



CCOF

Advancing organic agriculture through certification, education, advocacy, and promotion.

Rush Review Request

Use this form to request a Rush Review of an update to your Organic System Plan (OSP), such as a new label, product, supplier, or input material. This form is NOT required for all OSP updates, only for Rush service.

- **Rush Review does not guarantee approval of your update.** Submit complete and accurate information.
- CCOF may require additional information to approve your update. If you would like additional information reviewed by a guaranteed date, new Rush Review fees will apply, and a new Rush Review Request form must be submitted.
- Rush Review fees are billed **PER EACH ITEM** (per label, product, or input material). You may submit multiple items with a single Rush Request form.

For a faster review of additional acreage or a new facility/equipment, you can enroll in CCOF's Expedited Program using the Expedited Program Application form available at: www.ccof.org/documents.

1) **Operation Name:** _____ **Client Code:** _____

2) I need my update reviewed within:

- 2 business days** – \$400 **per each item** additional Rush Review fee.* *If you request a 2 day review and CCOF is unable to respond to your update within two days, you will only be billed the 5 day review fee.*
- 5 business days** – \$200 **per each item** additional Rush Review fee.* *If you request a 5 day review and CCOF is unable to respond to your update within five days, you will not be billed.*
- I have a discount code: _____

*Fee is in addition to regular fees for updates per the CCOF Certification Services Program Manual. Requests will be reviewed within 2 or 5 business days after receipt. Requests submitted after 5pm will be received the next business day.

3) My update is a:	I have attached the following:
<input type="checkbox"/> New label for current product(s):	<input type="checkbox"/> Label(s)
<input type="checkbox"/> New product or change to current product:	<input type="checkbox"/> Handler Application – Product Information <input type="checkbox"/> H2.0 A/B Organic Products Forms <input type="checkbox"/> Label(s) <input type="checkbox"/> Supplier Organic Certificates <input type="checkbox"/> Supporting Documents
<input type="checkbox"/> New label I pack for someone else:	<input type="checkbox"/> Label(s) <input type="checkbox"/> H2.6 Private Label Co-packer Form <input type="checkbox"/> Label Owner Organic Certificate
<input type="checkbox"/> New material/input:	<input type="checkbox"/> Material Review Request Form <input type="checkbox"/> Supporting Documents
<input type="checkbox"/> Parcel Change/Withdrawal/Transfer:	<input type="checkbox"/> Parcel Withdrawal Form <input type="checkbox"/> Parcel Transfer Form
<input type="checkbox"/> Response to Action Item #:	<input type="checkbox"/> Requested documents
<input type="checkbox"/> Other update:	<input type="checkbox"/> Revised OSP Sections <input type="checkbox"/> Supporting Documents
<input type="checkbox"/> Previously submitted item, sent on: _____	

Commonly used forms and OSP documents are available at: www.ccof.org/documents

4) Keep a copy of the above documents in your OSP. Send this form with all associated documents to inbox@ccof.org