|  |  |  |  |
| --- | --- | --- | --- |
| **Operation Name:** |  | **Date:** |  |

## Complete this form if you are paid for providing processing or handling services for organic product that you do not own or take title to.

## If your operation performs organic services only, contact CCOF for further information before completing this form. Your operation may be eligible for an Attestation of Compliance as opposed to an Organic Product Certificate.

## General Information

1. Describe specific services for which you wish to be certified (e.g. nut hulling, storage, cooling):

|  |
| --- |
|  |

1. Does your service include formulating or processing multi-ingredient products?

[ ]  Yes. Stop, do not complete this form. Complete [**H2.0 COR Organic Products**](https://www.ccof.org/documents/h20-organic-products-canada), [**COR Product Application**](https://www.ccof.org/documents/product-application-canada), [**H2.0A COR Ingredient Suppliers**](https://www.ccof.org/documents/h20a-ingredient-suppliers-canada) and [**H2.0B COR Product Formulation**](https://www.ccof.org/documents/h20b-product-formulation-sheet-canada).

[ ]  No. Complete this form.

## Product(s)

* 1. List all sanitizers, processing aids, packaging aids and other **nonagricultural** materials that come into contact with organic products on your [**COR Handler Materials Application (OSP Materials List)**](https://www.ccof.org/documents/handler-materials-application-osp-materials-list-canada).

[ ]  Attached [ ]  Not applicable, no materials used.

* 1. Do you purchase or supply ingredients as part of your service?

[ ]  Yes [ ]  No [ ]  Sometimes

If sometimes, please explain:

|  |
| --- |
|  |

If yes or sometimes, complete [**H2.0 COR Organic Products**](https://www.ccof.org/documents/h20-organic-products-canada), and skip to question 3.

If No, how do you verify that incoming customer products are certified organic?

*Your inspector will verify that you maintain current organic certificates for your customers on site.*

 [ ]  Request a current organic certificate annually and keep on file.

 [ ]  Request a current organic certificate with each incoming shipment and keep on file.

|  |  |
| --- | --- |
| [ ]  Other (describe):  |  |

* 1. Do you package or label products?

[ ]  Yes [ ]  No [ ]  Sometimes

If sometimes, please explain:

|  |
| --- |
|  |

If Yes or sometimes, complete the [**COR Product Application**](https://www.ccof.org/documents/product-application-canada)and attach label(s). [ ]  Attached

***Note*** – If your operation solely packages and/or labels product that you do not own for others, you may be eligible for an Organic Packaging and Labeling Certificate as opposed to an Organic Product Certificate. Contact CCOF for details.

## Storage Facilities

1. If off-site facilities are used to store organic ingredients or products while **unsealed** or in **permeable** **packaging**, complete this table, or provide an attachment with this information. [ ]  Not applicable [ ]  Attached

|  |  |  |
| --- | --- | --- |
| **Storage Facility Name & Location** | **Ingredients/Products Stored** | **Documentation** |
|  |  | *[ ]  OC\* [ ]  SFA\*\** |
|  |  | *[ ]  OC\* [ ]  SFA\*\** |

\*Attach the Organic Certificate (OC) for each certified storage facility listed above.

\*\*For any non-certified facilities listed above, attach a [**COR Storage Facility Affidavit**](https://www.ccof.org/documents/cor-storage-facility-affidavit) (SFA).