

AO 63

**ASSAY OFFICE**  
**MINISTRY OF INDUSTRY, SME AND COOPERATIVES**  
**GEMMOLOGY LABORATORY**  
**APPLICATION FORM FOR DIAMOND GRADING**

Registration Number:..... Name:..... Address:..... ..... Telephone No.:.....	Form Number: <input style="width: 100%; height: 30px;" type="text"/>  Box No: <input style="width: 100%; height: 30px;" type="text"/>
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S.N	Designation of Samples	Code/ Worksheet Number	Weight (g)	Test Report Number	Results
1.					
2.					
3.					
4.					
5.					
6.					
7.					
8.					
9.					
10.					

**Total no. of samples submitted:**

Receiving Officer:  Date received:	Delivery Officer:  Date Delivered:	<p style="text-align: center;"><b>FEES CHARGED</b></p> No. of Diamonds Graded/Identified:..... Total Amount:..... Receipt Number:.....
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Expected Date and Time of Delivery:	<p style="text-align: center;"><b>ACKNOWLEDGEMENT OF RECEIPT OF SAMPLES</b></p> I acknowledge receipt of the sample(s) returned as described above together with the corresponding Grading/Test Report(s).  Signature:.....Date:.....
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**TERMS AND CONDITIONS FOR GEMMOLOGY SERVICES**

The Terms and Conditions hereunder apply to the Gemmology Services offered by the Assay Office.

- 1. Specifications**
  - 1.1 The Assay Office reserves the right, at its discretion to decline to accept any gemstone.
  - 1.2 All testing services chosen by the applicant, are performed by the Assay Office only. No test is subcontracted to a third party.
  - 1.3 Customers are requested to submit clean diamonds for grading. Unclean samples submitted may result in inaccurate results.
- 2. Test Report**
  - 2.1 The Assay Office will examine the gemstone carefully with specialised instruments and will prepare a report to the best of its knowledge and professional standards.
  - 2.2 A gemstone can be treated, modified and re-cut, to enhance its colour and clarity at anytime. Therefore, the conclusions of the report reflect the findings at time of examination and the laboratory is not responsible of any replacement of the stone relating to the report, once it is delivered.
  - 2.3 The report does not indicate whether the gemstone has been treated or not to its present colour by any process whatsoever, unless otherwise specified.
  - 2.4 The report is not for valuation; it is only a grading report.
  - 2.5 It may be noted that opinions may reasonably vary as to the characteristics covered in the report and therefore, neither Assay Office nor any other member of its staff shall, at any time, be held responsible for any discrepancy which may result from the application of other testing methods.
  - 2.6 The Assay Office is on no account responsible for possible dissimilarities and/or differences that could appear from repeated examinations or as a result of other methods applied or the possible inaccuracy due to the technical/mechanical defects/errors of the instruments/equipment used.
  - 2.7 The colour of the image may not correspond to the actual colour of the stone.

- 3. Samples**
  - 3.1 The Assay Office will take care in proper handling of the gemstone, 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 gemstone, this will be noted under the Remarks Section.
  - 3.2 All gemstones will be returned to applicant after completion of test against payment of the prescribed fees.
  - 3.3 If gemstone submitted for grading is not a diamond, a Verification Report will be issued instead of a Grading Report and customer will be charged accordingly.
- 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 grading, unless he has paid the prescribed fees specified in the schedules of the Jewellery (Verification and Grading of Precious and Semi-Precious Stones) (Amendment) Regulations 2012).
  - 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 Diamond Grading.
  - 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/.

**I confirm that I accept the Terms and Conditions of the Gemmology Services.**

**Applicant's Signature:** .....

**Date:** .....

**FOR OFFICE USE ONLY**

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

Officer	Signature	Date

**2. REMARKS SECTION**

**3. GEMMOLOGY SECTION**

Supervising Officer: .....

Date: .....

**4. APPROVAL OF DIRECTOR**

Signature:.....

Date: .....