

Oregon Toxic-Free Kids Act. ([ORS 431A.250](#))

**Form for Requesting Exemption from Notice Requirements Using a  
Manufacturing Control Program (MCP) ([OAR 333-016-2070](#))**

Name of Manufacturer (or Trade Association) Submitting MCP –

Name:

Mailing Address:

City/State/ZIP:

TIN:

Representative to be contacted about MCP –

Name:

Staff Title:

Email:

Direct Phone:

Identification of Payment Method for Non-refundable Fee of \$1500 for Exemption Request –

Choose ONE payment method (either A or B):

A. I am paying the fee here [Toxic-Free Kids Nonrefundable Exemption Request Fee](#)

by check # \_\_\_\_\_  
payable to \_\_\_\_\_  
h \_\_\_\_\_ # \_\_\_\_\_ h \_\_\_\_\_ @ \_\_\_\_\_ \ \_\_\_\_\_ @ \_\_\_\_\_  
h \_\_\_\_\_

**OR**

4. Pay fee by paper check: payable to ~~Adva~~ **Health Authority**

Enter Check Number of check mailed to Toxic-Free Kids Program here:

Mail check & a **copy of this form** (so check can be matched to emailed Exemption Request) to:

**Toxic-Free Kids Program  
PO Box 14260  
Portland, OR 97293-0405**

**Please review 'Checklist & Procedure' below to ensure the Exemption Request/MCP is correctly submitted, and that you understand the review fee structure.**

Oregon Toxic-Free Kids Act  
**Checklist and Procedure for Requesting Exemption from Notice Requirements**  
**Using a Manufacturing Control Program (MCP)**

Please ensure these four steps have been carried out:

\$1500 non-refundable fee has been paid using one of two Payment Methods (listed above).

The Exemption Request form above has been completed, including identification of the Payment Method used.

A Manufacturing Control Program (MCP), which follows [Guidance for Requesting Exemption from Notice Requirements](#), has been completed in an electronic format (PDF preferred).

The MCP and Exemption Request form have been emailed to [toxicfreekids.program@state.or.us](mailto:toxicfreekids.program@state.or.us) with the Name of Company/T.A. in subject line.

**What to Expect after Submission:**

- Upon receipt of the exemption request (i.e. MCP and application form) and correct fees, the Oregon Health Authority (the Authority) will, within three business days, acknowledge receipt of exemption request to the contact email address listed on the form. The Authority must approve or deny an exemption request within 180 days of receipt. See [OAR 333-016-2070 Exemptions from Notice Requirements](#) for additional rules relating to Exemption Request/MCP (p.5).
- **The exemption request will not be considered complete unless the Authority receives appropriate fees, as listed in statute.**
- The applicant submitting the Exemption Request/MCP will be invoiced for review services provided by toxicology consultants. They will be utilized by the Authority to review MCPs (and provide recommendations). This is separate from the \$1500 non-refundable Exemption Request fee. An accounting of the time spent reviewing a submitted MCP by the consultant will be provided together with the fee invoice. Any decision by OHA regarding the MCP will be included with fee invoice.
- A 2017 statute ([HB 5027](#)) sets Exemption Request fee at \$1500, and the fee to review the accompanying MCPs at \$200 per hour.

Questions? Please contact the Authority's Toxic-Free Kids Program at  
[toxicfreekids.program@state.or.us](mailto:toxicfreekids.program@state.or.us) or 971-673-0977