



CALIFORNIA DEPARTMENT OF  
FOOD & AGRICULTURE  
Karen Ross, Secretary

April 4, 2012

DMS NOTICE  
G - 12 - 4  
DISCARD: RETAIN

TO: WEIGHTS AND MEASURES OFFICIALS

SUBJECT: Annual Device Administrative Fee Remittance

As you are aware, the Division of Measurement Standards' Annual Device Administrative Fee regulation found in Title 4, Section 4075, California Code of Regulations, became effective March 6, 2012.

The new regulation requires the administrative fee to be accompanied by a quarterly letter of remittance, on official county letterhead, that indicate the number of commercial devices in the each device fee registration category, the total administrative fee paid for each category, the registration period, and the grand total administrative fee paid to the Department.

For the first quarter, please send your letter of remittance by April 30, with your administrative fee remittance made payable to:

California Department of Food and Agriculture  
Division of Measurement Standards – Reimb 050  
P.O. Box 942875  
Sacramento, CA 94271-2872

Enclosed is a sample letter for your convenience and a copy of the regulation. If you have any questions or comments regarding this notice, please contact Karen Green, Staff Services Manager, Administrative Services Unit, at (916) 229-3000, or via email at [Kgreen@cdfa.ca.gov](mailto:Kgreen@cdfa.ca.gov).

Sincerely,

Kristin J. Macey  
Director

Enclosures

cc: Edmund Williams, Director, CDFA County/State Liaison



# Your County Letterhead Here

For Fiscal Year \_\_\_\_\_ Quarter \_\_\_\_\_

Device Category	Number of Devices	Admin Fee	Admin Fee Total (Less 15%)
Electric Sub-meter		\$0.10	
Vapor Sub-meter		\$0.10	
Water Sub-meter		\$0.10	
CNG Meter		\$1.10	
Fabric, Cordage, Wire Meter		\$1.10	
Grease and Lube Meter		\$1.10	
Odometer		\$1.10	
Retail Motor Fuel Dispenser		\$1.10	
Retail Meter		\$1.10	
Retail Water Meter		\$1.10	
Tank (Liquid Test)		\$1.10	
Taximeter		\$1.10	
Vehicle Meter		\$1.10	
Wholesale Meter		\$1.10	
Miscellaneous Measuring Device		\$1.10	
Scales less than 2,000 pounds capacity		\$1.10	
Liquefied Gas Meter		\$8.00	
Scales 2,000 pounds to 10,000 pounds capacity		\$8.00	
Scales greater than 10,000 pounds capacity		\$12.00	
<b>TOTALS</b>			

**Approved:** \_\_\_\_\_ **Date:** \_\_\_\_\_  
 County Representative

**Please remit to:**  
 Department of Food and Agriculture  
 Division of Measurement Standards- Reimb 050  
 P.O. Box 942875  
 Sacramento, CA 94271-2872

**DEPARTMENT OF FOOD AND AGRICULTURE  
DIVISION OF MEASUREMENT STANDARDS  
California Code of Regulations**

Title 4, Division 9, Chapter 3, Article 3, (Annual Device Administrative Fee)  
Section 4075

4075. The annual administrative fee for every commercial weighing, measuring, and counting device registered in California to be collected by each county office of weights and measures for the recovery of the Department's cost associated with providing supervision and oversight of county sealers performing the duties described in Business and Professions Code Sections 12210 shall be collected as follows:

- (a) Each county office of weights and measures shall collect for the Department an administrative fee as specified in the Table A for every commercial device registered within their county.
- (b) The administrative fee shall be collected by each county at the same time as the location and device registration fee by the county office of weights and measures from those businesses registering commercial devices in that county.
- (c) The administrative fee shall be paid to the Department of Food and Agriculture Fund for every commercial device registered in the county beginning January 1, 2012 and annually thereafter. The administrative fee shall be paid to the Department for device registration fees collected between January 1, 2012 and March 31, 2012, no later than April 30, 2012; fees collected between April 1, 2012 and June 30, 2012, no later than July 31, 2012; fees collected between July 1, 2012 and September 30, 2012, no later than October 31, 2012; fees collected between October 1, 2012 and December 31, 2012, no later than January 31, 2013. Thereafter fees collected between January 1 and June 30 shall be paid to the Department no later than July 31 of the same year and for device registration fees collected between July 1 and December 31 no later than January 31 of the following year.
- (d) The administrative fee shall be accompanied by a letter of remittance, on county letterhead, that indicates the number of commercial devices in each device fee registration category, the total administrative fee paid for each category, the registration period, and the grand total administrative fee paid to the Department.
- (e) County offices of weights and measures may retain the administrative fees collected from those business locations subject to the maximum annual registration fee set forth in Subsection (n) of Section 12240 of the Business and Professions Code and may retain up to 15% of all other administrative fees collected in accordance with this section.

Table A

Commercial Device Type	Fees
Electric Sub-meter Vapor Sub-meter Water Sub-meter	\$0.10
CNG Meter Fabric, Cordage, Wire Meter Grease and Lube Meter Odometer Retail Motor Fuel Dispenser Retail Meter Retail Water Meter Tank (Liquid Test) Taximeter Vehicle Meter Wholesale Meter Miscellaneous Measuring Device Scales less than 2,000 pounds capacity	\$1.10
Liquefied Gas Meter Scales 2,000 pounds to 10,000 pounds capacity	\$8.00
Scales greater than 10,000 pounds capacity	\$12.00

NOTE: Authority cited: Sections 12027 and 12107 and 12241 Business and Professions Code.  
Reference: Section 12107 and 12241 Business and Professions Code.