

Transaction Certificate Request

Step 1: Check your CCOF Client Profile to ensure your product(s) is approved for your export market.

Step 2: Complete section B mailing details below (ONLY required for Taiwan).

Step 3: Answer section C questions if exporting to Korea, the UK, EU or Taiwan.

Step 4: Use the instructions on the last page of this packet and send completed packet to <u>export@ccof.org</u>. Allow at least 5 business days for processing.

A. Rush Services (Optional) To request a rush review of this Transaction Certificate, indicate whether you would like a Same-Day or Two-Day Rush below by writing RUSH in the subject line of your email. Ensure that all information is complete and accurate. Rush Review does not guarantee approval of your request. CCOF may require additional information to approve your request. If you want additional information reviewed by a guaranteed date, new rush review fees may apply.

Same-Day Processing: additional \$100 per certificate (Transaction Certificate baseline rates still apply)

Request must be submitted before 12:00 PM PT to be processed by 5:00 PM PT same day. If CCOF is unable to respond to your request the same day, you will only be billed the 2-day rush processing fee

Two Business Day Processing: additional \$50 per certificate (Transaction Certificate baseline rates still apply)

Request must be submitted before 5:00 PM PT to be processed by 5:00 PM PT two business days later. If CCOF is unable to respond to your request the same day, you will not be billed a rush processing fee.

B. Mailing Details: Where do you want CCOF to send the original certificate?

to confirm the product details listed in box 13 of the COI are declared as organic on the sales records and the lot number(s) weight(s) match.		Contact Name:
Phone Number: 1) How would you like the original certificate delivered? 1 USPS \$5 Domestic Only DHL or FedEx \$5 plus carrier fee No P.O. Boxes 1 Use my DHL #: 1 Use my FedEx #: 1 Use CCOF's account and invoice my operation C. Required Market Questions: 1) Korea a) Date of departure from the US: b) Date of arrival in Korea: 2) United Kingdom (UK) a) Provide a shipping record to confirm shipment date from the port of departure. b) Email address of UK Port Health Authority (PHA) or Local Authority (LA): Shipment date as shown on supporting records: Booking/Shipping Confirmation (known as Loading Advice in draft version), or Draft Air/Sea Waybill, or, Dock Receipt 3) European Union (EU) a) Ensure you have uploaded the required sales/shipping record to TRACES to confirm shipment departure date from the USA to confirm the product details listed in box 13 of the COI are declared as organic on the sales records and the lot number(s) weight(s) match.		Company Name:
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to confirm the product details listed in box 13 of the COI are declared as organic on the sales records and the lot number(s) weight(s) match.	3)	European Union (EU)
GM416 V3 7/15/25		to confirm the product details listed in box 13 of the COI are declared as organic on the sales records and the lot number(s) and
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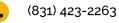
4) Taiwan

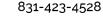
- a) Does your export to Taiwan go through a Canadian port?
 Yes No
- b) If you answered yes to 3a, does your organic product undergo any further processing, handling, or labeling while in Canada?
 Yes No

D. Important Notes:

- 1) CCOF strives to process your request within 5 business days.
- 2) To inquire on the status, call or email <u>export@ccof.org</u>. Do not re-send the original request.
- 3) Certificates and reissues are billed per the CCOF Certificates Services Manual Bills are sent to the CCOF certified client.

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Number:						
			5. Date of is	ssue:		
orting Country: N			6. Exporting Country: CANADA		7. Certificate Number:	
ne of Importer & Address:			8. Name of Certification Body & Address: CCOF Certification Services, LLC 877 Cedar Street, Suite 248 Santa Cruz, CA 95060 USA www.ccof.org 9. Name of Certified Operator & Address:			
10. Name of Product	11. Lot Number	Spec	cification	13. Quantity	14. Total Net Weight kg	15. Additional Remarks (if any)
		k			kg	
			kg		kg	
			kg		kg	
			kg		kg	
			kg		kg	
			kg		kg	
7			kg		kg	
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Standards:

This certification is based on compliance with the CAN/CGSB 32.311 - Organic Production Systems: Permitted Substances Lists / CAN/CGSB 32.310 - Organic Production Systems: General Principles and Management Standards, and/or CAN/CGSB 32.312 - Organic Production Systems: Aquaculture - General principles, management standards and permitted substances lists under Part 13 of the Safe Food for Canadians Regulations.

Declaration: This certificate confirms that the products specified above have been certified by a Canadian Food Inspection Agency (CFIA) accredited Certification Body and have been found to meet all applicable requirements of the *Safe Food for Canadian Regulations* and the terms of the Canada/Taiwan Organic Equivalency Arrangement.

16. Printed Name, Signature of Authorized Person and CCOF stamp:



	Section		NOP Transaction Certificate (export from the US)				
Product I	Details Table		Indicate product(s) being shipped, including their status (e.g. 100% organic tomato paste) & describe quantity shipped in kg, crop years, and lot numbers involved				
Buyer/Company			Name and address of the buyer				
Country	of Destination		Name of the destination country				
Date of Transaction and Sold by			Date of product sale, Name of seller (CCOF client)				
Section	EU/Swiss Certificate of Inspection (COI) processed in TRACES and GB COI for export to the UK						
1	Choose appropri	ate coo	he based on location of exporter: US: US-ORG-006, Mexico: MX-BIO-105, Canada: CA-ORG-003				
4	Name and addre	ss of o	perator performing the last operation of preparing and sealing products in packages for shipping				
5-6	Operator who pro	oduced	or processed the product. Name and address of Control Body who certifies the producer.				
7-8	Country where p	roduct	was last handled. Country product exported from.				
9-10	Initial destination	countr	y/ customs point. Country of final destination.				
11-12	Name and addre	ss of tł	ne importer. Name and address of the first consignee (often the importer).				
13-16	CN code of the product: Trade name (name of the product as labeled e.g. Organic Shelled Almonds). Lot number(s). Total packages. Net Weight in kg of total shipment. Gross weight in kg of total shipment including packaging.						
14-15			onal). Seal number (optional).				
17	Mode (airplane,	vessel)	. Identification (flight number, ship name). Other transport documentation.				
	Section		Japan or Taiwan TM-11 Export Certificates				
Exported	-		e and address of the exporter				
Consigne		Name and address of the importer					
Product I	Exported from	Name and address of customs port					
Total Ma	rked Net Weight	t Total mass of the product(s) being shipped in kg.					
Total Co	ntainers		number of shipping containers used				
Product I	Details each		ate product (as labeled), lot numbers, the weight (kg) of each lot number, the number of packages in lot, shipping marks (such as container number) and producer (last certified operation to handle the uct. Often the exporter)				
Section			CFIA Taiwan Certificate for Transactions of Organic Products				
1	The unique certificate number assigned to the export certificate by the Certification Body.						
3-4	Name and address of first operation to receive shipment in Taiwan. Name and address of Canadian exporter or seller.						
5	5 Issuance date of this document (to be filled by the issuing certification body). Dating format is YYYY/MM/DD, for example 2020 will be written as 2020/06/09						
9	9 Operator who handled organic food products at the final step before exporting, as indicated on the organic certificate.						
10	Generic name used to refer to the indicated product.						
11-15	Lot number. Minimum unit weight (kg) in which the product is sold at market. Total units of the indicated product. Total net weight (volume in kg) of the indicated product (box 12 x box 13). Other comments.						
Section	Korean NAQS Export Certificates						
3 10 Digit NOP ID of final manufacturer							
5	Name and address of the exporter						
6-7	Name and address of the first consignee (often the importer). Name and address of the importer						
8-9							
10-13		•	beled), 11: HS code (get from your importer), 12: net weight of the shipment in kg, ch as container number)				
14	Name and addre	ss of fi	nal handler (last certified operation to handle the product. Often the exporter)				
15	Certifying body o	f opera	ation listed in box 14				

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