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| **Date of Application** | |  | | |
| **CUSTOMER INFORMATION** | | | | | | | | | | | | | |
| **Institution Name** | |  | | | | | | | | | | | |
| **Contact Person Name** | |  | | | | | | | **Title** | |  | | |
| **Phone** | |  | | | | | | | **E-mail Address** | |  | | |
| **Street Address** | |  | | | | | | | | | | | |
| **Postal Code** | |  | | | **City** | |  | | **Country** | |  | | |
| **Invoice Address[[1]](#footnote-1)** | |  | | | | | | | | | | | |
| **DELIVERY INFORMATION** | | | | | | | | | | | | | |
| **Delivery Method** | | | **By Cargo  In Person** | | | | | | **Return**  **Delivery Method** | | **By Cargo  In Person** | | |
| **Preferred**  **Cargo Company** | | |  | | | | | | **Account Number** | |  | | |
| **Return**  **Delivery Address[[2]](#footnote-2)** | | |  | | | | | | | | | | |
| **CERTIFICATE INFORMATION** | | | | | | | | | | | | | |
| **Will the calibration certificate be issued in another in another institutions’ name?**  **No  Yes** (If YES, please fill out information below) | | | | | | | | | | | | | |
| **Name of Institution** | | |  | | | | | | | | | | |
| **EQUIPMENT/DEVICE INFORMATION[[3]](#footnote-3)** | | | | | | | | | | | | | |
| **No.** | **Equipment Name** | | | **Manufacturer** | | **Model** | | **Serial No** | | **Measurement Range** | | **Previous Calibration Certificate No.[[4]](#footnote-4)** | **Further Technical Information & Requests[[5]](#footnote-5)** |
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| **NOTES and INSTRUCTIONS** |
| This form is to be used to request a quotation for calibration / test services from TÜBİTAK Ulusal Metroloji Enstitüsü.  Please fill out the requested information in full and send by e-mail to [ume@tubitak.gov.tr](mailto:ume@tubitak.gov.tr) or fax to +90 262 679 50 01 to the attention of the International Relations Department.  A form containing our quotation for calibration / test services will be sent to the e-mail address provided on the form.  The Terms and Conditions of Services for International Customers of TÜBİTAK UME may be accessed online at: <http://www.ume.tubitak.gov.tr/sites/images/ume/conditions.pdf> |

1. If different than street address [↑](#footnote-ref-1)
2. If different than street address [↑](#footnote-ref-2)
3. Additional pages may be added if needed [↑](#footnote-ref-3)
4. If equipment previously calibrated by TÜBİTAK UME. [↑](#footnote-ref-4)
5. Please note any special conditions or additional parameters to be considered. [↑](#footnote-ref-5)