element

E) INTENDED METER SIZE(S), ALL UNITS OF MEASURE, AND FLOW RATES

F) INTENDED SCALE TYPE, MASS UNITS OF MEASURE, AND CAPACITY

G) MODEL NUMBERS OR DESIGNATION (As it appears on the Hard ID or Software Screen ID)

H) DESCRIBE THE METHOD OF SEALING

I) INITIAL DEPOSIT REQUEST AND PAYMENT INFORMATION

Fees:

Description:	FEEES
Non-Refundable Application Fee	\$500.00
Initial Deposit Amount	\$2,500.00
Total Amount Due Today:	\$3,000.00

Make checks or money orders payable to: [CDFA-505](#)

Mail your payment to:

CDFa DIVISION OF MEASUREMENT STANDARDS
P.O. Box 942878
SACRAMENTO, CA 94271

Payment by Credit Card:

CTEP Program does accept credit cards for deposit payments and annual Administrative Fees; however, you must contact the Division before attempting to use the link provided below.

CTEP Credit Card Payment link: <https://secure.cdfa.ca.gov/egov/ctep/>

Signature:

By endorsing this document, you agree to abide by all provisions of the California Business and Professions Code, Div. 5 and the California Code of Regulations, Title 4, Div. 9.

Signature: _____

Printed Name: _____

Title: _____

Date Signed: _____

E-Mail: _____

Phone: _____

Questions? Contact the CTEP Administrative Helpdesk by phone at (916) 229-3000 or by email at dms@cdfa.ca.gov.