



# APPLICATION FOR ORGANIC CERTIFICATION

## A. CERTIFIED OPERATION INFORMATION *(location to be inspected and certified)*

Company Name:

*(legal business name of operation)*

Associated Registered DBA(s):

*(will appear on Organic certificate)*

Tax ID# (or international equivalent):

Legal status location:

Certification Contract:  New QAI Contract Attached

Previous Contract On-file with QAI

Company Name on Contract:

Operation to be Certified

Street Address:

City:

State\*/Province:

Postal Code:

Country:

Website:

Email: *(for public listing on USDA Organic Integrity Database)*

*\*Operations in California must register with the State of California*

Primary Contact *(responsible for managing organic certification on a daily basis):*

Name:

Title:

Phone:

Email:

Additional Authorized Contacts

Name:

Title:

Phone:

Email:

Name:

Title:

Phone:

Email:

Name:

Title:

Phone:

Email:

Authorized Consultants: *May we copy them on all communication?*  Yes  No

Consultant Name:

Title:

Phone:

Email:

Billing Contact:  Same as Primary Contact

Name:

Title:

Phone:

Email:

Billing Information:  Same as Operation Address

Mailing Address:

City:

Postal Code:

State/Province:

Country:

## B. CORPORATE/PARENT COMPANY INFORMATION:

Corporate/Parent Company Name:

N/A

Corporate/Parent Company Certified Organic:  No

Yes: Name of Certification Agency:

Address

City:

State/Province:

Postal Code:

Country:

Website:

Corporate Contact:

Name:

Title:

Phone:

Email:

Does your company have other locations already certified organic by QAI?  No  Yes

Under which Business Names:

## C. BACKGROUND INFORMATION

Please describe activities to be performed at this location and the organic products you intend to certify. (Skip if completing the Mexico Application Addendum).

Does this operation produce or handle  Both organic and nonorganic products (split production operation)  
 Only organic products (dedicated organic facility)

Certification History:

Has the location seeking certification ever previously applied for certification, or been certified organic?

No  Yes: Name of certification agency, outcome of application (e.g. denied, certified) & dates of certification activity:

*If Yes; please submit to QAI for review:*

- *current or last issued organic certificate (if granted); and*
- *a copy of your most recent non-compliance letter and responses to the non-compliance letter; or*
- *a letter (issued within the last month) from the previous certifier confirming your operation has no outstanding noncompliance issues.*

If you are voluntarily changing organic certification agencies, note that the USDA National Organic Program does not allow the use up of existing supplies of labels that identify the prior ACA on products that you produce or handle. Please confirm you understand this requirement:  Confirmed

- *If you are changing ACA's due to your previous ACA going out of business, you may use existing supplies of labels for not more than 90 days beyond the date that the ACA discontinued service.*
- *In order to continue to sell, label or represent your products as organic during this certification process, you must maintain your current certification with the prior ACA until the certification process with QAI is complete and a new certificate has been issued.*

Has organic certification ever been denied, revoked, or suspended from this site:

No  Yes: Name of certification agency & date:

- *Please attach an explanation along with the official notice from the certifier.*

(Note: Certification with QAI cannot proceed until outstanding notices of noncompliance or proposed adverse actions are resolved and eligibility for reinstatement has been granted (in the USA decision to reinstate is made by the National Organic Program), as needed.)

## D. BRAND NAMES AND PRODUCT OWNERSHIP:

Are all the organic product brands handled by this certified entity owned by this entity?  Yes  No

*If NO, please provide a master list of all Brand Names handled or processed at this location and indicate which brands are owned by your company:*

*If your company is contracted to provide a service for another organic operation, please describe the business relationship(s), the service provided (e.g. seed cleaning, livestock slaughtering, high pressure pasteurization, warehousing, etc.) and provide a list of the types of products and product names receiving this service (for example, if you are providing slaughter services, the type of product could be chicken and the product name may be Fred's Chicken Drums.)*

## E. CERTIFICATION STANDARDS:

*Which organic standards are you applying to be certified to - or applicable equivalency agreement(s)? (check all that apply - must select at least one):*

- |   |   |
|---|---|
| <input type="checkbox"/> USA (USDA NOP)   | <input type="checkbox"/> Japan (JAS)                            |
| <input type="checkbox"/> Canadian Organic Regime (COR or US/Canada Equivalency) | <input type="checkbox"/> Mexico Organic Product's Law (LPO)     |
| <input type="checkbox"/> Quebec, Canada (CARTV)                                 | <input type="checkbox"/> NSF Organic Personal Care NSF/ANSI 305 |
| <input type="checkbox"/> EU (EC 834/2007 or EU Equivalency)                     | <input type="checkbox"/> Other:                                 |

Added Security: QAI is printing QR Codes on organic certificates which link to your company's listing on QAI's website. Please check the box if you do NOT want a QR Code printed on your certificate?

- No QR Code on my certificate

## F. ADDITIONAL SERVICES:

*QAI offers you the ability to bundle your organic certification inspection with other certification programs provided by our parent company NSF and affiliates. Please indicate if you would like to have any of the following certification audits performed at the same time as your QAI organic audit:*

- |  |  |
|--|--|
| <input type="checkbox"/> NSF Gluten-Free                 | <input type="checkbox"/> NSF True-North Non-GMO Verification |
| <input type="checkbox"/> True Source Honey Certification | <input type="checkbox"/> Star-K Kosher Certification         |
| <input type="checkbox"/> Raised Without Antibiotics      | <input type="checkbox"/> Other                               |
| <input type="checkbox"/> Non-GMO Project Verification    |  |

*Please select any additional certification services you are interested in:*

### NSF Food Safety

- |  |   |
|--|---|
| <input type="checkbox"/> Global Food Safety Initiative certification (SQF, BRC, IFS, FSSC 22000, etc.) | <input type="checkbox"/> NSF Supplier Assurance HACCP audit |
|--|---|

### NSF Consumer Values Verified

- |  |  |
|--|--|
| <input type="checkbox"/> NSF Gluten-Free                 | <input type="checkbox"/> Raised Without Antibiotics          |
| <input type="checkbox"/> True Source Honey Certification | <input type="checkbox"/> NSF True-North Non-GMO Verification |
| <input type="checkbox"/> Non-GMO Project Verification    | <input type="checkbox"/> Star-K Kosher Certification         |

**G. SUBMITTING APPLICATION AND DEPOSIT/RUSH SERVICE:**

New Clients Only: Include \$995 certification deposit (not required for current clients adding additional locations under an existing contract)

- If requesting expedited certification services check one  Standard Service/No Rush
- 4 week\* (\$5,995 rush fee)
- 6 week\* (\$2,495 rush fee)

\* Rush timeline is from a complete application that is ready for inspection to a certification decision. Standard timeline is 8 to 10 weeks from a complete application to a certification decision.

Payments are accepted by credit card, check (mail to our San Diego office address), or wire transfer.

Please submit this form with the Organic Compliance Plan and supporting documents via email the QAI associate you have been working with or via mail Attn.: Application Review, 9191 Towne Centre Drive Suite 200, San Diego CA 92122 USA or qai@qai-inc.com. Operations based in Mexico requesting certification under the LPO must submit this completed form and payments to their NSF representative at the NSF Mexico office.

**H. REFUND POLICY:**

Deposits and rush fees are non-refundable. Applicant must re-apply for certification if all documentation required prior to inspection is not submitted within 4 months of receipt of initial application for organic certification.

If an applicant is found to be “non-certifiable” or it is determined to be in the applicant’s best interest to withdraw the application; or the applicant voluntarily withdraws from the program at any time prior to certification, the applicant will be responsible for the fees that have been incurred to that point. As a general guideline, applicants withdrawing after the application has been accepted and reviewed but prior to the inspection will be responsible for 50% of the certification fee. If the applicant withdraws after the inspection has occurred and prior to review of inspection, the applicant will be responsible for 75% of the total fee. After the inspection report has been reviewed, all fees must be paid.

**I. SIGNATURE OF AUTHORIZED REPRESENTATIVE**

The undersigned representative of the Certified Operation herein known as Applicant, hereby applies for specified technical services from QAI related to the certification of grown, processed, and/or handled products. Applicant understands and acknowledges that certification does not constitute any guarantee, express or implied, as to quality, safety or any other measure of value of the certified products. Applicant further understands and acknowledges that QAI shall not be liable for any claims or damages that may be incurred or asserted by Applicant or by any third party except only on account of QAI’s willful misconduct or gross negligence. Applicant further understands and acknowledges that QAI has no obligation to accept an application from an unqualified applicant, and reserves the right to decline such applications without prejudice, or recourse. Applicant agrees to receive all written and verbal communication from QAI in English (Spanish version of documents will be available to operations based in Mexico requesting certification under the Mexico Organic Products Law). Applicant further agrees to provide a translation of Applicant’s business documents relating to certification in English upon QAI’s request. Applicant agrees to comply with the requirements for certification and to supply any information needed for evaluation of products to be certified.

This application must be signed by an authorized representative for the location seeking certification. By signing the application, the authorized representative confirms that that this document and all other documents submitted to QAI as part of the organic system plan accurately describe the business entity, procedures and products being produced or handled at the location seeking certification.

---

*Signature of authorized representative for the Certified Operation* *Title*

---

*Print Name* *Date*