



Maryland Department of Agriculture

Organic Certification Program

50 Harry S. Truman Parkway, Suite 449

Annapolis, MD 21401

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Email: organic.certification@maryland.gov

Organic Certification Application Instructions

Follow the instructions below to apply for organic certification with MDA. Submit the required application forms for each certification scope you are requesting certification (all applications must include the crops scope):

- Crops
- Wild Crops
- Livestock
- On-Farm Processor/Handler.

How to Apply for Organic Certification

- 1) **Develop and Implement an Organic System Plan (OSP).** The OSP is the basis of organic certification. Your OSP describes how your farming practices will meet National Organic Program (NOP) standards.
- 2) **Complete the Organic Certification Application Forms.** The application forms will help guide development of your OSP. Be as detailed as possible. Use the table below to determine which forms apply to your operation.
- 3) **Submit your Organic Certification Application Forms.** Refer to submittal details on page 2.
- 4) **Pay Organic Certification Fees.** Refer to payment details on page 2.

How to Fill out the Forms

You may complete organic certification application forms:

Electronically. Use the fillable Microsoft Word forms (Microsoft Word required).

By Hand. Use the printable PDF application packets.

How to Determine Which Forms to Submit

Crop and Pasture Application (Including Wild Crops)	
If the following applies to your operation...	Complete these forms...
I am requesting organic certification for crop and/or pasture production	<ul style="list-style-type: none"> • Crop and Pasture OSP • Organic Fraud Prevention Plan • Organic Certification Remittance Form • Organic Certification Application Affirmation and Signature
I will use seeds, seedlings, or planting stock to produce crops	<ul style="list-style-type: none"> • Crop Appendix A Seeds, Seedlings, Planting Stock
I plan to use organically approved material inputs (<i>fertilizers, pest management products, cleaners/sanitizers, etc.</i>)	<ul style="list-style-type: none"> • Crop Appendix B Material Inputs List
I produce organic crops in the ground (<i>fields, beds, etc.</i>)	<ul style="list-style-type: none"> • Crop Appendix C Field and Crop Information • Field History Sheet – New Fields (<i>if you have managed the land at any time in the past 3 years</i>) • Land Use Affidavit (<i>if someone else has managed the land at any time in the past 3 years</i>)
I produce crops to harvest/maturity in containers (<i>nursery stock, hydroponic, etc.</i>)	<ul style="list-style-type: none"> • Crop Appendix D Container Production
My fields do not require buffers because neighboring land is managed organically	<ul style="list-style-type: none"> • Adjoining Land Use Verification
I am requesting organic certification of wild crops	<ul style="list-style-type: none"> • Wild Crop OSP

I plan to export certified organic products to certain foreign markets	• Foreign Market Organic Equivalence Arrangement Verification Request
Livestock Application	
If the following applies to your operation...	Complete these forms...
I am requesting organic certification for livestock production	• Livestock OSP
I raise ruminant livestock.	• Livestock Appendix A DMI Calculation Worksheet • Livestock Appendix C Ruminant Herd List
I plan to use organically approved material inputs (<i>feed additives/supplements, medicines, sanitizers, pest control products, etc.</i>)	• Livestock Appendix B Material Inputs List
My livestock graze or are custom managed at another certified organic operation	• Livestock Custom Grazing and Management Affidavit
I have or will purchase certified organic livestock from another operation	• Livestock Transaction Record (<i>complete and keep in your records when transactions occur</i>)
I use a 3 rd party to conduct transportation of certified organic livestock	• Animal Transport Affidavit (<i>complete and keep in your records when transport occurs</i>)
On-Farm Processor/Handler Application	
If the following applies to your operation...	Complete these forms...
I am requesting organic certification for processing or handling agricultural products (<i>processing/handling activities must occur on-farm and include products produced on-farm</i>)	• On-Farm Processor Handler OSP • Processor Handler Appendix A Products List • Processor Handler Appendix C Ingredients List
I plan to use organically approved materials inputs (<i>cleaners, sanitizers, facility pest management products, water treatments, etc.</i>)	• Processor Handler Appendix B Material Inputs List
I plan to process multi-ingredient products to be sold, labeled, or represented as organic	• Organic Product Profile Multi-ingredient (one form for each product)

How to Submit Your Application

For forms completed electronically

Email all completed Microsoft Word documents to organic.certification@maryland.gov.

(You may email the signed Affirmation and Signature page as a scanned attachment or mail it separately).

For forms completed by hand

1) Scan and submit via email to organic.certification@maryland.gov or

2) Mail to:

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How to Pay Organic Certification Renewal Fees

Submit organic certification fees (**\$500**) by check or money order, made out to Maryland Department of Agriculture. MDA will begin reviewing your application once payment is received. Payment is non-refundable after an inspection is conducted.

Mail payments and remittance forms **to the appropriate address listed on the Remittance Form.**