



# 2024 OEFFA Fees for Group B Handlers

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

Due 9-1-24

## BASIC INFORMATION

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

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

I'm adding new products, equipment, or processes to my OSP.  
(Describe and list expected date of organic production: \_\_\_\_\_ )

I'm adding a new facility to my OSP. Include New/Separate Facility Fee below.  
(Describe and list expected date of organic production at new facility: \_\_\_\_\_ )

I've enclosed new label proofs for currently certified products. (Expected date of label use: \_\_\_\_\_ )

Check this box if you do NOT wish to be an OEFFA member (membership is complimentary).

OEFFA's handler certification application fee is determined by your operation's gross sales from organic products and services in 2023. **This fee is due with the renewal paperwork. The deadline for renewing operations is September 1, 2024.**

**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. **Inspection fees typically range from \$250 to \$1,000.**

## Calculate your APPLICATION FEE

**1. Base Application Fee, based on your 2023 gross sales from organic products and services.** Organic Gross Sales will be verified at inspection. Certified operations may apply to their appropriate state agency for organic certification cost-share reimbursement.

2023 Organic Gross Sales	Application Fee	Cost After Reimbursement	
< \$50,000	<b>\$750</b>	\$0	
\$50,001 - \$249,999	<b>\$1,400</b>	\$650	
\$250,000 - \$499,999	<b>\$2,550</b>	\$1,800	
\$500,000 - \$699,999	<b>\$3,750</b>	\$3,000	
\$700,000 - \$899,999	<b>\$5,000</b>	\$4,250	
\$900,000 - \$2,499,999	<b>\$6,250</b>	\$5,500	
\$2,500,000-\$4,999,999	<b>\$7,750</b>	\$7,000	
\$5,000,000-\$9,999,999	<b>\$9,250</b>	\$8,500	
>\$10,000,000	<b>\$12,250</b>	\$11,500	

**Box 1. Enter your base application fee:**

\$

**2. Late fees apply to all applications postmarked after September 1<sup>st</sup>. You must add these to the standard deadline base application fee.** Late fees are not reimbursable. \*October 1<sup>st</sup> is the FINAL RENEWAL DEADLINE.

Postmarked: September 2nd to October 1 <sup>st</sup>	<b>\$200</b>	
Nonrenewal Fee: Postmarked after October 1 <sup>st</sup>	<b>\$350</b>	

**Box 2. Enter your late fee:**

\$

**3. If you have separate facility sites (already certified or new) other than your primary address, include the separate facility fee of \$250 per additional location.**

**Box 3. Separate Facility fee (\$250/location):**

\$

**4. If you are requesting international equivalency listed on your certificate or plan to export organic products to other countries, include the International Equivalency fee.**

**Box 4. International Equivalency fee (\$150):**

\$

**5. If you would like to add Organic Plus Trust grass-fed certification.**

**Box 5. Grass-fed fee (\$325):**

\$

(Continued)

**6. 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 6. Enter rush fee:</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 facility product type, equipment, etc.) if that request is received less than 60 days prior to the requested certification/approval date.*

**7. Voluntary Contribution** – Voluntary contributions help OEFFA keep our fees accessible to smaller and beginning organic farms and handlers. A contribution of any amount is greatly appreciated.

<b>Box 7. Voluntary Contribution</b>	\$
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**8. If you would like us to make a copy of your full OSP and mail it back to you.**

<b>Box 8. Enter OSP Copy Fee (\$15):</b>	\$
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<b>Box 9. ADD BOXES 1-8 FOR TOTAL FEES DUE WITH APPLICATION:</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 Portal:** You may also pay the application fees on-line via our payment portal: <https://certification.oeffa.org/handlers-payment/>

**PAYMENT PLAN: You may request to split the Standard Fees into 2, 3, or 4 payments**

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

Please note:

➤ 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: \_\_\_\_\_.

**I will make four payments.** Divide the amount you wrote above by 4: \$ \_\_\_\_\_.

This amount + \$25 is what you must pay now.

The remaining three payments must be paid by: 12/15, 3/15 and 5/15.

**\*For OEFFA use only\***

Payment Amt	Due Date	Rec'd / Ck #
#1:		
#2:		
#3:		
#4:		

**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.
- Referral Discount - An OEFFA-certified operation that refers a new applicant to OEFFA will receive a discount of \$100 (via a refund) from their certification fee once the new applicant applies for certification. Certified operations that refer multiple new applicants will receive the \$100 discount once per applicant.
- 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.**