



# 2024 OEFFA Fees for NEW Producers

Fees must be paid with Organic System Plan (OSP) submission  
Keep a copy of this form for your records

Due 4-15-24

## BASIC INFORMATION

<b>Name</b>		<b>Operation #</b>	<i>(office use)</i>
<b>Operation Name</b>		<b>Phone</b>	
<b>Mailing Address</b>		<b>Fax</b>	
<b>City, State, Zip Code</b>		<b>Email</b>	

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

- This is my first application with OEFFA. We accept new applicants from IA, IL, IN, KY, MI, MO, NY, OH, PA, VA, WI & WV. Applications from new producers outside of this service area but in nearby states may be accepted based on administrative capacity. Please contact us for more information if this applies to you.
- I was previously certified with OEFFA, gone for some time, and I'm now certifying again. (List operation # \_\_\_\_\_)
- I've previously been denied certification or had my certification suspended (including partial suspensions) or revoked.
- I'm in the process of transitioning 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 was referred to OEFFA from an OEFFA-certified operation. Please see the Referral Discount listed below. List the name and operation number of the operation who referred you to OEFFA. (Name: \_\_\_\_\_ Operation #: \_\_\_\_\_)
- Check this box if you do NOT wish to be an OEFFA member (membership is complimentary).

**APPLICATION DEADLINE: April 15<sup>th</sup> is the application deadline for new producers operating in the standard growing season.** We may accept applications at any time during the year from producers who operate outside of the standard growing season such as maple syrup, greenhouse, mushroom, microgreen, or poultry operations. Producers who are certified by another certifier and looking to switch their certification to OEFFA may apply at any time. Please contact us if one of these applies to you.

## Calculate your APPLICATION FEES

- 1. The base fee is determined by the location of your operation and when you send your application with full payment.** Certified operations may apply to the appropriate agency in their state for organic certification cost-share reimbursement.

Choose the row that shows when you submitted your complete application & paid in full:	Choose the column where your farm is located:			
	Ohio		Outside of Ohio	
	Pay this fee	Cost After Reimbursement	Pay this fee	Cost After Reimbursement
<i>Early Bird:</i> Postmarked by March 15 <sup>th</sup>	<b>\$1,275</b>	\$525	<b>\$1,450</b>	\$700
<i>Standard:</i> Postmarked March 16 <sup>th</sup> to April 15 <sup>th</sup>	<b>\$1,325</b>	\$575	<b>\$1,500</b>	\$750
For most producers, fees are inclusive of inspection. Additional inspection fees will be charged to operations that are complex, have multiple locations, or otherwise require additional time spent on-site.			<b>Box 1. Enter your base application fee:</b>	\$

- 2. Livestock and Poultry Fee** - If requesting certification for livestock or poultry for the first time, include OSP for Livestock & Poultry with application. *Eligible for reimbursement*

<b>Box 2. Enter livestock &amp; poultry fee (\$550):</b>	\$
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- 3. Producer-Handling Fee** – For producer certifying an on-farm handling operation. The fee is based on your operation's prior year's annual gross sales from organic handled products and services. If certifying on-farm handling for the first time, include OSP for Handlers and calculate fee based on your projected gross sales for the first 12 months of organic certification. *Eligible for reimbursement.*

Prior Year's Annual Gross Sales from Organic Handling	Fee
< \$50,000	<b>\$350</b>
\$50,001-\$249,999	<b>\$550</b>
\$250,000-\$499,990	<b>\$950</b>
\$500,000-\$699,999	<b>\$1,350</b>
\$700,000-\$899,999	<b>\$1,750</b>
\$900,000-\$2,499,999	<b>\$2,500</b>
>\$2,500,000	<b>\$3,600</b>

<b>Box 3. Enter producer-handler fee:</b>	\$
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- 4. If you would like to add Organic Plus Trust grass-fed certification.**

<b>Box 4. Grass-fed fee (\$325):</b>	\$
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(Continued)

**5. If you would like to rush your certification, choose from the following options.**

<b>Rush Tier 1</b> – OEFFA will assign an inspector as soon as possible after the receipt of the complete OSP and payment; inspector will submit report within 2 business days of inspection; we will notify the operator of compliance issues or issue a certificate within 5 business days after the inspection report is received. Certification is not guaranteed.	<b>\$1,000</b>	<b>Box 5. Enter rush fee:</b>	<b>\$</b>
<b>Rush Tier 2</b> – OEFFA will make every effort to complete the process in less than 90 days. Certification is not guaranteed.	<b>\$500</b>		

\* Rush service is required if you are submitting a request to add something new to your certificate that requires inspection (new land, crop type, scope, facility, etc.) if that request is received less than 60 days prior to the requested certification/approval date.

**6. If you would like us to make a copy of your full OSP and mail it back to you.**

<b>Box 6. Enter OSP Copy Fee (\$15):</b>	<b>\$</b>
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<b>Box 7. <u>ADD BOXES 1-6</u></b>	<b>\$</b>
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**8. If referred from an OEFFA-certified operation, you may deduct \$100 from your initial application fee.** List the name and operation number of the operation who referred you to OEFFA on the front page.

<b>Box 8. Referral DISCOUNT (\$100):</b>	<b>\$</b>
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<b>Box 9. <u>SUBTRACT BOX 8 FROM BOX 7 FOR TOTAL FEES DUE WITH APPLICATION:</u></b>	<b>\$</b>
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**PAYMENT: Payment information must be included**

**CHECK:** Make payable to OEFFA Certification. Returned checks are subject to a \$20 administrative fee.

Check #: \_\_\_\_\_ Check Date: \_\_\_\_\_

**CREDIT or Debit CARD:** Notify us if your card has a daily limit lower than the total due.

Debit Card (no additional fee)  Credit Card (a processing fee of 3% + \$0.15 will apply)

Card Issuer:  MasterCard  Visa  American Express  Discover

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

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

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

**PAYMENT PLAN: If you apply by April 15<sup>th</sup>, you may request to split the Standard Fees into 2 or 3 payments**

To pay in two or three installments, complete the information below. You must include a \$25 administrative fee with your 1<sup>st</sup> payment

- Operations opting for a payment plan are not eligible for the Early Bird discount.
- OEFFA will not proceed with the certification process until 2/3 payment is received and a certificate will not be issued until fees are paid in full.
- OEFFA will retain your credit card information and automatically bill your credit card when payment is due.

**To agree to these terms, fill in the following:**

The amount you entered in Box 9 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:		

**Refunds and Additional Fees**

- If an application is withdrawn or certification is surrendered after payment and before inspection, a refund of 80% of application fees may be granted for each withdrawn or surrendered scope. A higher percentage may be retained for additional services rendered between submission and withdrawal/surrender. No refunds will be given after inspection or for loss of certification due to denial, suspension or revocation.
- A full schedule of services and fees with additional detail is available in the OEFFA Certification Policies & Procedures manual.

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

OEFFA Certification, 41 Crowell Road, Columbus, OH 43214

Email: [organic@oeffa.org](mailto:organic@oeffa.org) Fax: (614) 421-2011

For any questions, call (614) 262-2022

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