


**REQUEST FOR WAIVER OF RETEST**

Date Received: \_\_\_\_\_  
 Date Reviewed: \_\_\_\_\_  
 Reviewed By: \_\_\_\_\_  
 Waiver Granted:  Yes  No  
 Date Issued: \_\_\_\_\_

This form of waiver procedure is only intended for use in cases of changes or product design, components or process as referenced in B.2(a) as follows,

**B.2(a) A full retest is required every 2 years to meet the Standard, or earlier if:**

- i) any of the generic component types of the product is changed (See G.4).
- ii) the location of the facility as listed on the licensing agreement is changed.
- iii) the manufacturing process is changed.

**B.2(b) Minor changes of product design or process which are deemed not to affect test results may be exempted from retesting.**
**Please return in advance of change to:**

Insulating Glass Manufacturers Alliance  
 1500 Bank Street, Suite 300, Ottawa, ON, K1H 1B8  
 Tel: 613-233-1510 Fax: 613-482-9436 E-mail: abeck@igmaonline.org

Manufacturer: \_\_\_\_\_  
 Location: \_\_\_\_\_  
 IGMAC Product #: \_\_\_\_\_  
 Product Codes: Connector: \_\_\_\_\_ Desiccant: \_\_\_\_\_ Sealant: \_\_\_\_\_  
                   Spacer: \_\_\_\_\_ Gas Fill: \_\_\_\_\_  
 Requested by: \_\_\_\_\_  
 Signature: \_\_\_\_\_  
 Date: \_\_\_\_\_

**The nature of the change is as follows:**

- a) Component type: \_\_\_\_\_
- b) Address: \_\_\_\_\_
- c) Low E: \_\_\_\_\_
- d) Ownership: \_\_\_\_\_
- e) Method of production: \_\_\_\_\_

Where is IGMAC Certification information stored? \_\_\_\_\_  
 Where are the quality control records stored? \_\_\_\_\_  
 Who completes these records? \_\_\_\_\_

**PLEASE INCLUDE COPY(IES) OF THE LATEST TEST RESULTS WITH THE AUDIT FORM**

**Please outline resulting changes to the following production details:**

- **GLASS**                      Wash system \_\_\_\_\_  
   Water source \_\_\_\_\_  
   Cleaning agents \_\_\_\_\_  
   Cutting Method \_\_\_\_\_
  
- **SPACER**                      Type \_\_\_\_\_  
   Cutting system \_\_\_\_\_  
   Cleaning \_\_\_\_\_  
   Test for adhesion \_\_\_\_\_
  
- **CONNECTOR**                      Material \_\_\_\_\_  
   Assembly method \_\_\_\_\_
  
- **DESICCANT**                      Type \_\_\_\_\_  
   Blend ratio \_\_\_\_\_  
   Storage \_\_\_\_\_  
   Test method \_\_\_\_\_  
   Amount of fill \_\_\_\_\_  
   Fill method \_\_\_\_\_
  
- **SEALANT**                      Type \_\_\_\_\_  
   Storage \_\_\_\_\_  
   Test for adhesion \_\_\_\_\_  
   Application method \_\_\_\_\_  
   Minimum depth for unit design \_\_\_\_\_
  
- **GAS FILL METHOD**                      \_\_\_\_\_  
   \_\_\_\_\_
  
- **LOW E**                      Type (sputtered, pyrolitic) \_\_\_\_\_  
   Edge Deletion \_\_\_\_\_  
   Glass Supplier \_\_\_\_\_  
   Product Name \_\_\_\_\_
  
- **AIR SPACE ADDITIONS**                      Low E \_\_\_\_\_  
   Suspended coated film \_\_\_\_\_  
   Grills \_\_\_\_\_  
   Blinds \_\_\_\_\_  
   Tape \_\_\_\_\_
  
- **ADDITIONAL DETAILS**                      \_\_\_\_\_  
   \_\_\_\_\_  
   \_\_\_\_\_  
   \_\_\_\_\_  
   \_\_\_\_\_