

# Request for PEM® Calibration

Date: \_\_\_\_\_

Institution: \_\_\_\_\_ Contact name: \_\_\_\_\_

Phone: \_\_\_\_\_ E-mail address: \_\_\_\_\_

Please list below the serial number(s) of all PEMs being returned for calibration:

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Cost: \$125.00 per monitor plus shipping

Includes five-point NIST-traceable calibration, clock reset, and five new batteries.

*If a humidity sensor cannot be recalibrated, it will be replaced for an additional charge of \$25.00 per sensor.*

### Ship to:

Name	
Org.	
Address 1	
City	
State	Zip/Postal Code

### Bill to (if different from Ship to):

Name	
Org.	
Address 1	
City	
State	Zip/Postal Code

Please select ONE payment method:

CREDIT CARD    \_\_\_ Visa    \_\_\_ MasterCard

Card # \_\_\_\_\_

Exp. date: \_\_\_\_\_

PURCHASE ORDER # \_\_\_\_\_

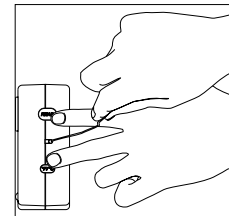
INVOICE

(Send invoice to billing address.)

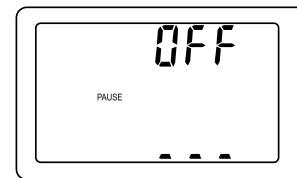
### Packing and Shipping Instructions

**Important note:** Upload and copy the data from the PEM to your hard disk before preparing it for shipment. Putting the PEM into Ship mode will remove all stored data from the PEM.

**To ship:** Place the PEM in Ship mode by pressing and holding the recessed Pause button, the Read button, and the °F/°C button simultaneously for several seconds. The display will flash 1-2-3. Release the buttons on 3. The display will read OFF and PAUSE and will show three dashes ( \_ \_ \_ ) at the bottom of the screen. The PEM is now in Ship mode.



Pack the PEM in a sturdy container. Place padding around it to protect it during shipment. Ship to the address below.



**IPI/RIT**  
**Ed Zinn**  
**Gannett, Bldg. 7B, Room 2000**  
**70 Lomb Memorial Drive**  
**Rochester, NY 14623**



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