

AO 16

**ASSAY OFFICE**

MINISTRY OF INDUSTRY, SME AND COOPERATIVES

Tel: 211 0612/13/14

Fax: 211 0617

Email: assay@govmu.org

**Application Form for Assaying**

Registration Number: .....	Serial Number: .....	Box No.: .....
Name: .....	WORK REQUESTED: Assaying <input type="checkbox"/> Valuation <input type="checkbox"/>	
Address: .....	TEST METHOD CHOSEN (FOR ASSAYING):	
.....	Cupellation <input type="checkbox"/>	Gravimetric <input type="checkbox"/>
.....	Touchstone <input type="checkbox"/>	Volumetric <input type="checkbox"/>
Date: ..... Telephone No.: .....	X-Ray Testing <input type="checkbox"/>	
Applicant's Profile: ..... (Please specify)	TYPE OF TEST REPORT:	WITNESSING OF TEST:
	NO PICTURE <input type="checkbox"/>	MINI <input type="checkbox"/>
		VAL <input type="checkbox"/>
		YES <input type="checkbox"/>
		NO <input type="checkbox"/>

S.N	Designation of Articles	Declared Fineness	Type of Alloy	Number of Articles	Mass (g)	Results	Worksheet Number	Test Report Number
1								
2								
3								
4								
5								
6								
7								
8								
9								
10								
11								
12								
13								
14								
15								
16								
17								
18								
19								
20								
21								

**TOTAL****Fees Charged**

Receiving Officer	Delivery Officer	No. of Articles Assayed/Valued: .....
Date received:	Date delivered:	Total Amount: .....
		Receipt Number: .....

Expected date of Delivery	I acknowledge receipt of the articles returned as described above together with the corresponding Test Report(s).
	Signature: ..... Date: .....

**TERMS AND CONDITIONS FOR ASSAYING SERVICES**

The Terms and Conditions hereunder apply to the Assaying Services offered by the Assay Office, where the term Assaying Services includes assaying and valuation.

**1. Specifications**

- 1.1 The Assay Office reserves the right, at its discretion to decline to accept any sample.
- 1.2 All assaying chosen by the applicant, are performed by the Assay Office only. No test is subcontracted to a third party.

**2. Requirements of the test method**

- 2.1 X-Ray Spectrometry is non-destructive and the test will be carried out on the surface indicated by the marking in your presence and with your agreement. The sample may be laminated if needed.
- 2.2 Touchstone testing is non-destructive and the sample may be scratched if needed.
- 2.3 Cupellation is destructive and at least 600 mg of sample is required for the test.
- 2.4 Volumetric is destructive and at least 1500 mg of sample is required for the test.

**3. Samples**

- 3.1 The Assay Office will take care in proper handling of the sample, but shall in no circumstances be held responsible for any damage caused in the process of testing. Where abnormalities are noted at time of submission of the sample, this will be noted under the Remarks Section.
- 3.2 All samples will be returned to applicant after completion of test against payment of the prescribed fees.
- 3.3 For destructive testing, the unused portions of the sample as well as residue will be returned to applicant.

**4. Delay**

- 4.1 The Assay Office will endeavour to maintain a rapid testing service, but it will not be liable for any delay howsoever caused. Where a test is delayed, the applicant will be informed accordingly.

**5. Payment**

- 5.1 Applicant shall not be given a Test Report or take delivery of sample for assaying/valuation, unless he has paid the prescribed fees specified in the schedules of the Jewellery (Fees and Charges) Regulations and the Jewellery (Dealer's Registration and Transactions) Regulations.
- 5.2 Where applicant fails to pay the prescribed fees on the specified date or within one month after that date, he shall be liable to pay a surcharge of 5% for each extra month or part thereof during which the fees remained unpaid. The specified date shall be the expected date of delivery specified in the Application Form for Assaying.
- 5.3 Payment may be made by Cash, Cheque or Debit/Credit Card. Where payment is made by Cheque, the Cheque shall be crossed and drawn in the name of the Government of Mauritius. If payment is effected by card, a service fee of 1.725% is applicable for payment above Rs 25,000/.

**6. Disclaimer of Warranties**

- 6.1 The Assay Office is accredited with the Mauritius Accreditation Service (MAURITAS) for the testing of gold by the methods of Touchstone, Cupellation and X-Ray Spectrometry and for silver by X-Ray Spectrometry. The accreditation of the Assay Office or Test Report issued to applicant does not, in no way, constitute or imply service approval by MAURITAS.
- 6.2 The Test Report issued to the applicant must not be reproduced in part or in full without written approval of the Assay Office and MAURITAS.
- 6.3 All information obtained and the result(s) issued remain confidential to the Assay Office and are not disclosed to any third party, except if required by a Court of Law.

I confirm that I accept the Terms and Conditions of the Assaying Services.

Applicant's Signature: ..... Date: .....

**FOR OFFICE USE ONLY**

**1. MOVEMENT OF SAMPLES - Jewellery received and taken on charge as indicated**

Officer	Signature	Date

**2. REMARKS SECTION**

**3. ASSAYING SECTION**

Supervising Officer: ..... Date: .....

**4. APPROVAL OF DIRECTOR**

Signature: ..... Date: .....