



**OREGON
DEPARTMENT OF
AGRICULTURE**

Unique Identification Number Registration Application

Registration Expires June 30, 2027

*Business Name _____

*Business Owner's Name _____

*Mailing Address _____

*Mailing City, State, Zip _____

*Phone No _____ Fax No _____

Cell Phone No _____ E-mail _____

*Physical Business Address _____

*Physical City, State, Zip _____

*Required Information

Unique Identification Number (UIN) Fee \$25.00

Late Penalty Fee **see back \$ _____

Total Fees Due \$ _____

- The UIN is offered as an alternative to address information for food establishments operating from a residential dwelling in the State of Oregon (see [OAR 603-025-0335](#) for details).
- A Licensed Domestic Kitchen or Exempt Cottage Food Establishment may use a physical street address instead of a UIN. The UIN is an option provided in [OAR 603-025-0325\(e\)](#).
- The use of expired or unauthorized UIN is a violation of [ORS 616.250\(1\)](#).
- Oregon's UIN was created by Oregon statute and might not be recognized by other states or federal agencies. Questions related to the regulations of other states should be directed to the respective state.
- A UIN is personal to the applicant and cannot be transferred to another person or entity.
- UIN registration is valid for a one-year term beginning July 1 and expiring on June 30 each year.
- Registration fees are not pro-rated.

Registrants

Signature _____ Date _____

Incomplete or unsigned applications will not be processed.

Payment Options on Back of form

Late Penalty Fee (Renewals Only)

The Department of Agriculture charges a penalty fee on delinquent Unique Identifier Registrations. If you do not pay your registration fee within 60 days after the registration expires, the department will charge the amount of the registration fee as a late fee. The penalty fee is assessed in addition to the registration fee.

Payment Options

FOR CHECK OR MONEY ORDER, MAIL TO:
Oregon Department of Agriculture
P.O. Box 4395, Unit 17
Portland, Oregon 97208-4395

FOR CREDIT CARD CHARGE, MAIL OR FAX TO:
Oregon Department of Agriculture
635 Capitol Street NE
Salem, Oregon 97301-2532
Secure Fax: 503.986.4746

Make checks payable to Oregon Department of Agriculture. All dishonored checks or electronic payments will incur a \$35.00 administrative fee per ORS 30.701.

For Visa, MasterCard, Discover, or American Express card charges, complete the following information:

Name of cardholder: _____ Phone: _____

Address of cardholder: _____

Email or fax receipt available for credit card payments ONLY.

Print email address or fax number: _____

Signature: _____ Total Charges: _____

Card Number: _____ Expiration Date: _____