



ARIZONA DEPARTMENT OF WEIGHTS AND MEASURES

4425 West Olive Avenue, Suite # 134 Glendale AZ. 85302 www.azdwm.gov
Phone: 602-771-4920 or 1-800-277-6675 (Outside of Phoenix Metro)
Agency contact: Damien DeSantiago (602) 771-4948
State Ombudsman 602-277-7292

BMF #

INSPECTION #

Pursuant to ARS §41-1009, Regulatory Bill of Rights, our Department representative must provide the following information when initiating an inspection:

- Upon entry of the premises, photo identification must be immediately presented.
- You must be informed of the purpose of the inspection. The legal authority for conducting the inspection is:

<input type="checkbox"/> Complaints, ARS §41-2065(A)(6)	<input type="checkbox"/> Vapor Recovery, ARS §41-2065 (A)(15) and ARS §41-2134	<input type="checkbox"/> Fuel Quality, ARS §41-2065 (A)(14)
<input type="checkbox"/> RSA/RSR, ARS §41-2065(A)(6) and ARS §41-2094(D)(H)	<input type="checkbox"/> Vapor Recovery Compliance, ARS §41-2134	<input type="checkbox"/> CBG Audit, ARS §41-2065(D)
<input type="checkbox"/> Taxi/ Livery/ Limo, ARS §41-2091,(C), (K), (L),(M)	<input type="checkbox"/> Public/Deputy Weighmaster, ARS §41-2065(A)(6) and ARS §41-2093(B)(G)	
<input type="checkbox"/> Net contents of packaged goods, ARS §41-2065(A)(7)(18)	<input type="checkbox"/> Price Verification/Posting, ARS §41-2065(A)(6) and ARS §41-2081(C)(F)(H)(K)(L)(M)	
<input type="checkbox"/> Commodities in Public Institutions, ARS §41-2065 (A)(12)	<input type="checkbox"/> Commercial Device, ARS§41-2065 (A)(6)(13) (16) and ARS §41-2091(B)	
- Inspection fees must be disclosed. Certification Fees: The certification fee shall be comparable to the license fee prescribed in ARS §41-2092.
- Allow you an opportunity to have an authorized on-site representative accompany our representative, except during confidential interviews.
- Provide notice of the right to have: **a.**Copies of any original documents taken from your site or any analysis or samples taken **b.** A split sample of any sample taken.
- Inform you when a conversation is tape-recorded.
- Inform you when pictures are being taken.
- Inform you that any statement made by you or your representative may be included in the inspection report.
- Prior to initiation of an inspection, provide you with a copy of this form.
- Inform you that a copy of the inspection report and related deficiency documents, will be provided at the time of inspection or will be available within 30 days of the inspection date on the web, at <http://www.azdwm.gov> home page, under **Online Inspection Search** link (your BMF# is required). The inspection report or related documents shall contain all deficiencies identified during the inspection including statutory, administrative rule or NIST handbook cites.
- Inform you that an e-mail notification of this inspection will be submitted to e-mail address accounts registered in our database under the Business contact information.
- Inform you that a copy of this form will be retained with the associated inspection report per state requirements.
- Inform you that at least once a month following an inspection, which reveals deficiencies and until the department “closes” all related actions, the agency shall update you as to the status of any pending agency actions.
- Inform you that you have the right to appeal an Administrative Order pursuant to A.A.C. R20-2-109. The appeal also provides an informal settlement conference prior to the formal Administrative Hearing.

SMALL BUSINESS BILL OF RIGHTS

In addition to the above listed rights, a Small Business is entitled to all of the rights established in A.R.S. §41-1001.01 and A.R.S. §41-1009 (A)(1)-(7), as well as A.R.S. Title 41, Chapter 15, and A.A.C. Title 20, Chapter 2. Copies of these statutes and rules are available at the Department website at www.azdwm.gov.

If you have any questions or concerns regarding this inspection, please contact the Department in writing at the following address:

Arizona Department of Weights and Measures.
Attn: Damien DeSantiago
4425 W. Olive Avenue, Suite 134 Glendale, AZ 85302

In the event that you have made a reasonable effort to resolve any problems with the agency and have not been successful, you may contact the Office of Ombudsman-Citizens Aide:

Arizona Ombudsman-Citizens' Aide
3737 N. 7th Street, Suite 209. Phoenix, AZ 85014 (602)277-7292
1-800-872-2879 (AZ outside Phoenix metro area) Fax: (602)277-7312 Email at: ombuds@azoca.gov

I acknowledge that I have been informed of my rights pursuant to ARS §41-1001.01 and §41-1009 as disclosed above.

AUTHORIZED SIGNATURE

PRINT NAME

TITLE

DATE