



Public Service Commission

State of North Dakota

COMMISSIONERS

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November 7, 2013

Operator No. 7697
Willis, Inc. dba Scale Center
2900 W Russell St
Sioux Falls SD 57107

Your Registered Service Company Annual Permit expires on 3/27/2014. The annual application must be filed with the Commission by 3/27/2014 and must include:

- A completed Application for Registration as a Registered Service Company;
- A copy of the current calibration reports for your service standards, **issued by a NIST-recognized metrology laboratory**;
- A sample of your standardized test report as required by North Dakota Administrative Code Section 69-10-04-05;
- A hard copy sample of your "tested and approved" sticker as required by North Dakota Administrative Code Section 69-10-01-03;
- A photocopy of each side of your crimped lead wire seal.

Please contact me at sbauske@nd.gov or 701-328-4070 if you have any questions. Thank you.

Sincerely,

Shelly Bauske
Compliance and Competitive Markets

Enclosure