County of San Diego

HA DANG
AGRICULTURAL COMMISSIONER/
SEALER OF WEIGHTS & MEASURES

DEPARTMENT OF AGRICULTURE WEIGHTS AND MEASURES
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http://www.sdcawm.org

MĒGAN MOORE
ASSISTANT DIRECTOR

Dear Valued Customer:

Annual registration and inspection of Point-of-Sale (P.O.S.) systems is required by law before being used or placed into service, to ensure a fair and equitable marketplace. Registration fees offset the cost of inspection and testing to ensure compliance.

REGISTRATION REQUIRED:

- ❑ Make any necessary changes on the enclosed Annual Registration Application.
- ❑ Return the bottom portion of the application with the required fees due.
- ❑ Send all applicable fees – and any delinquent fees accrued:
  - By check or money order payable to: *County of San Diego*.
  - By Visa, MasterCard, or bank account, please go to: https://publicservices.sdcounty.ca.gov/citizenaccess
  - Click on the AWM tab to find our online payment instructions.
  - In person at our office, Monday-Friday, 8:00 a.m. to 5:00 p.m., excluding holidays.
- ❑ Keep a copy for your records; expiration date is on the top of the application. Your registration is valid once your application and fees are received; permits or certificates will no longer be mailed.

FEE: 1-3 POS Stations = $145 4 or more POS Stations = $170

For Applications Issued:	Registration Period Expires On:
January 1 through March 31……	December 31
April 1 through June 30……..	March 31
July 1 through September 30……...	June 30
October 1 through December 31…….	September 30

DUE DATE AND DELINQUENT FEES:

- Registrations not received or postmarked within 30 days of the due date are considered delinquent and will accrue delinquent fees. (Your due date is on the enclosed application form.)
- 50% delinquent fee is levied every 30 days past the due date, up to 200%.

ADDITIONAL INFORMATION:

- A separate registration application (with applicable fees) is required for each business location with a POS system.
- Registrations are not transferable from one person to another or from one location to another. If your business moves or is sold to new owner, a new registration is required.
- Annual registration is the responsibility of the person who owns or operates a P.O.S. system.

RESOURCES:

- Information online: http://www.sandiegocounty.gov/content/sdc/awm.html
- Please call: (858) 694-2778, Monday – Friday, 8:00 a.m. to 5:00 p.m.