

OF&G Quality Manual	RD197 Processor Application Form
Linked Documents	FC1, FC2

Company Name:			
Contact Name:	Title:	First name:	Surname:
Job Title:			
Address:			
Post Code:			
Tel No:		Fax No:	
Email Address:			
Mobile:		Website:	

Company Activities. List all activities, organic or non-organic, that the company carries out on the site, that are to be certified for organic production.

Organic enterprises/products (current or applied for)
Non-organic activities

Company Details.

Please give details here, or attach a list, of the organic products you wish to register, including product name and brand name.	
Is any other Certification held. eg ISO, UFAS, BRC etc.	
Is a combined inspection with any other Certification Scheme(s) required?	
Is USDA NOP Inspection/Certification required? (for exporters to USA)	
If any additional premises are used for processing, storage or distribution, please give the contact name, full address and telephone number.	
What is the Total Annual Turnover of the Company/Site?	

Inspection Date and Charges

Please see details of charges for Inspection and Certification on Form RD15, which is enclosed in your application pack.

Where possible, we aim to inspect your operation within 6 - 8 weeks of receipt of your completed Application Form and cheque.

If an inspection is required more urgently, we will do our best to arrange this for an additional charge of £250 + VAT (£293.75). Please contact one of the Processor Certification Officers for further details.

Control Manual

The OF&G Control Manual gives details of the requirements for organic certification. Every applicant must have a copy and make it available to relevant staff.

It is available on CD ROM or paper. The CD ROM copy is free but we have to make a charge of £12.00 + VAT (£14.10) for the paper copy, to cover printing and postage costs. The Control Manual can also be viewed and downloaded from our website at:

<http://www.organicfarmers.org.uk/licensees/controlmanual/index.php>

Please tick

CD ROM Version

Paper Version at £12.00 + VAT (£14.10)

IMPORTANT: Please sign and date the enclosed **RD90 Declaration and Licensing Agreement** and return with this **Application Form**, fully completed, together with a **cheque** for the appropriate amount made payable to Organic Farmers & Growers Ltd, to the address below.

Fee for inspection and certification, as per charges sheet RD15		£	:
Additional charge if urgent inspection required	£293.75	£	:
Charge for paper version of the Control Manual if ordered	£14.10	£	:
	Total	£	:

Organic Farmers & Growers Ltd., Processor Certification

The Old Estate Yard, Shrewsbury Road, Albrighton, Shrewsbury, Shropshire. SY4 3AG

Tel: 01939 291800 / 0845 330 5122 ext 230 or 235

Fax: 01939 291250 / 0845 330 5123

e-mail: processors@organicfarmers.org.uk

website: www.organicfarmers.org.uk

For OF&G Office use only

Date application received:	Fees due: £
Total Annual Turnover of Company:	Fees paid: £
	Fees owing: £