

IMADA Calibration Request and Confirmation

Thank you very much for your continued use of IMADA products. Please read first and confirm the details stated in the **IMPORTANT NOTICE** (below) before sending your Measuring Instruments for Calibration to us in Japan (via our local agent).

If all details confirmed and agreed upon, proceed to the Request Form on second page, check the box confirmed to proceed and fill in the details required. Please contact the local agent or us for clarification if you have any questions or concerns.

**Your Calibration Request not accepted without your confirmation check .*

For additional **Repair Request(s)** or Firmware Update(s) required, submit another **Request Form**. Please forward the **Measuring Instrument** and the Request **Forms** to the local Agent for the request confirmation and to proceed.

**Please ensure all your requests and concerns specified and confirmed before proceeding with the process.*

IMPORTANT NOTICE

REPAIR (including FIRMWARE UPDATE) / CALIBRATION Procedures

- The quotation will be issued after the repair details and the procedures are determined. As such, please specify your requests, by filling the Repair Request and Confirmation Sheet (next page).
- After confirming the quotations for the Repairs or the Calibration, you may decide to cancel the processes. The Measuring Instruments returned following the set company Export Regulations and all charges Invoiced to you, including the Quotation Fee, Export Packaging and Handling with the Shipping Collect. (The Packages for the Measuring Instruments sent to us will not be used nor returned for all exports from **IMADA Japan**).
- The Measuring Instruments Data may get erased in the process. If necessary, please record the Settings and the Memory Data in the Measuring Instruments before sending them for Repairs or Calibrations.
- The Measuring Instruments Check proceeded for Wear, Abrasion or Deterioration of the replacing Parts and the problem areas. Please confirm the additional costs charged for any Parts replaced and other Repairs.
- The Repair Completion Date is difficult to specify, because the Repair process may take longer, depending on the required work. Please allow extra days.
- In some cases, Repairs or Calibrations cannot proceed, as the accuracy and the safety of the Measuring Instrument not possible to secure for safe use. Hence your requests may not be meet. We would notify the cancellation of the procedures. Appreciate your understanding.
- Please note that repair uncertainty may increase for less reproducible problems, severe deterioration, or aging products.
- We do not accept any cancellation of the process once the Measuring Instruments arrive, and the work begin.
- We do not accept requests exceeding the product specifications, our set quality standards, or any other requests outside the basic processes.
- We are not responsible for any damage arising from malfunctioning, Repairs, or the Calibration of the product in the process, except as provided by the law of Japan.
- Please confirm the details for the Warranty coverage in advance for limited and specific repairs and Parts replacements before requesting Repairs.
- Parts removed from your Measuring Instrument for exchange with new Parts will not be returned to you.

Notes When Sending the Measuring Instruments

- Please send the Measuring Instrument and the Dedicated Adapter stored in the Dedicated Protective Case to minimize transportation damages. We will dispose of any boxes or containers, used for packing.
- The Sensors and Amplifiers must be sent together for the sensor-separated types as a set.
- Ensure to remove the force gauge or torque gauge from the stand, and send it without any attachments on the measuring shaft.
- When sending the Test-Stand, ensure all attachments, other Measuring Instruments, Jigs, and mounting plates dismantled.

Additional Notes on Calibration Request

- The Calibration quotations are for the Accuracy confirmation of the Measuring Instrument. Additional fee Invoiced for the adjustments if required. Our agent will notify you of further details for confirmation as needed.
- For **ISO17025 Calibration**, a procedure established and performed under the approved accredited methods.
- If you have any objections to the **ISO17025 Calibration** results or complaints about our performances, please inquire via our local agent in writing. We will investigate / review matters and, if deemed necessary, reply to you in writing.

Shipping Cost

- All shipping charges Invoiced to you, including the Quotation Fee, Export Packaging and Handling with the Shipping Collect.

**Please do not hesitate to contact the local IMADA Agent or us for any questions and concerns.*

Calibration Request and Confirmation

ISO 17025 Accredited

Please read the "Important Notice" on the first page. Confirm the terms and conditions, Check , and fill in details.

Agree to the Terms and Conditions. Date: _____ / _____ / _____

Company: _____ Person in Charge: _____

Address: _____ Phone Number: _____

Product Information & Return Address (*If Repair or Firmware Updates is already filled, skip this section.)

Product Model	Product Serial No.
HP Inquiry Number	
Return Address:- Name and Address in full *if different from Above	Person in charge: _____ Contact E-mail: _____ Company: _____ Phone number: _____ Address: _____

Calibration Details *Select from <1> to <3> and Check : -

<1> **As per the previous Calibration** **Last Calibration Date:** _____ / _____ / _____
If your company's name or address has been changed since the last calibration, select <2> or <3>

<2> **ISO17025 Accredited Calibration**

Type	Accuracy	<input type="checkbox"/> Standard <input type="checkbox"/> Others: Please specify. (_____)	
	Number of Points	Compression: <input type="checkbox"/> 5 (6) <input type="checkbox"/> 10 <input type="checkbox"/> Others (_____) Calibration Point <Unit: N> (_____) N	
		Tension: <input type="checkbox"/> 5 (6) <input type="checkbox"/> 10 <input type="checkbox"/> Others (_____) Calibration Point <Unit: N> (_____) N	
*Example <input checked="" type="checkbox"/> Others (8) Calibration Point <Unit: N> (21, 44, 57, 79, 92, 100, 124, 188 [2]) N			
<p>[1] The standard calibration points for Mechanical force gauges 30N/ 300N/ 3000N: 6 points. The specified number of points (5, 6, and 10) equally spaced. [2] Minimum point value is 10% of the instrument's capacity (e.g. The maximum allowable load value specified for the ZTS-500N is 50N. Less than 49N is not applicable). **In case of any issues or problems, notified with details.</p>			
Certificate	*Address on the Certificate (*1. copy in English)	Additional copies issued at your cost, with the request. Please specify. Note that The Calibration Certificate include all results, except for the numeric values caused by the uncertainty.	
	*Additional Requests	<input type="checkbox"/> Traceability Data Chart <input type="checkbox"/> Calibration Data for the Standard Instrument	

<3> **Manufacturer Calibration**

Type	Accuracy	Standard	
	Number of Points	Force Gauge Amplifier	<input type="checkbox"/> Standard Single Side : 10 Points
			<input type="checkbox"/> Others [3] Compression: <input type="checkbox"/> 5 (6) <input type="checkbox"/> 10 <input type="checkbox"/> Others ([4] _____) ([5] _____) N Tension: <input type="checkbox"/> 5 (6) <input type="checkbox"/> 10 <input type="checkbox"/> Others ([4] _____) ([5] _____) N
	Number of Points	Torque	<input type="checkbox"/> Standard Right Rotation 5 Points / Left Rotation 5 Points
<input type="checkbox"/> Others Right Rotation: <input type="checkbox"/> 5 <input type="checkbox"/> 10 <input type="checkbox"/> Others ([4] _____) ([5]/[6] _____) N Left Rotation: <input type="checkbox"/> 5 <input type="checkbox"/> 10 <input type="checkbox"/> Others ([4] _____) ([5]/[6] _____) N			
<p>[3] The standard calibration points for Mechanical force gauges 30N/ 300N/ 3000N: 6 points. The specified number of points (5, 6, and 10) equally spaced. [4] Please specify the Points of your requests in <input type="checkbox"/> Others ([4] _____) N, and the above space with <input checked="" type="checkbox"/> [5] Please enter all Points of your request in ([5]/[6] _____) N Minimum point value is 10% of the instrument's capacity (e.g. The maximum allowable load value specified for the ZTS-500N is 50N. Less than 49N is not applicable). [6] Calibration proceeded in N-cm or the N-m</p>			
Certificate	*Document	Calibration Data for the Standard Specified for IMADA Measuring Instruments.	
	*Additional Requests	<input type="checkbox"/> Calibration Certificate <input type="checkbox"/> Traceability Data Chart <input type="checkbox"/> Calibration Data for the Standard Instrument *Company Name on the Certificate : _____	

IMADA Confirmation: Notes for Additional Issues / Changes and Comments		*We will notify you of any problems	
Description and Confirmation	Customer	IMADA	
	<input type="checkbox"/> OK	<input type="checkbox"/> OK	
	<input type="checkbox"/> OK	<input type="checkbox"/> OK	

IMADA JAPAN

管理番号	IR - -	承認印	サービス G	技術 G (ISO17025 のみ)	
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