



Fee Calculation Worksheet for New Laboratories

Lab Name _____ NVLAP Lab Code _____
(to be assigned by NVLAP)

Address _____

City _____ State _____ Zip _____

Foreign City _____ Foreign Postal Code _____

Country _____

A separate Fee Calculation Worksheet must be completed for each accreditation program.

For the full listing of accreditation programs, go to <http://www.nist.gov/nvlap/nvlap-fields.cfm>.

For the Calibration Laboratories program, enter only Calibration. A separate worksheet is not required for each field of calibration; i.e., Dimensional, Mechanical, Thermodynamics, etc.

Name of Accreditation Program _____

Enter fee amounts from the NVLAP Fee Schedule for the accreditation program selected.

1. Administrative/Technical Support Fee Line 1 _____

2. Initial Application Fee Line 2 _____

3. On-Site Assessment Fee Line 3 _____

Note: Contact NVLAP for determination of the On-Site Assessment Fee, if the fee is shown as "Variable" on the NVLAP Fee Schedule.

4. **TOTAL FEE FOR THIS ACCREDITATION PROGRAM**
(Add Lines 1 through 3) Line 4 _____

Go to Page 2 for payment instructions.

DATE:

NVLAP LAB CODE:

Please select the payment method and remit the TOTAL FEE shown on Line 4:

- Check. Make check payable to: National Institute of Standards and Technology. Write "NVLAP" and your Lab Code (if assigned) on the check to ensure proper credit.
- Purchase order. Attach a copy of purchase order to Fee Calculation Worksheet. The NIST Billing and Collections Department will invoice your laboratory for the total fee amount.
- Credit card or ACH. Go to: <http://nist.gov/nvlap>.
- Wire payment. Send wire payment using the U.S. Department of Treasury FEDWIRE system. Contact NVLAP for details at NVLAP@nist.gov.

Send application and payment information to: NVLAP/Accounts
National Institute of Standards and Technology
Building 101, Room A800
100 Bureau Drive, Stop 1624
Gaithersburg, MD 20899-1624