



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
ASST. AGRICULTURAL COMMISSIONER/
SEALER OF WEIGHTS & MEASURES

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:
 - o By check or money order payable to: *County of San Diego*.
 - o By Visa, MasterCard, or bank account, please go to:
<https://publicservices.sdcounty.ca.gov/citizenaccess/>
 - o Click on the AWM tab to find our online payment instructions.
 - o 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.

Annual Point-Of-Sale (P.O.S.) Registration Fee Schedule		
1 to 3 P.O.S. Stations	4 to 9 P.O.S. Stations	10 or more P.O.S. Stations
\$135.00/Year	\$184.00/Year	\$230.00/Year

For Applications Issued:

January 1 through March 31.....
 April 1 through June 30.....
 July 1 through September 30.....
 October 1 through December 31.....

Registration Period Expires On:

December 31
 March 31
 June 30
 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.)
- A delinquent fee of 50% of the original fee is added 30 days after the due date.

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.