

HOW TO PACK YOUR WEIGHTS

Virtually all Rice Lake calibration weight services in our Concord, California and Rice Lake, Wisconsin metrology labs offer an industry-leading, four-day turnaround. It is important that your calibration weights arrive at our labs undamaged. To pack your weights safely, please follow the steps below:



step 1

Secure Your Weights

Single weights should be individually wrapped. Weight sets need to be secure within their case. Even accessories such as milligram covers need to be protected so they cannot move. All weights need to be secure in a container designed to withstand the shipping process. Please remember, clean room cases do not provide suitable protection for shipping and should not be used.

step 2

Use Proper Packing Material

Single weights should be packaged individually in a vial or pouch, or wrapped in acid-free, no-lint paper, then bubble wrap or foam. Weight set cases should also be wrapped in bubble wrap or foam. Do not use packing peanuts—they create static electricity.



step 3

Include Paperwork

Don't forget to pack a hard copy of your purchase order or quote. Alternatively, you can include a completed copy of the recalibration form (available at ricelake.com/calibration) with preferred metrology lab, either California or Wisconsin, clearly indicated. This information will help us service your weights with the quickest turnaround time.

step 4

Separate Heavy Weights

Large weights, 20 pounds or 10 kilograms and heavier, should be packaged in individual boxes.

step 5

Don't Mix Your Weights

Please do not package stainless steel weights with cast iron weights.



If you have questions or are unsure of how to pack your weights, please contact one of our product experts at 800-472-6703 or email prodinfo@ricelake.com

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www.ricelake.com/calibration

