



License Surcharge Fees: Vehicle Scales, VTM and LPG Meters

Effective Date: January 26, 2012

[Back to Table of Contents](#)

 [Wis. Stats. 98](#)
 [ATCP 92](#)

Question/Issue

What should you do with an unlicensed Vehicle Scale, LPG Meter, or VTM?

Procedure

If you suspect that a device has been operating commercially without a license:

- Determine if the owner/operator used the device commercially within the last year. Factors for determining commercial operation include:
 - ✓ Owner admits their device was operating commercially
 - ✓ Inspector observes operation
 - ✓ Delivery tickets show proof of operation
 - ✓ Device was licensed in the previous year
- Complete the inspection report. Test devices if you find them being used commercially, even if they are not licensed. Record in the notes field your inspection report:

“Make, model and serial number of the unlicensed device: REJECTED- UNLICENSED DEVICE CANNOT BE OPERATED UNTIL LICENSED. Include \$200 license surcharge for operating without a license in the application fee. Contact the department licensing associate on application letter to expedite licensing”

- Give the operator a copy of a LPG Meter, VTM or Vehicle Scale license application, cover letter, Wis. Adm. Code Ch. 92, and your inspection report.
- A current test report (conducted within prior 12 months) from a **Wisconsin licensed service company** must be submitted with a new license application to the department before a license will be issued.
- Tell operator to contact central office at phone number or e-mail on the license application cover letter. We can answer questions about test reports and surcharges, and expedite licensing if they contact us about their application.
- Notify the central office the day you find an unlicensed device, and E-mail PDF's of your inspection reports for unlicensed devices as soon as possible central office:
Phone: 608-224-4942 or email: datcpweightsandmeasures@wi.gov