



Organic Certification Application

Completion of this application form is required for all operations seeking organic certification with the Kentucky Department of Agriculture (KDA) to the National Organic Program Standards. Please fill out this application and return along with the appropriate Organic System Plan or Plans (OSP) and attachments. Use additional sheets if necessary. The Operation Name below must be a legal entity. Multiple legal entities are not allowed to be listed under one organic certificate. Contact the KDA office with any questions.

Email: organic@ky.gov

Phone: (502) 573-0282

Fax: (502) 573-2543

For Office Use Only

Received:

Entered:

Check number and amount:

1. OPERATION INFORMATION				§205.401
Business Name: <i>(first, middle, and last name if not a business):</i>			Date:	
Primary Organic Contact:				
Authorized Person(s) for signatures: _____				
Operation Address (to be listed on certificate):			City:	
State:		Zip Code:	County:	
Mailing Address: ☐ Same as above			City:	
State:		Zip Code:	County:	
Phone:		Fax:	Email:	Website:
Choose the ONE method you would like KDA to use for all written communications.				☐ Email only ☐ Postal only

2. ADDITIONAL CONTACTS: <i>Use additional sheets, as applicable</i>				§205.401
Name:	Position:	Phone:	Email:	
Name:	Position:	Phone:	Email:	

3. LEGAL STATUS: <i>Indicate your type of business entity from the options below.</i>			§205.401
☐ General Partnership <i>Attach Partnership Agreement</i>	☐ Corporation <i>Attach Articles of Incorporation</i>	☐ Limited Liability Corporation (LLC) <i>Attach Articles of Organization</i>	
☐ Individual/Sole Proprietorship	☐ Not Applicable, Not a business	☐ Other <i>(specify):</i>	



4. DIRECTIONS			§205.401
Give directions to your operation for the inspector: <i>Include a map if you feel this may be helpful. List any vehicle requirements (ie. 4x4, truck, etc.)</i> 			
5. AVAILABILITY			§205.401
5.1 Are you requesting certification for organic products where timing of certification completion is a concern? <i>If yes, please provide projected harvest / sale date.</i>		☐ Yes ☐ No	
Organic Product Request	Harvest / Sale Date	Will Product be sold?	
		☐ Yes ☐ No	
		☐ Yes ☐ No	
5.2 When do you expect your operation to be ready for inspection?			
5.3 When is the best time to get in contact with you?		☐ Morning ☐ Afternoon ☐ Evening	
6. CERTIFICATION HISTORY & REGULATORY COMPLIANCE			§205.401
6.1 Do you understand the requirements of the current National Organic Program? <i>If no, explain:</i>		☐ Yes ☐ No	
6.2 Are you currently certified organic by another agency? <i>If yes, what agency?</i>		☐ Yes ☐ No	
6.3 Have you ever been inspected or certified by another organic certification agency? <i>If yes, what agency?</i>		☐ Yes ☐ No	
6.4 Have you or a responsible connected party to this operation seeking certification ever had their certification suspended, revoked, surrendered or denied? <i>If yes, explain:</i>		☐ Yes ☐ No	
6.5 Do you currently have any open Notice(s) of Noncompliance, Notice of Proposed Suspension, or Notice of Proposed Revocation pending with another agency? <i>If yes, explain:</i>		☐ Yes ☐ No	
6.6 Do you currently have a filed and pending appeal or an Active Settlement Agreement with the NOP? <i>If yes, explain:</i>		☐ Yes ☐ No	
6.7 Indicate all types of production you are requesting for certification. ☐ Crops ☐ Processor / Handler ☐ Mushrooms ☐ Wild Crops ☐ Livestock (<i>specify:</i>) ☐ Dairy ☐ Beef ☐ Sheep ☐ Goats ☐ Poultry ☐ Swine			
6.8 Identify all international equivalency programs for which you would like verification. ☐ None, I only want US certification			



6.9 Identify any government permits, licenses, or inspections that are in effect for your operation.

☐ None

7. SALES OF ORGANIC PRODUCTS AND/OR SERVICES

\$205.401

(for currently certified operations only)

The NOP requires that records fully disclose all activities and transactions of the certified operation in sufficient detail as to be readily understood and audited, and that records are sufficient to demonstrate compliance with the organic regulations. The NOP also requires that operations seeking to maintain certification must submit the applicable fees charged by the certifying agent. KDA's fee structure varies with organic sales and/or processing fees billed to organic customers. Records must be able to show gross organic sales volume, including sales of service and cost of certified organic inputs.

5.13 What is the gross income from sales of organic products and/or services from the previous calendar year? ☐ Not applicable, no organic sales.

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6. AFFIRMATION

I affirm that all statements made in this application and attached OSP(s) are true and correct. No prohibited products have been applied to any of my organically managed fields during the three-year period prior to projected harvest. I understand that the operation may be subject to unannounced inspection and/or sampling for residues at any time as deemed appropriate to ensure compliance with the NOP Rule. I understand that acceptance of this questionnaire in no way implies granting of certification by the certifying agent. I agree to follow the organic standards as required in 7 CFR 205 and 302 KAR 40:010.

I understand that I may withdraw this application in writing at any time. I understand that I may be held liable for the costs of any services provided by the certifying agent up to the time of withdrawal. I understand that my application fee is nonrefundable. I understand that voluntary withdrawal prior to the issuance of a notice of noncompliance or certification denial that I will not be issued a notice of noncompliance or certification denial.

NOTICE OF CONFIDENTIALITY: *This information, including any attachments, is intended only for the use of the Kentucky Organic Certification Program, certifying agents, the Kentucky Organic Advisory Board, and required reporting information as required for the Agricultural Marketing Service (AMS) Administrator, National Organic Program. This application may contain information, individual or entity that is of a confidential nature, which is legally privileged and exempt from disclosure under applicable law. Certain information, which is considered public information, may be printed or transferred for marketing and promotional use unless otherwise specified by the signatory.*

The Kentucky Department of Agriculture does not discriminate based on race, color, national origin, gender, religion, age, disability, political beliefs, sexual orientation, or marital or family status in employment of the provisions of services. Reasonable accommodations are provided upon request.

Signature of operator:

Date:

Print Name and Title: