

**RULES
OF THE
TENNESSEE DEPARTMENT OF AGRICULTURE
WEIGHTS AND MEASURES**

**CHAPTER 0080-08-04
SERVICEPERSONS AND SERVICEPERSON AGENCIES**

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0080-08-04-.01 REGISTRATION APPLICATION AND FEES.

- (1) Application for registration as a serviceperson under this chapter shall be made on forms provided by the department, which shall be completed in full and shall include:
 - (a) Name of the applicant;
 - (b) Contact information for applicant, to include telephone number, email address, employer, if any, and employer's telephone number and address;
 - (c) Proof of the applicant's registration in its state of incorporation, registration with the Tennessee Department of Revenue, or business license issued by a local governmental authority, if applicable;
 - (d) Name and address of applicant's registered agent for service of process, if any.
 - (e) Certification by the applicant that the individual or agency is fully qualified to install, service, repair, or recondition whatever devices for the service of which applicant's competence is being registered;
 - (f) Certification by the applicant that the individual or agency has in possession or available for use, and shall use, all necessary testing equipment and standards, and proof that such testing equipment and standards have been certified by the department or by another state weights and measures laboratory that can show current traceability to the National Institute of Standards and Technology;
 - (g) Certification by the applicant that the individual or agency has full knowledge of all appropriate weights and measures laws, orders, rules, and regulations, and has a copy of the most recent edition of the National Institute of Standards and Technology (NIST) Handbook 44, or any subsequent document that replaces it; and
 - (h) Proof of qualifications for a serviceperson registration.
- (2) Registrants shall notify the department in writing of any changes to the information or contents of an application within 30 days after the change takes place.
- (3) The fee for a serviceperson registration is a Tier 1 annual fee under T.C.A. § 43-1-703(f).
- (4) The fee for a service agency registration is a Tier 2 annual fee under T.C.A. § 43-1-703(f).
- (5) Certificates of registration issued under this chapter shall expire on June 30, 24 months following their issuance. Annual fees for serviceperson or service agency registrations shall be paid to the department on or before July 1 of each year. Failure to pay annual fees for a

(Rule 0080-08-04-.03, continued)

registration by the following July 16 shall result in assessment of a late charge under T.C.A. § 43-1-703. If an applicant for renewal incurs a late charge following expiration of his registration, the applicant shall not be eligible for renewal of his registration until all annual fees and late charges are satisfied to the department. If a current certificate holder incurs a late charge during his current registration period, the holder shall remit payment of all annual fees and late charges to the department on or before the following August 30 or be subject to revocation of his registration for good cause under T.C.A. § 47-26-1112.

- (6) The department may deny any application for registration that is not completed in accordance with this rule.

Authority: T.C.A. §§ 4-3-203, 43-1-703, 47-26-1104, 47-26-1105, 47-26-1110, and 47-26-1117.

Administrative History: Original rule filed March 23, 2016; effective June 21, 2016. Amendments filed March 30, 2017; effective June 28, 2017.

0080-08-04-.02 REPEALED.

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