

Once they are filled out and notarized. Send all copies to:

Indiana State Department of Health
Division of Weights, Measures, and Metrology
Mike Miller, Director
2525 North Shadeland Ave., D3
Indianapolis, IN 46219-1770



Eric J. Holcomb
Governor

Kristina Box, MD, FACOG
State Health Commissioner

Only the Complex Manager (not employees)

May 11, 2018

To Whom It May Concern:

Any business operating in the State of Indiana that owns, leases, rents or operates a large capacity scale (vehicle scale, rail scale etc.) must have a designated Weighmaster responsible for the operation of that scale(s).

The **general manager** of the business at that specific site will be the official Weighmaster for that location. This person will be responsible for the proper training and appointment of employees that operate said scale.

The application for Weighmaster certificate is on the Weights & Measures web page. <http://www.in.gov/isdh/23288.htm> each location will require one Weighmaster.

You only need to send a list of employee(s) names that are operating the scale. Indiana code: 24-6-3-13

Sincerely,
Michael Miller, Director
Indiana State Weights & Measures
(317) 356-7078





APPLICATION FOR APPOINTMENT AS CERTIFIED WEIGHMASTER

State Form 54770 (8-11)
INDIANA STATE DEPARTMENT OF HEALTH
DIVISION OF WEIGHTS AND MEASURES

Date (month, day, year): _____

I hereby make application for appointment as Weighmaster.

PLEASE PRINT.

1. Full Name _____ Address _____

City _____ State _____ ZIP _____ - ____

County _____ Telephone Number AC ____ / ____ - ____

2. Occupation _____ Age next birthday _____

3. Name, Address and Telephone Number of firm by who employed:

Name Ports Petroleum Co., Inc. Address P.O. Box 1046

City Wooster State OH ZIP 44691 - ____

County Wayne Telephone Number AC 336 / 264 - 1885

4. Name, Address and Telephone Number of Scale Facility:

Name Fuel Mart # 783 Address 140 N. Dowling St.

City Austin State IN ZIP 47102 - ____

County Scott Telephone Number AC 812 / 194 - 2615

5. What type and capacity of scale is used?

Type Fair Banks Capacity 200,000

6. Length of time in the business of weighing? Years 2010 Months November

Facts stated herein are regarded as if made under oath and a false statement will be cause for revocation of certified.

(Signature) _____

OATH OF WEIGHMASTER

STATE OF INDIANA

)

County of Scott

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ss.

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I, _____ do solemnly promise and swear that I will faithfully and impartially execute and perform, according to law, the duties of the office of WEIGHMASTER, to the best of my ability and understanding.

Signature _____

Sworn and subscribed before in the County of _____ and State of Indiana this

_____ day of _____ Two thousand and _____.

(Notary Public) _____

My commission expires (month, day, year): _____

410 IAC 12-1-6 WEIGHMASTERS APPOINTMENT
CERTIFICATES OF WEIGHT
AUTHORITY: IC 24-6-3-16

Affected: IC 16-44-2; IC 16-44-3; IC 24-6

Sec. 6. The following provisions govern the appointment and prescribe the duties of Weighmasters:

(a) Any county, city, town, corporation, individual, firm, association or institution in the State of Indiana, wishing to have designated as State weighmasters one or more of its employees or other suitable person or persons, shall forward written application therefore to the Director of the State Division of Weights and Measures, Indiana State Board of Health, 2525 N. Shadeland Avenue, Indianapolis, Indiana 46219, upon such form as may be prescribed by the said Division of Weights and Measures. Such form will be furnished upon request.

(b) A certificate of appointment as a weighmaster under the law of Indiana will be issued only to an individual, natural person, and each such certificate of appointment shall be posted at the location of the scale or scales in the application for its issuance. Each certificate shall be open to inspection and may be revoked and canceled by the Director of the said Division of Weights and Measures after hearing, upon due notice to the appointee, for incompetency, inaccuracy or failure to perform his duties in accordance with the law. Each certificate of appointment must be returned to the Director of the State Division of Weights and Measures for cancellation when the weighmaster has lost his employment at the location for which the certificate of appointment was issued. Unless sooner revoked or canceled, each certificate of appointment as State weighmaster shall automatically expire four (4) years after the date of its issuance.

(c) Each certificate of weight or measure, issued by a State weighmaster, shall include all of the following information too be clearly shown on each such certificate issued:

(I) The date of weighing or measuring.

(II) The nature of the commodity weighed or measured.

(III) The actual weight or measurement of the consignment; in the case of a certificate of weight of a commodity transported in a vehicle and not susceptible of being readily weighed by itself, both the actual gross weight and the actual tare weight must be shown, together with the net weight computed therefrom.

(IV) In any case where the Weighmaster does not ascertain both gross and tare weights, the unused space therefore shall be out before certification.

(V) The name of the declared owner of the commodity.

(VI) The name of the purchaser of the commodity, if known.

(VII) The personal signature of the weighmaster.

(d) A copy of each certificate of weight or measures shall be retained and open for inspection at the location designated in the application for certificate of appointment as State weighmaster, for a period of not less than 12 months from the date of the weighing or measuring to which that certificate applies.

(e) No certificate of weight or measure shall be issued by a State weighmaster under any one or more of the following conditions:

(I) When the scale or measuring device at his disposal has not been officially approved by the Director of the State Division of Weights and Measures or one of his assistants, deputies or inspectors, at the last previous official examination within a period of 12 months preceding the date of weighing or measuring.

(II) When the total length of wheelbase of the vehicle to be weighed exceeds the length of the scale at the weighmaster's disposal.

(III) When the weight of the gross load exceeds the nominal or rated capacity of the scale at the weighmaster's disposal.

(IV) When a vehicle is to be weighed, either empty or loaded, and any person is in or on the vehicle or on the scale platform at the time of weighing.

(V) When the loaded or unloaded vehicle weighs less than 1,000 pounds and the scale at the weighmaster's disposal is a vehicle scale.