

Scale Calibration Worksheet

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

Calibration Item: Verify mass readings
 Calibration Procedure: In-House Procedure for Calibrating Scales and Balances
 Calibration Equipment: General purpose weight set reaching at least 90% of the scale's capacity
 Level (if the scale is not equipped with a built in level)

Scale: Class _____ Readability _____
 Capacity _____ Accuracy _____
(see table in scale description)

Load Applied	Scale Reading	Tolerance	Pass / Fail
			<input type="checkbox"/> Pass <input type="checkbox"/> Fail
			<input type="checkbox"/> Pass <input type="checkbox"/> Fail
			<input type="checkbox"/> Pass <input type="checkbox"/> Fail
			<input type="checkbox"/> Pass <input type="checkbox"/> Fail
			<input type="checkbox"/> Pass <input type="checkbox"/> Fail
			<input type="checkbox"/> Pass <input type="checkbox"/> Fail
			<input type="checkbox"/> Pass <input type="checkbox"/> Fail
			<input type="checkbox"/> Pass <input type="checkbox"/> Fail
			<input type="checkbox"/> Pass <input type="checkbox"/> Fail
			<input type="checkbox"/> Pass <input type="checkbox"/> Fail

Maximum Off Center Error

Load Applied	Max. Error	Tolerance	Pass / Fail
			<input type="checkbox"/> Pass <input type="checkbox"/> Fail

Pass / Fail _____
 Initial By _____