



Maryland Department of Agriculture Food Quality Assurance Program  
P.O. Box 17304 Baltimore, Maryland 21297-1304 Phone: 410-841-5769

**Annual Fee: \$500 Non Refundable after Inspection is Conducted**

### MDA Organic Certification Remittance Form

**Send this form with your check or money order to:**

**Via USPS:** Maryland Department of Agriculture  
P.O. Box 17304 Baltimore, Maryland 21297-1304

**Other Carriers:** First Data/Remitco Attn: Maryland Department of Agriculture,  
Lockbox (17304) 7175 Columbia Gateway Drive, Columbia, MD 21046-2534

PCA 23403 OBJ 6801

Date Recd \_\_\_\_\_

Amount Recd \_\_\_\_\_

Representative Name and Title		Operation Name	
Name of Payee (Must be same as person or business paying certification fees and match the social security or tax identification number listed below )			
Owner Name (If different from representative or payee)			
Date of Application Submission		SSN or Tax ID Number for Payee (required if reimbursement is requested)	
Organic Scopes for Certification and Date of Most Recent Completion: Crop Date completed: _____ Livestock Date completed: _____ Processing Date completed: _____			
<p><b>Application and Remittance Form Affirmation:</b> I affirm that all statements made in this application are true and correct. I understand that the operation may be subject to unannounced inspection and/or sampling for residues at any time as deemed appropriate to ensure compliance with the Organic Foods Production Act of 1990, the National Organic Program Rule and other applicable standards or requirements. I agree to pay all costs and fees associated with this program. I understand that I must notify the MDA Organic Certification program if I intend to make modifications to products, processes or systems which could affect the compliance of the product with the requirements of the applicable standards or regulations and cannot sell or distribute the affected products until approval is received from the MDA Organic Certification Program.</p> <p>I understand:</p> <ol style="list-style-type: none"><li>1. If I (a) knowingly sell or label a product as organic, except in accordance with the National Organic Program, I shall be subject to a civil penalty of not more than \$10,000 per violation; (b) make a false statement under the Act to the Secretary, a governing State official, or an accredited certifying agent, I shall be subject to the provisions of section 1001 of Title 18, United States Code.</li><li>2. Except for operations exempt or excluded in the NOP §205.101, each production or handling operation or specified portion of a production or handling operation that produces or handles crops, livestock, livestock products, or other agricultural products that are intended to be sold, labeled, or represented as "100 percent organic," "organic," or "made with organic (specified ingredients or food group(s))" must be certified according to the provisions of subpart E of the NOP and must meet all other applicable requirement of this part and submission of this plan in no way implies granting or continuation of certification by the MDA Organic Certification Program.</li><li>3. I am required to surrender my certificate and can no longer sell or label products as certified by the MDA if: I withdraw from the program; my certification is not continued for failure to submit an annual update or fees; or any other reason in accordance with the NOP.</li><li>4. My operation must be inspected annually to continue certification and the inspection must be conducted within 30 days of the first notification from the Maryland Department of Agriculture to schedule the inspection. Notification may be made by letter, phone call or email. Failure to respond to the notification or be available for inspection may result in the issuance of a noncompliance.</li><li>5. The USDA National Organic Program requires MDA to conduct unannounced inspections for a minimum of 5% of the MDA certified operations annually. MDA conducts unannounced inspections at their discretion and that I may be subject to an unannounced inspection at any time throughout the year. Failure to be available for an unannounced inspection may result in the issuance of a noncompliance.</li></ol>			
_____ Representative Signature		_____ Date	
<p>The Agricultural Management Assistance Program authorized under the Federal Crop Insurance Act provides for reimbursement of organic certification costs. Producers and handlers certified by USDA accredited certifiers are eligible to receive reimbursement for 75% of certification fees, up to a maximum of \$750.</p> <p>I do wish to receive reimbursement <input type="checkbox"/> I do not wish to receive reimbursement <input type="checkbox"/></p> <p><b>Calculate your reimbursement:</b> Example: If your certification costs were \$500, you will receive 75% reimbursement, which would be \$375.00. If your certification costs were \$1,500, 75% would equal \$1,125 you will receive \$750.00, as that is the maximum you may be reimbursed.</p>			
<b>Certification Fees Paid</b> = \$ _____		<b>X 75% (0.75) = \$ _____</b> (Maximum \$750.00)	
<p><b>Administrative Use Only:</b></p> <p><b>Date Application Received:</b> _____ <b>Amount of reimbursement issued: \$</b> _____</p> <p><b>Date Payment Received:</b> _____ <b>Check #:</b> _____ <b>Check Amount: \$</b> _____</p> <p><b>Action Taken:</b></p> <p><b>Approved</b> <b>Denied</b> <b>By:</b> _____ <b>Date of Action:</b> _____ <b>Date Payment Processed:</b> _____</p>			