

NEW MEXICO DEPARTMENT OF AGRICULTURE DIVISION OF STANDARDS AND CONSUMER SERVICES

Limited Service Establishment Registration Application Commercial Petroleum Weights and Measures Service Establishment

This application must be completed by only those individuals desiring registration as a **"Limited Service"** service establishment for commercial petroleum weighing and measuring devices. The completed application must be accompanied by an establishment registration fee of **\$150** and also by a service technician registration fee of **\$50** for each employee of the service establishment who will be doing service work on commercial weighing and measuring devices. If the complete application for renewal of registration is not filed prior to the expiration date of the current registration, a late registration fee of **\$100** shall be charged in addition to the annual registration fees.

Name of Establishment:	
Name of Principle Officer:	
Telephone Number:	
Alternate Number:	
Email:	
Check if same as maili	ng address.
Mailing Address: Physical Address:	
City: City:	
State: State:	
Zip: Zip:	

As Principal Officer of the establishment named above, I hereby apply for registration as a "Limited Service" commercial petroleum service establishment for the purpose of conduction the business of repairing, reconditioning, servicing and/or installing commercial petroleum weighing and measuring devices owned and operated by the above named establishment. This establishment will abide by the applicable rules and regulations of the Board of Regents of the New Mexico State University that have been or may be adopted under the Petroleum Products Standards Act (Chapter 98, Sections 1 through 16, Laws of 1993, NMSA). I certify that the employees of this establishment who will be doing the work are competent to repair, recondition, service or install the devices indicated on the reverse side of this application. I understand that registration as a "Limited Service" establishment does not convey the privilege of servicing or repairing devices owned by others.

Signature of Principal Officer _____

DIVISION OF STANDARDS AND CONSUMER SERVICES MSC 3170, Box 30005 Las Cruces, New Mexico 88003-8005 Telephone: (575)646-1616, Fax: (575)646-2361

Due to sensitive information provided please print and mail application

NEW License Application Requirements

License Application

List of current technicians, social security number required.

Copy of current calibration reports for test standards.

Fees-\$150.00 establishment plus \$50.00 for each technician.

License RENEWAL Requirements

List of current technicians, social security number required for new technicians.

Calibration reports for test standards.

Fees-

\$150.00 establishment plus \$50.00 for each technician. \$100.00 late fee if received after expiration of current license.

ADDING New Technician

Name of technician, social security number required.

Fees-

\$50.00 for each new technician.

PLEASE NOTE: Technician license will expire with establishment license.

List below the names and social security numbers of all services technicians associated with this establishment who will be installing, servicing, repairing and/or reconditioning, commercial weighing and measuring devices. A fee of **\$50** must be paid for each registered service technician. We cannot accept Social Security numbers via email. It is in violation of *policy 15.41*.

Technician (First, Last Name)	Social Security Number	Technician (First, Last Name)	Social Security Number

Other individuals may be registered at a later date by notifying the New Mexico Department of Agriculture and submitting the name, Social Security number and the registration fee of \$50 for each new service technician

Class of Registration (check that apply)

PD **Retail Petroleum Dispensers** LMD Bulk Meters LPG Liquified Petroleum Gas CNG Compressed (Requires at least one **Measuring Devices** Natural Gas (Requires at least one certified 5 gallon certified volumetric (Requires a certified volumetric prover) prover, capable of holding volumetric prover) full flow for one minute-25 gallon minimum)

Testing Standards:

Volume Measuring:

Attach calibration certificate for all field standards to be used in servicing commercial devices in New Mexico.