



LICENSING DIRECTIVE PW12/05 – OCTOBER 2012 (REVISED)

WEIGHBRIDGE MEASUREMENT TICKETS

This directive defines the information that can be included on measurement tickets for public weighings determined using a weighbridge. Please refer to [licensing directive PW12/04](#) for NMI's interpretation of public weighings.

MEASUREMENT TICKETS FOR PUBLIC WEIGHINGS

All types of public weighings require a particular form of measurement ticket to be completed or generated by a weighbridge operator nominated by a public weighbridge licensee. There are three types of public weighings that can be conducted: direct measurement; end-and-end measurement; and axle measurement. The required information for inclusion on such measurement tickets is listed in the examples following this page.

The required information—with the exception of the details of goods—should be confirmed by the public weighbridge operator prior to issuing the measurement ticket.

In addition, it is acceptable to record any of the following details on a measurement ticket: marks and brands on goods; place of dispatch; destination of goods; and name of driver. The use of electronic signatures or user IDs on a printed copy of an electronically produced measurement ticket is an acceptable alternative to the operator's name and signature fields.

Measurement tickets are to be issued from a book of measurement tickets, a pad of measurement tickets or electronically generated. The format of the measurement ticket (or printed copy, if electronic) is not prescribed and does not require approval from NMI. Completed tickets must be legible. Further details on how measurement tickets for public weighings should be completed can be found in the [Weighbridge Operators Manual](#).

Trade measurement inspectors may audit public weighbridge licensees, without prior warning. The audit includes determining whether the measurement tickets are in the correct format and are being completed accurately.

OTHER MEASUREMENT TICKETS

All other measurement tickets used do not require approval from NMI. i.e. for weighings other than public weighings

Other weighings can be recorded on measurement tickets formatted for public weighings as long as those weighings are conducted under a public weighbridge licence.

FOR MORE INFORMATION

Contact tmlicensees@measurement.gov.au or 1300 686 664 (option 2).

DISCLAIMER

Nothing in this document is intended to constitute legal advice and readers should obtain their own advice from a legal practitioner on any information, which they seek to rely on for any legal purpose.

DIRECT MEASUREMENT TICKET EXAMPLE

DIRECT MEASUREMENT TICKET

ORIGINAL

Ticket number

Company logo and
details

National Measurement Act 1960

National Trade Measurement Regulations 2009 (Division 3.2)

Public Weighbridge Licence Number: PW-XXXX

Licensee's name:

Weighbridge location

Registration number(s) of the vehicle(s)

Details of goods weighed

.....

.....

Tonnes (including decimals)

Gross mass Date and time

Tare mass Date and time

Net mass

Operator's name

Operator's signature

Date ticket issued

Cash Credit Card Amount charged \$.....

TICKET NOTES

Identify tickets as an original or a copy. Original tickets shall be kept for 3 years. Issue copy of ticket to customer.

Tickets shall be numbered and issued in sequence.

OPTIONAL: Company logo and trading details. This can include information required for a tax invoice, like an ABN.

The licence number and name shall match that displayed on the public weighbridge licence.

Use the unit of measurement on the indicator, either kilograms or tonnes.

The operator's name shall be registered against the public weighbridge licence. The use of operator's ID on printed copies of electronic ticket is acceptable.

OPTIONAL: Payment details (example).

Other Notes

- This ticket shall **not** be used for end-and-end measurements (split weighings) or axle measurements.
- Electronically generated tickets are to be identified as a copy.
- For more information phone **1300 686 664** and press option 2 or email tmlicensees@measurement.gov.au.

END-AND-END MEASUREMENT TICKET EXAMPLE

END-AND-END MEASUREMENT TICKET

ORIGINAL

Ticket number

Company logo
and details

National Measurement Act 1960
National Trade Measurement Regulations 2009 (Division 3.2)

Public Weighbridge Licence Number: PW-XXXX

Licensee's name

Weighbridge location

Registration number(s) of the vehicle(s)

Details of goods weighed

.....

.....

Tonnes (including decimals)

	Front	Rear	Total mass	Date and time
Gross mass				
Tare mass				
		Net mass		

THE ACCURACY OF THE WEIGHING IS NOT GUARANTEED

Operator's name

Operator's signature

Date ticket issued

Cash Credit Card Amount charged \$.....

TICKET NOTES

Identify tickets as an original or a copy. Original tickets shall be kept for 3 years. Issue copy of ticket to customer.

Tickets shall be numbered and issued in sequence.

OPTIONAL: Company logo and trading details. This can include information required for a tax invoice, like an ABN.

The licence number and name shall match that displayed on the public weighbridge licence.

Use the unit of measurement on the indicator, either kilograms or tonnes.

Text must be at least 4 mm high.

The operator's name shall be registered against the public weighbridge licence. The use of operator's ID on printed copies of electronic tickets is acceptable.

OPTIONAL: Payment details (example)

Other Notes

- This ticket shall **only** be used for end-and-end measurements (split weighings) determined on a weighbridge that holds a public weighbridge licence. The approach to such a weighbridge shall be level to within ± 0.25 degrees of horizontal.
- The wheels of the vehicle not being measured must remain within the painted perimeter to the weighbridge.
- Electronically generated tickets are to be identified as a copy.
- For more information phone **1300 686 664** and press option 2 or email tmlicensees@measurement.gov.au

AXLE MEASUREMENT TICKET EXAMPLE

AXLE MEASUREMENT TICKET

ORIGINAL

Ticket number

Company logo
and details

National Measurement Act 1960
National Trade Measurement Regulations 2009 (Division 3.2)

Public Weighbridge Licence Number: PW-XXXX

Licensee's name

Weighbridge location

Registration number(s) of the vehicle(s)

	Axle number (front to rear)	Tonnes (including decimals)
You must bracket axles which are weighed together.	1	
	2	
	3	
	4	
	5	
	6	
	7	
	8	

MASSES SHOWN ON THIS TICKET MAY NOT BE USED FOR TRADE.

Operator's name

Operator's signature

Date ticket issued

Cash Credit Card Amount charged \$.....

TICKET NOTES

Identify tickets as an original or a copy. Original tickets must be kept for 3 years. Issue copy of ticket to customer.

Tickets shall be numbered and issued in sequence.

OPTIONAL: Company logo and trading details. This can include information required for a tax invoice, like an ABN.

The licence number and name shall match that displayed on the public weighbridge licence.

Use the unit of measurement on the indicator, either kilograms or tonnes.

Use enough rows to accommodate the expected number of axles to be weighed.

Text must be at least 4 mm high.

The operator's name shall be registered against the public weighbridge licence. The use of operator's ID on printed copies of electronic tickets is acceptable.

OPTIONAL: Payment details (example)

Other Notes

- This ticket shall be used for axle masses that are determined on a weighbridge that holds a public weighbridge licence.
- Electronically generated tickets are to be identified as a copy.
- The wheels of the vehicle not being measured must remain within the perimeter of the approach to the weighbridge.
- For more information phone **1300 686 664** and press option 2 or email tmlicensees@measurement.gov.au