



Renewals Due 3-15-21

## 2021 OEFFA Fees for Food Justice Certification

Application Fee must be paid with Food Justice Certification (FJC) Application submission

Keep a copy of this form for your records

### BASIC INFORMATION

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

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

- This is my first application for Food Justice Certification (FJC) with OEFFA.
- I was previously FJC-certified with OEFFA, gone for some time, and I'm now certifying again. (List operation # \_\_\_\_\_ )
- Please check this box if you do NOT wish to be an OEFFA member (membership is complimentary).

**New Applicants:** If you have never been FJC-certified, application fees are based on projected gross income from your first 12 months of Food Justice Certification. **This fee is due with the FJC Application. New applications are accepted at any time during the year. Please contact us to discuss timing and fees for your application.**

**Certified Operations Renewing Food Justice Certification:** OEFFA's Food Justice Certification application fee is determined by your operation's gross income from products and services in 2020. **This fee is due with the FJC Application. The deadline for renewing operations is March 15, 2021.**

**Inspection fees and expenses are additional and will be billed after the inspection.** Your inspector will contact you to discuss these fees before your inspection. The inspection fee is determined by the complexity of your operation, the number of sites the inspector must visit, the length of the inspection, and the travel expenses incurred by the inspector.

### FOOD JUSTICE CERTIFICATION ANNUAL FEES

There are three components of your annual fee: (1) Application; (2) Inspection; and (3) Licensing.

1. An Application Fee based on your gross income is due with your application.

Gross Annual Sales	Application Fee
\$0 - \$99,999	\$550
\$100,000 - \$249,999	\$650
\$250,000 - \$499,999	\$900
\$500,000 - \$1 million	\$1,175
> \$1 million	\$1,925

Gross Annual Sales will be verified at inspection.

**FEE DUE WITH APPLICATION:**

\$

Pay only this amount now.

2. Inspection fees and expenses will be billed by OEFFA following your inspection.

3. Operations are required to pay an annual licensing fee to the Agricultural Justice Project (AJP). This fee is collected after certification is granted.

Licensing fees are calculated as follows: (Application Fee + Inspection cost) x Licensing Fee Rate

AJP Licensing Fee (Paid annually)	
Operation Type	Licensing Fee Rate
Producer / Small Retailer	15%
Grower Group	30%
Brand Holder	45%

\* If you are unsure where your operation fits in the licensing fee structure, please contact AJP directly at [info@agriculturaljusticeproject.org](mailto:info@agriculturaljusticeproject.org). The AJP Licensing Fees are not set or collected by OEFFA.

**AJP Licensing Fees are collected after certification is granted**

\*\*\*\*\*YOU MUST INCLUDE YOUR 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: \_\_\_\_\_  
*Returned checks are subject to a \$20 administrative fee.*

Credit Card Issuer:    MasterCard    Visa    American Express    Discover

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

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

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

*Please notify us if your credit card has a daily limit lower than the total due from page 1.*

**PAYMENT PLAN:** If you renew before March 15, you may request to split your application 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 2/3rds of the payment is received and a certificate will not be issued until fees are paid in full.
- OEFFA does not retain your credit card information. Contact us to make credit card payments toward a payment plan.

*For OEFFA use only*		
Payment Amt	Due Date	Rec'd / Ck #
#1:		
#2:		
#3:		

To agree to these terms, fill in the following:

Annual Fee: \$\_\_\_\_\_.

*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: \_\_\_\_\_.

**Refunds and Additional Fees**

- If an application is withdrawn or certification is surrendered after payment and before the annual inspection, a refund of 80% of application fees may be granted. A higher percentage may be retained by OEFFA for additional services rendered between submission and withdrawal/surrender. No refunds will be given after inspection.

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

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

For any questions, call (614) 262-2022

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