



NEW APPLICATION FOR ORGANIC CERTIFICATION – PRODUCERS

To meet your certification needs, submit your complete application at least 3-1/2 months before the harvest of the first crop you wish to market as “organic” or “transitional”.

Tip! Keep a copy of your new applicant certification forms for your records and have them available during announced inspections. Your inspection will evaluate your operation’s practices in accordance with the USDA organic regulation and compared to the information you have submitted to our office.

Send Application Forms and Fee To: Washington State Dept of Agriculture Organic Food Program
 PO Box 42591, Olympia WA 98504-2591

Part 1 – Contact Information		
WSDA Organic Certification Number:	Unified Business Identifier (UBI) Number:	County of Physical Location:
Business Name:		
Contact Name (Person to whom correspondence will be addressed):		Title:

Mailing Address (Address will appear on organic certificate):		
City:	State:	Zip Code:

Physical Address (Location where inspector will meet you. It will not appear on your organic certificate):		
City:	State:	Zip Code:

Primary Phone Number:	Alternate Phone Number:
Fax Number:	Email Address:
Website:	

Person Overseeing Organic Production:	Title:
Farm Manager Name (If different from above):	Title:
Additional person(s) who help maintain production or financial records (family, accountant, bookkeeper):	Title:

Do you want a Spanish / English translator at your organic inspection? Yes No
 Do you work with a crop consultant or farm advisor? Yes No

If yes, provide your consultant’s name and contact information:

Tip! Persons responsible for organic production and farm records must be available during all scheduled inspections.



Part 2 – Farm Overview

1. Check all types of production and activities that apply to your farm this year:

	Organic	Transitioning to Organic	Non-Organic – Non- Certified
Crop Production			
Apples	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Berries	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Grains & Dry Beans	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Grapes	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Hay/Silage	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Herbs	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Nuts	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Pasture (actively grazed)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Pears	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Stone Fruit	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Vegetable	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Fallow Rotation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other crop type (please specify):	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Livestock Production			
Poultry	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Swine	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Beef Cattle	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Dairy Cattle	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other Livestock (please specify):	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other			
Value-Added Products	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Crop Storage	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Packing or storage of other farm's crops	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Tip! To avoid post inspection follow up, provide accurate information and notify us when your cropping plan changes. Failure to immediately notify the WSDA Olympia office of changes to a site's organic status will result in compliance action.



Part 3 – Market Overview

1. This year, what will be the first harvested crop you wish to market as organic or transitional? _____
2. What is the estimated harvest date for this first crop? _____
3. Check all marketing venues you will use to sell organic crops produced on your farm this year.

<input type="checkbox"/> Farmers Markets	<input type="checkbox"/> Internet Sales	<input type="checkbox"/> Processing
<input type="checkbox"/> Farm Stand	<input type="checkbox"/> Direct to Restaurants	<input type="checkbox"/> Wholesale Markets
<input type="checkbox"/> U-Pick	<input type="checkbox"/> Direct to Retail Stores	<input type="checkbox"/> Other (please specify):
<input type="checkbox"/> Community Supported Agriculture		

Part 4 – International Market Requirements

1. **European Union:** Have you used **antibiotics** on any organic apples and/or pears in the last 36 months (as of 10/21/14 antibiotics are prohibited under the USDA Organic Regulation)? Yes No
 - 1a. If yes, to which sites, locations, and varieties were they applied?
2. **Canada:** Have you used a fertility input material that contains sodium nitrate on an organic crop in the last 12 months? Yes No
 - 2a. If yes, to which sites, locations, and varieties were they applied?

Tip! Refer to the International Organic Market page of our website for full details on the requirements to export organic products to the European Union or Canada.

Part 5 – Initial Certification

1. Do you have a copy of and have you reviewed the USDA organic regulations? Yes No
2. Have you previously applied for organic certification? Yes No
 - 2a. If yes, list the certification agency and date of the initial application:
3. Did your application result in certification? Yes No
 - 3a. If no, what prevented you from achieving certification?

<input type="checkbox"/> Withdrew application before process was completed.
<input type="checkbox"/> Denied certification because did not meet requirements.*
<input type="checkbox"/> Other:

*Attach a copy of the Notice of Denial along with details of how you have now resolved the issue that led to the notice.

- 3b. If yes, attach a copy of the organic certificate and note when you were certified (month / day / year)?
- 3c. If previously or currently certified, were you issued a Notice of Noncompliance or Notice of Proposed Suspension that you have not resolved? Yes No

If yes, attach a copy of the outstanding Notice of Noncompliance or Notice of Proposed Suspension along with details of how you have now resolved, or propose to resolve, the issue that led to the notice.



Part 6 – Organic System Plan Forms

The USDA organic standards require operations seeking certification to develop an Organic System Plan detailing how organic products are produced. This plan is an agreement between the operation and the certifying agent on how organic products will be grown and handled.

Your farm activities, and the products you wish to sell, label, or represent as “organic” or “transitional” will determine which Organic System Plan(s) you need to complete. Use the below table to determine which form(s) to download from our website or contact our office for assistance.

You may need to complete more than one Organic System Plan form!

Organic System Plan (OSP) Forms

Check all and complete each form that is applicable to your operation

- Crop Producer (AGR 2121) – For operations growing crops
- Feed and Forage Producer (AGR 2503) – For operations that grow only hay and pasture
- Livestock Producer (AGR 2254) – For operations raising livestock *
- Fungi Producer (AGR 2540) – For operations growing mushrooms or other fungus products
- Wild Harvest Addendum (AGR 2550) – For operations wild harvesting crops: Must be accompanied with a Crop Producer OSP

* Either the Crop OSP or the Feed and Forage OSP must be completed along with the Livestock OSP to cover the pasture and/or feed grown for your livestock.

Tip! A Site Application form and map must be completed for each new site you wish to certify. Refer to these forms for more information on how sites are determined and the requirements for land to be certified to produce “organic” or “transitional” crops.

Are you processing crops and ingredients into value added products?

Contact our office to determine if your process requires separate Organic Processor certification.