

Alignment Device Calibration Worksheet

Equipment ID: _____	Date: _____
Manufacturer: _____	Performed By: _____
Model #: _____	Last Calibration: _____
Serial #: _____	Next Calibration Due: _____
Storage Location: _____	

Calibration Item: Verify perpendicularity and placement of guide bars
 Calibration Procedure: In-House Procedure for Verifying Alignment Device
 Calibration Equipment: Ruler or caliper readable to 0.05 in. (1 mm) or better

Device ID: _____
 Square 8 in. (200 mm) or 12 in. (300 mm)
Square ID: _____
 Hex key 1/32 in. (1 mm) or 3/64 in. (1.5 mm)

Capping Plate Size 4 in. 6 in.

		Tolerance	Pass / Fail	
Is guide bar 1 perpendicular to within 0.5° ?	<input type="checkbox"/> Yes <input type="checkbox"/> No	4 in. - 1/32 in. (1 mm) 6 in. - 3/64 in. (1.5 mm)	<input type="checkbox"/> Pass	<input type="checkbox"/> Fail
Is guide bar 2 perpendicular to within 0.5° ?	<input type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Pass	<input type="checkbox"/> Fail

Distance	Measurement	Tolerance	Pass / Fail	
1		Maximum deviation between any two measurements is 0.06 inches (1.6 mm)	<input type="checkbox"/> Pass	<input type="checkbox"/> Fail
2				
3				
4				

Pass / Fail _____
 Initial By _____