

## Baystate Organic Certifiers 2018 Fee Schedule

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### **In General**

Unlike many other certifying agents, for operations in our core certification area, Baystate Organic Certifiers charges one all-inclusive application fee that combines the certification fee and the cost of the annual certification inspection. For operations based outside of our core area, Baystate Organic Certifiers does charge additional inspection costs. See below for an explanation of those charges.

Our core certification area consists of the following states: CT, DE, IN, MA, MD, ME, NC, NH, NY, NJ, OH, PA, RI, VA, VT, WV.

### **Application Fees**

All operations must pay an annual fee (listed as Certification Fee below) based on the actual and projected gross value of the certified products produced, handled, co-packed, repacked, or represented as organic by the operation. The gross value of a product is the value of the certified product to the farm or processor (either the wholesale or retail organic price whichever is applicable), even if sold to a non-organic market. Contact our office if you have questions about calculating the gross value of your products.

<b>Gross Value of Organic Products</b>	<b>Certification Fee (Pay this amount)</b>	<b>Fee after Cost Share Reimbursement</b>
\$0 or more, but less than \$5,000	\$330	\$82.50
at least \$5,000, less than \$10,000	\$390	\$97.50
at least \$10,000, less than \$20,000	\$440	\$110
at least \$20,000, less than \$30,000	\$580	\$145
at least \$30,000, less than \$40,000	\$700	\$175
at least \$40,000, less than \$50,000	\$800	\$200
at least \$50,000, less than \$75,000	\$900	\$225
at least \$75,000, less than \$100,000	\$1100	\$350
at least \$100,000, less than \$200,000	\$1500	\$750
at least \$200,000, less than \$300,000	\$1750	\$1000
at least \$300,000, less than \$500,000	\$2000	\$1250
at least \$500,000, less than \$750,000	\$2300	\$1550
at least \$750,000, less than \$1,000,000	\$2800	\$2050
at least \$1,000,000, less than \$1,500,000	\$3300	\$2550
at least \$1,500,000, less than \$2,000,000	\$3800	\$3050
at least \$2,000,000, less than \$2,500,000	\$4300	\$3550
at least \$2,500,000, less than \$3,000,000	\$4800	\$4050
at least \$3,000,000, less than \$3,500,000	\$5700	\$4950
at least \$3,500,000, less than \$4,000,000	\$6800	\$6050
at least \$4,000,000, less than \$5,000,000	\$8000	\$7250
at least \$5,000,000, less than \$7,500,000	\$11000	\$10250
at least \$7,500,000, less than \$10,000,000	\$13000	\$12250
over \$10,000,000	\$15000	\$14250

No matter what the level of the gross value of organic product, organic certification fees are capped at no more than \$15,000 per year (note that the inspection fee and new operation fee, if applicable, are additional fees and not certification fees.)

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Income documentation must satisfy our staff or inspector and all such information will be kept confidential. Operations that cannot provide adequate documentation to support their claimed gross value figure will be assessed an annual fee based on a gross value figure determined by Baystate Organic Certifiers. Operations that increase organic production during the certification year are responsible for notifying Baystate Organic Certifiers and paying any incremental certification fees due for the increased production.

***All checks must be made payable to Baystate Organic Certifiers or Massachusetts Independent Certification.***

### **New Operation Fee**

Operations that were not certified the previous year must pay a \$150 initial fee in addition to the certification fee. This is a one-time fee.

### **Late Fees**

Renewal operations are charged a late fee according to the following schedule if the renewing operation's application or fee payment is submitted more than 14 days after its due date. These fees are non-negotiable.

Applications or fee payments that are postmarked 1-14 days after their due date – no late fee.

Applications or fee payments that are postmarked 15-30 days after their due date - \$150

Applications or fee payments that are postmarked 31 days or more after their due date – \$300

### **Copying Fee**

Baystate is required to have two copies of every application. If an applicant does not submit the original and a copy of the application, Baystate must make one. In order to recover the cost of making copies of applications, Baystate has instituted a charge for copying applications according to the following schedule.

Application packets that are submitted by email – no charge

Two hardcopies of the application packet submitted – no charge

One hardcopy of the application packet submitted - \$30

### **Schedule of Additional Fees**

#### ***Inspections:***

Baystate Organic Certifiers reserves the right to charge any operation for additional inspection costs caused by an applicant's failure to appear at the time agreed upon for inspection, or for additional inspection costs caused by an operation submitting an incomplete Organic System Plan. Charges will be limited to 100% of the inspection costs including labor, mileage, and travel expenses.

Applicants are not charged if a responsible party is not available at the time of an unannounced inspection.

As stated above, farms, and processing and handler applicants located in our core certification area do not pay an inspection fee for the annual inspection in addition to their normal certification fee.

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Our core certificate area consists of the states of CT, DE, IN, MA, MD, ME, NC, NH, NY, NJ, OH, PA, RI, VA, VT, WV.

Operations in all other states will be charged an inspection fee based upon the certification fee they pay as follows:

Operations that pay a certification fee of \$2000 or greater, cost of inspection is included in fee.

Operations that pay a certification fee between \$700-\$1750 will be charged 50% of the costs of the inspection.

Operations that pay a certification fee less than \$700 will be charged 100% of the cost of the inspection.

The inspection fee will be charged after the inspection takes place. Inspection costs include charges for travel, lodging, meals, rental car, and time spent inspecting the operation and preparing the inspection report.

Applicants headquartered in our core certification area with facilities in other states, will be charged a separate inspection fee for each facility located outside of our core certification area. This fee will be limited to 100% of the inspection costs. Please call us for a quote on the cost of inspecting a second facility outside of our core certification area. The inspection fee will be charged after the inspection takes place. Valid inspection costs include charges for travel, lodging, meals, rental car, and time spent inspecting the operation and preparing the inspection report. Operations that pay a certification fee greater than \$5000 will not be charged an inspection fee for the first 2 facilities inspected. The inspection fee will begin with the third facility inspected.

If any operation certified by Baystate needs an additional inspection during the certification year because the operation expanded the scope of their certification, changed locations, added new fields, failed to have documentation or recordkeeping available at their annual scheduled inspection, or made significant changes to their System Plan after the renewal application for the year was submitted and the annual inspection was performed, then the operation is responsible for the cost of that additional inspection. This policy is only for additional inspections for the reasons noted above and is applicable to all operations including those in our core certification area. The cost of the inspection will be \$150 for field only inspections, \$250 for other crop and livestock farm inspections or for handling operation inspections. Baystate does not charge for unannounced inspections, follow-up compliance inspections except as noted above, or pesticide residue sampling inspections.

### ***Reinstatement Fees:***

Operations that are applying for reinstatement of their organic certification because their certification has been suspended or revoked must pay a reinstatement fee of \$500 in addition to any other certification fees they may owe.

### ***Bank Fees:***

Operations are responsible for any bank charges caused by checks that are returned for insufficient funds.

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## ***Export Document Fees:***

Baystate charges a \$50 fee for completing TM-11 certificates for shipments to Taiwan and Japan, and for creating Import Certificates for shipments to Korea, Switzerland, and any country in the EU.

Baystate charges \$30 for transaction certificates that are not TM-11s or Import Certificates.

## **Non-refundable Fees**

For new operations, only, applications may be withdrawn, and fees partially refunded only if the application is withdrawn less than 90 days after submission and before the inspection is performed. No fee will be refunded more than 90 days after submission, or after the inspection is performed, or after certification is granted or denied. Fees are not refunded for renewal operations.

1. Application withdrawn after submission, up to 90 days after submission, but before the inspection has been performed. If an applicant has paid the total annual fee, 50% of the total annual fee will be refunded. If the applicant has paid 50% of the annual fee, 25% of the annual fee will be refunded. The new operation certification fee will not be refunded.
2. Application withdrawn more than 90 days after submission, or after the inspection has been performed, no refund will be issued.

## **Partial Payment of Certification Fees**

Baystate Organic Certifiers realizes that farming operations may not be able to afford the entire certification fee in the offseason. Therefore, growers have the option to defer paying up to 50% of their new or renewal certification fee until later in the year if they submit their applications for one of the 4 spring application deadlines.

For applications submitted for the February 1<sup>st</sup> or 15<sup>th</sup> deadline, the deferred balance is due on August 1<sup>st</sup>.

For applications submitted for the March 15<sup>th</sup> or May 1<sup>st</sup> deadlines, the deferred balance is due on September 1<sup>st</sup>.

If an operation does not pay their certification in full by the end of the calendar year, then they lose the right to defer 50% of their fee payment for the next two calendar years. The Executive Director may waive the penalty in the case of economic hardship.

## **Fee Reimbursement**

Each state government has Federal money available to refund organic certification fees. Contact your Department of Agriculture for information on applying for this cost share reimbursement program. Under this program, applicants may recover 75% of certification fees up to \$750 total per scope of certification in any one year. You may also apply for this reimbursement through your local Farm Service Agency office. The reimbursement year follows a Federal calendar year, so it runs from October 1 until September 30 the following year.