



2018 Certification Fee Determination Form

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 Mail to VOF, PO Box 697, Richmond, VT 05477
 Please make checks payable to NOFA-VT

All applicants should determine their fee based on their anticipated gross sales or services of certified organic product for the calendar year (Jan-Dec). This is confidential information, used only to determine your certification fee. Please refer to the fee schedule below to determine your 2018 certification fee.

- A. Gross sales of **all** certified organic products for 2017 (calendar year Jan-Dec): \$ _____
- B. Anticipated gross sales of **all** certified organic product for 2018 (calendar year Jan-Dec): \$ _____
- C. How did you determine this figure? (i.e. Schedule F, estimate, etc.) _____

Please have this documentation available for your inspection or upon request by the VOF office.

The 2018 Fee Schedule is as follows:

All producers pay a base fee of \$500 plus a percentage of gross organic sales/services based on their projected gross sales for the calendar year. Please note: the maximum fee is \$15,000.

To determine your 2018 fee:

1. Multiply your anticipated gross sales/services by the multiplier associated with its range (see table below)
2. Add the \$500 base fee

Range of anticipated gross sales/services	Your anticipated gross sales/service (Line B above)	Multiplier Rate	Base Fee
Up to \$14,999		0 (0.000%)	\$500
\$15,000-\$99,999		0.004 (0.400%)	\$500
\$100,000-\$499,999		0.0033 (0.330%)	\$500
\$500,000-\$999,999		0.0025 (0.250%)	\$500
\$1,000,000-\$2,999,999		0.00175 (0.175%)	\$500
\$3,000,000-\$15,000,000		0.001 (0.100%)	\$500

Example: \$50,000 (gross sales from line B above) * **.004** (multiplier rate) + **\$500** (base fee) = **\$700** (total certification fee)

2018 Certification fee: (as determined above, not to exceed \$15,000) \$ _____

Late fee (\$75)*: \$ _____

Supplemental fee (\$300):** \$ _____

100% Grass Fed Certification Fee (\$150)*:** \$ _____

TOTAL CERTIFICATION FEE DUE FOR 2018: \$ _____

* **Late fee:** A late fee of **\$75** will be charged for any application submitted after the application due date.

****Supplemental fee:** A supplemental certification fee will be charged for any applicant who requires additional work by the Review Committee or Inspector. Conditions that may require a supplemental fee are as follows: an inspection that requires multiple or additional visits; an additional audit trail review of a farm or processing application; out of state travel; or inspection of a farmer/processor whose facilities are in different locations. The supplemental fee is **\$300.00** to cover the inspector's salary and administrative costs.

Office Use Only	Date Posted:
Gross Sales: _____	Check #: _____
Total Cert Fee: _____	Amount: _____
Cert Pmt: _____	Member Pmt: _____

Business Name: _____
 Producer Name(s): _____
 Year: _____

*****100% Grass Fed Certification Fee:** If you are requesting Grass Fed Certification through VOF this year, please add an additional \$150 to your fee total to cover administrative and inspection costs associated with obtaining Grass Fed Certification.

IMPORTANT:

All Applicants: A minimum payment of half of the total certification fees due must be submitted with the application. If the required minimum payment is not submitted the application will be considered incomplete and may result in suspension or denial of your certification.

Continuing Applicants: If payment is not submitted in full with the application, applicants will have 120 days from the due date of the application until the balance of certification fees is due. If the balance of certification fees due is not paid in the timeframe stated above it may result in suspension of your certification.

New Applicants: If payment is not submitted in full with the application, any remaining balance is due within 120 days from the date of application submission **or** by the end of the calendar year, **whichever is sooner**. If the balance of certification fees due is not paid in the timeframe stated above it may result in suspension of your certification.

TOTAL AMOUNT ENCLOSED TO BE APPLIED TOWARD CERTIFICATION FEES: \$ _____

NOTE: You may choose to renew/request NOFA-VT membership. If you would like to do so, please ensure that the total amount due for NOFA-VT membership is paid *in addition* to your certification fee due.

NOFA-VT MEMBERSHIP (optional) For more information regarding member benefits, go to www.nofavt.org/join

Would you like to renew your membership or join NOFA-VT? Yes No

Low-Income/Student/Senior	\$25	1 adult receives discounts at workshops/events
Individual	\$40	1 adult receives discounts at workshops/events
Family	\$55	2 adults and children receive discounts at workshops/events
Farm	\$65	4 adults/farm workers/interns receive discounts at workshops/events
Business & Organization Partner	\$100	4 employees receive discounts at workshops/events
Friend of NOFA	\$250	4 friends receive discounts at workshops/events

NOFA-VT Membership fee for 2018 \$ _____

TOTAL COMBINED FEES FOR 2018 (sum of certification fees and NOFA-VT membership) \$ _____

TOTAL AMOUNT ENCLOSED: \$ _____

*This amount should include the VOF certification fee due **plus** NOFA-VT membership fees.*

CERTIFICATION COST SHARE PROGRAM: The Agricultural Marketing Service Organic Certification Cost Share Programs are offered in 2018 to all certified organic producers. Organic operations may be reimbursed for up to 75% of eligible certification costs; not to exceed \$750 per certification scope. Reimbursement applications will be provided to all producers whose certification fees are paid in full, beginning in June 2018. Funds are limited and producers will be reimbursed on a first come, first served basis. Pay your fee in full now for the best chance to receive reimbursement funds!