



Renewals Due 5-15-22

2022 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 2021. **This fee is due with the FJC Application. The deadline for renewing operations is May 15, 2022.**

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. Inspection fees are estimated at \$500 - \$2,000. Inspection fees and expenses vary by operation size and complexity.

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. The AJP Licensing Fees are not set or collected by OEFFA.

*****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 May 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 1st 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 & 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. Additional fees may be assessed for unusually complex certification reviews before or after inspection.

Cost Share

The Cost Share program is supported by AJP's Social Justice Fund. Smaller-scale, independent, family or community farms and smaller-scale, independently owned retailers and retail cooperatives with economic hardship can request Cost Share. Cost Share subsidies are awarded up to 75% of certification costs. The total amount is dependent on funding for the year in this fund. Cost share funds apply to certification fee and inspection costs only (cost share does not cover the licensing fee). The award is paid directly to OEFFA upon receipt of an invoice. The client is responsible for any remaining balance and the licensing fee. Please contact AJP directly for Cost Share applications at info@agriculturaljusticeproject.org. Applications are reviewed by AJP staff and approved by the AJP Board. Funding is awarded on a case-by-case basis.

Submit all application materials and payment to:

OEFFA Certification
41 Crosswell Road
Columbus, OH 43214
Email: FJC@oeffa.org

Fax: (614) 421-2011 Phone: (614) 262-2022

Application and payment of fees does not guarantee certification.