

Organic Certification Cost Share Reimbursement Application

The USDA is authorized by Congress to provide organic certification cost share assistance to Oregon producers or handlers who have **PAID** eligible costs during the period of **Oct 1, 2016 to Sept 30, 2017** that receive certification or renew their certification from a USDA accredited certifier. Oregon producers or handlers are eligible to receive reimbursement for 75% of eligible certification fees, up to a maximum of \$750 per annual certification scope.

To apply for reimbursement, applicants must provide: • cost share application form • copy of certification certificate • itemized fee invoice marked PAID • W-9 form
 Incomplete applications will be returned.

Completed applications and all necessary documents must be submitted by **October 31, 2017**. Reimbursements will be made on a **first come first serve basis until all available funds have been disbursed**. Please allow approximately 6 weeks to receive your reimbursement.

STEP 1: Contact Details: *Contact details must match the W-9 information.*

First Name		Last Name	
Farm or Business Name			
Address			
City	State	Zip	
Telephone	Fax		
Email			

STEP 2: Name of USDA Accredited Certifying Agent

<input type="checkbox"/> Oregon Tilth, Inc. <input type="checkbox"/> Quality Assurance Intl. <input type="checkbox"/> Stellar Certification Services <input type="checkbox"/> Washington Dept of Ag. <input type="checkbox"/> Oregon Dept of Agriculture <input type="checkbox"/> Other _____
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STEP 3: Certification Scope Indicate the certification scope your eligible fees cover:

<input type="checkbox"/> crops	<input type="checkbox"/> wild crops	<input type="checkbox"/> livestock	<input type="checkbox"/> processing/handling
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STEP 4: Date and Amount of Certification Fees PAID

Date certification fees PAID		Total amount of certification fees PAID	\$
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The W-9 form must be on file in order to receive payment under the cost-share program.

STEP 5: Authorized Signature

I certify the above information is true and correct and the operation stated above received certification or paid expenses to renew organic certification during the period of Oct 1, 2016 to Sept 30, 2017 .	
Signature	Date

Mail Application and Supporting Documents to:

Organic Certification Cost Share Program
 Oregon Department of Agriculture, 1207 NW Naito Parkway, Suite 104, Portland OR 97209-2832
 Program Questions? Telephone: 503-872-6600 - Fax: 503-872-6601 Email: agmarket@oda.state.or.us

<p>For Official Use only:</p> <p>Total eligible fees paid: _____ #of scopes _____</p> <p>Multiply by 75% = _____</p> <p><input type="checkbox"/> \$750 <input type="checkbox"/> \$1,500 <input type="checkbox"/> \$2,250 <input type="checkbox"/> \$3,000 (\$750 maximum payment per scope)</p>	<p>For Official Use only: Application Approved by/date:</p> <p>_____</p> <p>_____</p> <p>Reimbursement Approved by/date: (PCA 20377 or PCA 20430)</p>
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