



# 2017 OEFFA Fees for Producers

Fees must be paid with OSP submission  
Please retain a copy of this form for your records

## BASIC INFORMATION

Name		Certification #	
Operation Name		Phone	
Mailing Address		Fax	
City, State, Zip Code		Email	

What is the best way to contact you in writing? (check one):  Mail  Email

Please note: This is the method by which you will receive your renewal application in 2018.

### Important Information (check all that apply):

- This is my first certification application with OEFFA. We accept new applicants from **OH, IN, KY, MI, PA, WV, IA, IL, MO & VA only.**
- I'm coming to OEFFA from another certifier.
- I was previously certified with OEFFA, gone for some time, and I'm now certifying again. (List previous operation # \_\_\_\_\_)
- I'm adding new crop(s), livestock, and/or products to my OSP. (Describe: \_\_\_\_\_)
- I'm adding new land to my OSP that is expected to be eligible for certification this year. (List crop(s) on this land: \_\_\_\_\_)
- I'm in the process of converting a dairy herd to organic. (Expected date of organic milk production: \_\_\_\_\_)
- I'm in the process of bringing organic poultry to my operation for the first time. (Expected date of arrival: \_\_\_\_\_)
- I grow produce.
- Please check this box if you do NOT wish to be an OEFFA member (membership is complimentary).

**New Applicants:** We may accept applications at any time during the year from organic producers who operate outside of the standard growing season such as maple syrup, greenhouse, mushroom, microgreen, and poultry operations. Please contact us to discuss timing and fees for your application.

## Calculate your CERTIFICATION APPLICATION FEES: Fill in Boxes 1 through 5 below and enter the total in Box 6

### 1. The base fee is determined by where you live and when you send your application.

Certified operations may apply to the appropriate agency in their state for organic certification cost-share reimbursement.

	Chose the column where your farm is located:					
	Ohio		IN, MI, PA, WV, KY		All other states	
Choose the row that shows when you mailed your application & fees:	Pay this fee	Cost After Reimbursement	Pay this fee	Cost After Reimbursement	Pay this fee	Cost After Reimbursement
Early Bird: Postmarked by March 15 <sup>th</sup>	\$850	\$212.50	\$1000	\$250.00	\$1050	\$300.00
Standard: Postmarked March 16 <sup>th</sup> to May 15 <sup>th</sup>	\$900	\$225.00	\$1050	\$300.00	\$1100	\$350.00

\*\*\* August 15<sup>th</sup> is the final renewal deadline. After this date, Noncompliance for Nonrenewal fee applies. \*\*\*

Box 1. Enter your base application fee:

### 2. Late fees apply to all applications postmarked after May 15<sup>th</sup>. You must add these to your base application fee.

Postmarked May 16 <sup>th</sup> to June 15 <sup>th</sup>	\$150
Postmarked June 16 <sup>th</sup> to July 15 <sup>th</sup>	\$250
Postmarked after July 15 <sup>th</sup>	\$400

Box 2. Enter your late application fee:   
(Late fees are not reimbursable)

### 3. If you are certifying livestock or poultry (and submit the "OSP for Livestock & Poultry")

Box 3. Enter livestock & poultry fee (\$350):   
(Eligible for reimbursement)

### 4. If you are a producer certifying an on-farm handling operation (and submit the "OSP for Handlers")

Box 4. Enter producer-handler fee (\$250):   
(Eligible for reimbursement)

### 5. If you would like to expedite (rush) your certification

We will make every effort to complete the process in less than 90 days. Certification is not guaranteed.

Box 6: **ADD BOXES 1-5: TOTAL CERTIFICATION APPLICATION FEES DUE**

\*\*\*\*\*YOU MUST INCLUDE PAYMENT INFORMATION (SEE REVERSE)\*\*\*\*\*

**PAYMENT: Please include your check (payable to OEFFA Certification) or Credit Card information**

Check #: \_\_\_\_\_ (make check payable to OEFFA Certification)      Check Date: \_\_\_\_\_

**OR**

Credit Card Issuer:    MasterCard    Visa    American Express    Discover

Credit Card #: \_\_\_\_\_

Expiration Date: \_\_\_\_\_ / \_\_\_\_\_      CVV/Security Code: \_\_\_\_\_ (3 or 4 digit code)

Signature for Credit Card: \_\_\_\_\_

**PAYMENT PLAN: If you apply before May 15<sup>th</sup>, you may request to split your fee into 2 or 3 payments**

To pay in two or three installments, complete the table below. You must have your fees paid in full within three months.

**Please note:**

- You must include a \$25 administrative fee with your 1<sup>st</sup> payment.
- OEFFA will not proceed with the certification process until 2/3 payment is received and your certificate will not be issued or renewed until fees are paid in full.
- OEFFA does not retain your credit card information. Please contact us to make payments toward a payment plan by credit card.

To agree to these terms, fill in the following:

The amount you entered in Box 6 is: \$ \_\_\_\_\_.

*I will make two payments*

Divide the amount you wrote above by 2: \$ \_\_\_\_\_.  
This amount + \$25 is what you must pay now.

The remainder must be paid in full 1 month from today.

One month from today is: \_\_\_\_\_.

*I will make three payments*

Divide the amount you wrote above by 3: \$ \_\_\_\_\_.  
This amount + \$25 is what you must pay now.

The remainder must be paid in full 2 months from today.

Two months from today is: \_\_\_\_\_.

*\*For OEFFA use only\**

Payment Amt	Due Date	Rec'd / Ck #
#1:		
#2:		
#3:		

**POSSIBLE ADDITIONAL FEES AND SERVICES:**

<b>Noncompliance for Nonrenewal (\$100)</b>	To apply for renewal of certification after receiving a Notice of Noncompliance for failing to renew, add \$100 to the applicable late fee.
<b>Spot Inspections (\$50 + inspector fees and expenses)</b>	Additional inspection to add land, livestock, or handling products outside of annual cycle.
<b>Reinstatement Processing Fee (\$300)</b>	Required to process a request for reinstatement on behalf of a suspended operation or portion of an operation.
<b>Inspection Expenses (varies)</b>	Occasionally required for applicants with multiple sites or complex operations.
<b>Returned Checks (\$20)</b>	Administrative fee.
<b>Transaction Certificate (\$25) or Export Certificate (\$50)</b>	Include applicable form. Forms are available upon request.
<b>Transitional Review (\$150)</b>	Review of OSP within 3 year transition period. Does not include inspection. Fee can be deducted from first year certification application fees to OEFFA.
<b>Refund (varies)</b>	A refund of application fees less \$200 may be granted if an application is withdrawn before the inspection. No refunds after inspection.

**Submit all application materials and payment to:**

OEFFA Certification  
41 Croswell Road  
Columbus, OH 43214  
Email: [organic@oeffa.org](mailto:organic@oeffa.org)  
Fax: (614)-421-2011

For questions, call (614) 262-2022

**Application and payment of fees does not guarantee certification.**