Print Form

Nevada Department of Agriculture

CONSUMER EQUITABILITY DIVISION
Registered Service Agency Program
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Phone: (775) 353-3782 Fax: (775) 353-3798
Email: rsareg@agri.nv.gov Web: agri.nv.gov/RSA

PLACED IN SERVICE PROCEDURES

All **RSA Applicants** MUST complete this section

To all Registered Service Agents/Agencies (RSA):

Nevada Administrative Code 581 specifically requires that any repair, adjustment or installation of a device must be reported to the Division of Consumer Equitability. This enables us to effectively schedule tests and inspections of new or repaired equipment in a timely and efficient manner.

Please follow these requirements selecting ONE option. Excerpted from NAC 581:

NAC 581.370 Duties of repairman. (NRS 581.050, 581.067) A person who installs or male a repair or adjustment to a weighing or measuring device shall:

1. **Within 24 hours after installing the device or making repair or adjustment to the device, notify the State Sealer of Weights and Measures by oral communication** that the device has been installed or that the repair or adjustment has been made; and
2. **Within 5 days after installing the device or making the repair of adjustment to the device, submit to the State Sealer of Weights and Measures a written notification of the installation, repair or adjustment on a form prescribed by the State Sealer of Weights and Measures.**

Please note: The requirements above may also be met by submitting a photo by mobile device or scan copies of the Placed in Service Report and colored tags to: rsa@agri.nv.gov

Beginning January 1, 2010, failure to inform Consumer Equitability in any of the above circumstances will be issued a fine of $25.00 for EACH device imposed upon the RSA.

A subsequent or second violation will be raised to $50.00 per device, then $100.00 per device. After the third violation, the RSA may face an administrative hearing that could result in removal from the RSA program.

Business Name	Date
Printed Name of RSA Applicant	Signature of RSA Applicant