	A REQUEST FOR TESTING / CALIBRATION ☐ (mark the appropriate box) ☐	Code: ДП-11-A-01

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(*full name of measuring device type*)

Information about the customer:	
Name and address:	VAT:
Contact person: E-mail:	Phone:
Information about the user of the measuring device: (if different from the customer):	
Name and address:	VAT:
Contact person: E-mail:	Phone:

Information on the measuring device:
Name and address of producer:
Type:
Identification mark (production number, serial number, inventory):
Basic metrological properties : (measuring range, measurement uncertainty, accuracy class, other metrological properties , ...)
Intended use of the measuring device (mandatory field in the request for testing):

Specific customer/user requirements	
Provide a statement of compliance with the specification or standard (does not apply to SRPS/ISO 17025):	☐ YES ☐ NO
If „yes'', specify the name of the document:	
Proposal of the location where the testing / calibration will be performed - name, address (outside of DMDM):	
Specify the number of measuring ranges, number of measuring points in the measuring range, language in which the test report / calibration certificate will be issued (Serbian / Serbian-English), document and parts of the document according to which the testing/calibration will be performed,.	
Perform the adjustment of the instrument:	☐ YES ☐ NO
Providing access to relevant parts of the laboratory to witness customer-specific laboratory activities (in accordance with the access rules/conditions and with the consent of the authorized person from DMDM):	☐ YES ☐ NO

ANNEX:

1. Technical documentation accompanying measuring instrument (for example, user manual, technical description of operation, etc.).
2. Additional equipment and accessories (if required for testing/calibration)
3. Calibration Certificate of previous calibration (copy) - if it exists
4. Test Report of previous testing (copy) - if it exists
5. The document in respect to which a statement of compliance with the specification or standard is requested (optionally)

Place and date:

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Person responsible:

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Note: All information that laboratory collects or obtains during testing/calibraion process, shall be considered confidential and can be made publicly available only with the prior consent of the customer, unless prohibited by law.