



Material Registration Program - Request for Expedited Evaluation

Date:	
Name:	Company:
Name of Product(s):	
Address:	
City, State, Zip:	
Email address:	
Phone:	Fax:

The Washington State Department of Agriculture (WSDA) Organic Food Program is committed to providing professional and timely registration services to all applicants. The normal registration process can take several months, so we recommend that you allow for a 90 day review period when you submit your application. To accommodate requests for evaluations on short notice, we are able to provide expedited service upon request and approval.

TERMS

If accepted, expedited evaluations are completed within two weeks of acceptance. Expedited evaluations are billed at \$40.00/hour plus travel expenses (if required). **The minimum fee for expedited services is \$160.00 (4 hours).** Requests for expedited evaluations do not guarantee registration or approval of your application. Requests for expedited evaluations will only be accepted if sufficient resources are available and all needed documentation has been received and is complete.

Expedited evaluation fees will be billed upon final review of the application.

EXPEDITED EVALUATION

I request the WSDA Organic Food Program to expedite the evaluation of my application.

TO BE SIGNED BY AN AUTHORIZED REPRESENTATIVE OF THE COMPANY:

Company

Signature

Date

Print Name

SEND REQUEST TO Washington State Dept of Agriculture PO Box 42560, Olympia, WA 98504-2560 FAX (360) 902-2087 or email: organic@agr.wa.gov	FOR OFFICE USE ONLY <input type="checkbox"/> Accept <input type="checkbox"/> Deny Date: _____
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Please indicate "Expedite Request" in the subject line of email or cover page of fax.