UCSB SCUBA Equipment Servicing

You have several options for equipment service. Below are the three most common equipment service providers used by UCSB divers along with instructions on how to utilize their services. BCD’s, computers, etc also require an annual inspection. You can sign up for an upcoming gear inspection through Webdiver.

Steps for Mailing Gear to Monetery Bay Diving on your own

1. Complete SCUBA EQUIPMENT SERVICE SHEET and note “Please call me for CC info”.
2. Pack gear needing service plus SERVICE REQUEST SHEET.
3. Attach mailing label.
4. Mail via FEDEX, UPS or USPS.

Steps for Mailing Gear to Monterey Bay Diving through MSI

Entering the purchase order into Gateway:

1. Select "non-catalog item"
2. Enter Supplier as "Monterey Bay Diving" and it will self-populate because they are already in the system
3. Enter "regulator service" and the number of stages in the description of items and use $50 for each as the cost estimate
4. Submit the PO

Entering the shipping purchase order in gateway:

1. Select “Fedex Shipping Form”
2. Enter the shipping address and info for Monterey Bay Diving
3. Please add phone number 831-642-9966 and email info@montereybaydiving.com to your info sheet.
4. At the bottom of the form, enter quantity 2 and estimated cost $20 (purchasing will include a return shipping label in the box when they send it)
5. Submit the PO

Provide a safe shipping box to send your regulator, but do not seal the box closed because purchasing needs to include your filled out service form and a return shipping label.

Costs: Estimated cost is $40-$50 per stage (labor & parts).
Steps for Taking Gear to Aquatics Dive Shop

1. Complete SCUBA EQUIPMENT SERVICE SHEET and note “Please call me for CC info” or “PO#...” in the Payment Type Box.
2. Drop off gear with service sheet at Aquatics Dive Shop, 5822 Hollister Ave, Goleta, CA 93117
SCUBA Equipment
Service Record Sheet for
UCSB Dive Safety

Customer Name and Institution:

Address:

Phone # and Email Address:

Date Received:

Regulator Type and Serial Number:

1st Stage: ___________ SN: ___________
2nd Stage: ___________ SN: ___________
Octopus: ___________ SN: ___________
Other: ___________ SN: ___________

1st Stage IP: ___________ Within Manufactures Spec’s: ___________ Yes No
Inhalation Effort of 2nd Stage: ___________ Within Manufactures Spec’s: ___________ Yes No
Inhalation Effort of Octopus: ___________ Within Manufactures Spec’s: ___________ Yes No
Inhalation Effort of Other: ___________ Within Manufactures Spec’s: ___________ Yes No

BCD: ___________
Serviced On: ___________
Serviced By: ___________
Signature(s): ___________

Technician Notes:
Initial IP: ___________ Pressure Gauge Accurate? ___________ Battery Check: ___________ Services Q. D’s: ___________
Initial Cracking Pressure Primary: ___________ Octopus: ___________ Other: ___________

Additional Information:

Ran on Breathing Machine for ___________ Minutes

Water (leak) Test Pass: Y / N
Replaced all Hoses/Port Plug O-rings Y / N
Serviced H.P. Spool Y / N

Additional Parts

Post-Service Check:
Gauges ___________
Hoses ___________
Leaking ___________
Number Accurate ___________
Mouth Piece ___________
Shrader/BC Valve ___________

Initials: ___________

Divers: Submit Service Sheet to Dive Safety Program after service is complete and sign up for a gear inspection required for your additional gear (BC, computer, etc)