



Sales, Service, Calibration, and Training

YCG, Inc.

2603 Reach Rd, Rear Bldg, Williamsport, PA 17701

Phone: 570-494-1150 ext 0 | Fax: 570-494-1021

Valued Calibration Customer,

We've simplified our pricing for 2025, offering a **PREPAY** option through the **end of day (E.O.D.) 12/05/2024** as well as a **PAY-PER-CAL** option. After 12/05/2024, the only option available will be **PAY-PER-CAL** which we ask that you submit no later than E.O.D. 12/18/2024. **Submissions received after E.O.D. 12/18/2024 may result in an interruption in your calibration services as we will start adjusting the calibration schedules based on the submissions.**

You can access our 2025 pricing as well as our payment policy on the Calibration Agreement page of our website. Please reference them when you fill out the **2025 Calibration Agreement form** on our webpage, www.the-YCG.com/calibration-agreement. If you have questions/concerns, please do not hesitate to call our office, 570-494-1150, and we will help you out.

Information to help with any questions you may have regarding the calibrations:

ON-SITE CALIBRATIONS

- An On-Site Fee of \$150 will be charged for each stop.
 - The host department will be invoiced in the same manner as their calibrations (Prepay or Pay-Per-Cal) unless otherwise instructed.
- Tentative calibration dates are sent with your certificates, confirmed dates and scheduled times are emailed to you 2 weeks prior to the calibration date via MailChimp. You may sign up as many people as you wish to receive the email. If you have not already, please sign up by clicking the link for [Sign up for Calibration Reminders](#) on our homepage under "Reminders & Announcements".

CALIBRATIONS AT YCG'S FACILITY

- No fee charged; appointments should be scheduled in advance to alleviate your wait time. We may not have a technician working in the shop, so appointments are encouraged.
- We will email the Primary Speed-Timing Contact prior to your certification expiring to let you know an appointment needs to be scheduled.

MAIL IN EQUIPMENT TO YCG

- We will invoice you for the calibration at our Pay-Per-Cal pricing as well as shipping. The shipping fee is \$15 for small packages/thick envelopes and includes tracking. You may send return shipping with your equipment, if desired.
- If your account is not kept in good standing (see our Payment Policy), you will have to pay prior to the services being performed. Equipment left at YCG for more than 30 days without payment will be surrendered.
- We will email the Primary Speed-Timing Contact prior to your certification expiring to let you know an appointment needs to be scheduled.

It's important to submit your calibration agreement; current calibration customers receive discounted pricing, 5% off products (code available for our website) and receive Net-30 terms.

If we don't have a current calibration agreement on file, all products/services will be due upon receipt.

If you have any questions, please don't hesitate to give us a call. From all of us at YCG, thank you and be safe!