



THE  
NATIONAL  
BOARD  
OF BOILER AND  
PRESSURE VESSEL  
INSPECTORS

## THE NATIONAL BOARD OF BOILER AND PRESSURE VESSEL INSPECTORS PRESSURE RELIEF DEVICE SHOP VISIT - TERMS AND CONDITIONS

### INITIALS:

\_\_\_\_\_ 1) **FEES AND EXPENSES** – Applicant agrees to reimburse the National Board for fees and expenses which result from a visit or review of follow-up corrective action to close open implementation deficiencies. Fees will be assessed at \$165 per hour for reasonable time expended during travel and work by our Representative. Expenses will include cost for travel, food, lodging and incidentals. Fees and expenses should be payable within thirty (30) days of invoicing.

\_\_\_\_\_ 2) **ADVANCE DEPOSIT** – Prior to scheduling a visit for the purpose of conducting a shop review of the quality system, the applicant shall submit an advance deposit:

Continental United States - \$5500	Europe - \$8000
Canada - \$6000	Africa, Asia, Australia, South America - \$9000
Alaska, Caribbean, Hawaii, Mexico - \$7000	

This advance deposit will be applied against the fees and expenses determined after the completion of the visit. Upon completion of the review and actual costs have been determined, you will be mailed an invoice indicating the amount due or a credit balance.

\_\_\_\_\_ 3) **VR CERTIFICATION FEE** – If the purpose of the visit includes a shop review for the “VR” Certificate of Authorization, the applicant shall submit the relevant fee prior to scheduling a visit:

New Issuance - \$705	Renewal - \$630
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The new issuance price includes a one-time \$75 fee for the loan of the “VR” steel symbol stamp. A cancellation charge of \$315 for administrative costs will be deducted from this certification fee if the “VR” application is withdrawn.

\_\_\_\_\_ 4) **CANCELLATIONS AND CHANGES** – If after submission of an advance deposit and agreement to a scheduled visit date, the applicant cancels or changes the visit date, a change fee may be assessed to the applicant. The fee shall be equal to any expenses incurred by the National Board. In the event this visit has been scheduled in conjunction with another company in order to reduce chargeable expenses, the applicant will be assessed a fee at least equal to the appropriate portion of the travel expenses and fees that were expected to be shared among all applicants. For shop reviews, the fee will be drawn from the advanced deposit and the deposit must be restored to the value required in Item 2 prior to confirming a new visit date.

\_\_\_\_\_ 5) **QUALITY SYSTEM** – The applicant agrees to provide a written description (in the English language) of the quality system for National Board acceptance. Supporting procedures and records referenced in this manual shall be adequately described and made available for review.

\_\_\_\_\_ 6) **IMPLEMENTATION DEMONSTRATION** – The applicant understands that the National Board Representative will evaluate an implementation demonstration of the quality system during the visit. This demonstration shall include the selection of random production sample pressure relief devices, which will be tested later at an accepted facility.

A.) For new construction certificates (National Board “NB”, ASME “V”, “UV”, “UV3” “HV”, “NV”, “UD”, “TV” or “TD” stamps) at least one device for each code stamp will be selected with a minimum of two. If you wish to submit additional pressure relief devices for initial capacity certification or recertification, it will be necessary to complete an application (NB-501) for each device type.

B.) For National Board “VR” certificates, the number and type of valves to be selected for verification testing is specified in the National Board document, NB-514.

\_\_\_\_\_ 7) **TESTING** – Applicable testing fees will apply. Applicants should contact their chosen NB/ASME Accepted Laboratory for a current schedule of fees.

**As an applicant requesting a visit by a National Board Representative, we acknowledge, by the initials of our company’s authorized representative next to each of the above items, we understand and agree to the terms and conditions for such visit.**

\_\_\_\_\_  
Signature of Authorized Representative

\_\_\_\_\_  
Date

\_\_\_\_\_  
Company