



LISA M. LEONDIS
AGRICULTURAL COMMISSIONER/
SEALER OF WEIGHTS & MEASURES

County of San Diego

SANDY PARKS
ASSISTANT DIRECTOR

SAN MARCOS OFFICE
(760) 752-4700
FAX (760) 724-4098

DEPARTMENT OF AGRICULTURE, WEIGHTS AND MEASURES

9325 Hazard Way, Suite 100, San Diego, CA 92123-1217
Phone: (858) 694-2739 FAX (858) 467-9697

<http://www.sdcawm.org>

WEIGHTS & MEASURES
(858) 694-2778
FAX (858) 467-9278

REGISTRATION PROCESS FOR ORGANIC PRODUCERS, HANDLERS AND PROCESSORS

All organic producers, handlers, and processors are required to register with the County Agricultural Commissioner in the County of their principal operation. For questions, please call (858) 694-2778 and ask to speak to or leave a message with an inspector. **You must register to avoid assessed penalties.**

Enclosed in this packet are the forms needed to register, which include:

- Cover Sheet for Registration Forms;
- Fee Schedule;
- Organic Producers/Handlers/Processors Application and Registration;
- A list of registered certification organizations certifying in California.

Make checks payable to: Cashier, California Department of Food and Agriculture.

Return all required forms to: County of San Diego, Dept. of Agriculture, Weights and Measures
Organic Program
9325 Hazard Way, Suite 100
San Diego, CA 92123

Producers (growers) must submit the completed forms including:

1. **CDFA Organic Producers/Handlers Registration** form;
2. A **List of commodities** grown;
3. A **detailed map** of the growing location (map requirements on back of application form);
4. A **list of substances applied** to the crops for the previous 3 years;
5. **Public information** sheet;
6. A **check for the registration fee made out to CDFA.**

Handlers and **Processors** must submit the completed forms including:

1. **CDFA Organic Producers/Handlers Registration** form;
2. A **map of the processing and storage facility**;
3. A **list of substances** used for cleaning the facility;
4. A **list of commodities** handled along with the name and registration number of your suppliers;
5. **Public information** sheet;
6. A **check for the registration fee made out to CDFA.**



California Department of Food and Agriculture Cover Sheet for New/Amended Registration Forms

California Food and Agriculture Code

Section 46013.1. (a) *Every person engaged in this state in the production or handling of raw agricultural products sold as organic, and retailers that are engaged in the production of products sold as organic, and retailers that are engaged in the processing, as defined by the NOP, of products sold as organic, shall register with the agricultural commissioner in the county of principal operation prior to the first sale of the product. All processors of organic agriculturally derived products that are not required to be registered as outlined in subdivision (b) must register with the secretary. Each registrant must annually renew the registration unless no longer engaged in the activities requiring the registration. Each registrant shall provide a complete copy of its registration to the county agricultural commissioner in any county in which the registrant operates.*

(b) *Every person engaged in this state in the processing or handling of processed products pursuant to Section 110460 of the Health and Safety Code, and pet food pursuant to Section 18653, and cosmetics pursuant to Section 111795 of the Health and Safety Code, including processors of alcoholic beverages, fish and seafood, shall register with the State Director of Health Services.*

Note: Processing Defined: Cooking, baking, curing, heating, drying, mixing, grinding, churning, separating, extracting, slaughtering, cutting, fermenting, distilling, eviscerating, preserving, dehydrating, freezing, chilling, or otherwise manufacturing and includes the packaging, canning, jarring, or otherwise enclosing food in a container. If your operation fits any of these descriptions you must register with California Department of Public Health.

Forms to be Completed for New or Amended Organic Registrations:

All Operations must complete Organic Registration Form (ORG 100-RF) and Public Information Form (ORG 100-PIF), as well as the following forms if you are a:

Farming Operation of Fruits, Nuts, and Vegetables, also complete Site Profile (ORG 100-SP), Substance List (ORG 100-SL), and Production Record of Sales (ORG 100-PR). If you have production in other counties complete Additional County of Operation (ORG 100-ACO).

Farming Operation of Livestock, Dairy, Poultry, and Eggs, also complete Substance List (ORG 100-SL), Site Profile (ORG 100-SP), and Production Record of Sales (ORG 100-PR). If you have production in other counties complete Additional County of Operation (ORG 100-ACO).

Handlers, Commission Merchant, Broker, and Wholesaler, *which do not take possession or title of product and do not provide storage of product* are required to provide the name and county registration number of the entity for whom they sell product on the Production Record (ORG 100-PR) form.

Handlers, Commission Merchant, Broker, and Wholesaler, *that provide storage and take title or possession of product*, also complete Substance List (ORG 100-SL), and Production Record of Sales (ORG-PR).

Retailer that processes raw and ready to eat products (in store deli), re-pack, or re-label organic products, also complete Substance List (ORG 100-SL).

Processors cook, bake, heat, dry, mix, grind, churn, separate, extract, cut, ferment, eviscerate, preserve, dehydrate, freeze, or otherwise manufacture organic foods, including packaging, canning, jarring, or otherwise enclosing the food in a container. Any processor not statutorily required to register with the California Department of Public Health shall register with the California Department of Food and Agriculture.

Amended Registration:

When any operation has a change to their registration (addition of new growing locations, change of ownership, addition of acreage, or change in type of operation) an amendment to your registration is required.

Pursuant to Title 3, California Code of Regulations Section 1391.4, a registrant shall notify the Department of any change in the information reported on the registration form within 14 days or prior to the sale of additional product and shall pay any additional fee owed if that change results in a higher fee owed than previously paid. The amendment forms are the same as those in the registration packet and can be acquired at your local county agricultural office. Operations must complete forms that relate to the new activity.

If the new activity increases gross sales the fee chart must be used to determine if the operation is in a higher fee bracket. If it is determined that the operation is in a higher fee bracket the operation must pay the difference from the original fee paid.

Example: Original gross sales were fifty thousand dollars, fee paid was one hundred dollars. (\$50,000 in sales = \$100 fee). Operation added new acreage and expects to increase gross sales by ten thousand dollars for a total of sixty thousand dollars, moving the operation into a new fee bracket (\$60,000 in sales = \$175 fee). The operation would pay seventy-five dollars when submitting the amended registration to the county (\$175 new fee, minus \$100 original fee already paid = \$75 due).

Renewal of Registration:

All operations that are registered with the State Organic Program (SOP) must annually renew their registration every 12 months from the registration date.

The SOP will send each operation a renewal packet one month prior to the registrant's renewal date. The registrant must review the registration and submit a fee based upon the type of operation and previous year's gross sales. Completed renewals are sent to the SOP. Late renewals start accruing a penalty ten days after the due date.

State Organic Program Registration Forms:

Organic Registration Form (ORG 100-RF)
Organic Renewal Registration Form (ORG 100-RNF)
Public Information Form (ORG 100-PIF)
Site Profile (ORG 100-SP)
Substance List (ORG 100-SL)
Production Record of Sales (ORG 100-PR)
Additional County of Operation (ORG-ACO)



California Department of Food and Agriculture

Organic Fee Schedule Chart Based on Gross Sales (of Organic Product)

A registration form shall be accompanied by payment of a non-refundable registration fee by all entities engaged in organic activities. Fees are based on prior year sales. If no sales were made in the preceding year, fee is then based on expected sales (estimate) during the 12-calendar months following the date of registration. See How to Determine Organic Registration Fees below for exceptions and clarification.

Gross Sales	Registration Fee
\$ 0 – 4,999	\$ 25
\$ 5,000 – 10,000	\$ 50
\$ 10,001 – 25,000	\$ 75
\$ 25,001 – 50,000	\$ 100
\$ 50,001 – 100,000	\$ 175
\$ 100,001 – 250,000	\$ 300
\$ 250,001 – 500,000	\$ 450
\$ 500,001 – 1,000,000	\$ 750
\$ 1,000,001 – 2,500,000	\$ 1,000
\$ 2,500,001 – 5,000,000	\$ 1,500
\$ 5,000,001 – 15,000,000	\$ 2,000
\$ 15,000,001 – 25,000,000	\$ 2,500
\$ 25,000,001 – and above	\$ 3,000

How to Determine Organic Registration Fees

Any person/entity required to register whose registration fee would be less than seventy-five dollars shall pay an initial registration fee of seventy-five dollars (\$75). Thereafter the registration fee will be based on the Organic Fee Schedule Chart. This applies to new registrants only.

Any person/entity required to register who fits the description of more than one of the categories described below shall pay the greater of the multiple amounts.

1. Any person/entity selling a multi-ingredient product in which less than seventy percent (70%) of the ingredients are organic shall pay a fee of one hundred dollars (\$100), or one-half of the amount that would be due based on the Organic Fee Schedule Chart – whichever is more.
2. **PRODUCER/PROCESSOR.** Operations that produce and process only their own product shall pay fees based on the value of the raw product prior to being processed, and the value of any product sold as unprocessed.
3. **HANDLER (DOES NOT TAKE POSSESSION OR TITLE OF PRODUCT).** Any person/entity that packs, repacks, labels, sorts, or otherwise handles any organic product that is outside the jurisdiction of the State Director of the California Department of Public Health and does not take title or manage the sale of the product, but provides only handling services for the organic product, shall register and pay one hundred dollars (\$100) per year.
4. **HANDLER (TAKES POSSESSION OR TITLE OF PRODUCT).** Any person/entity that packs, repacks, labels, sorts, or otherwise handles any organic product that is outside the jurisdiction of the State Director of the California Department of Public Health and does take title or manage the sale of the product shall register and pay a fee based on annual gross sales.
5. **COMMISSION MERCHANT, BROKER.** Commission merchants or brokers that do not take possession or title of the product but arrange for the sale of the product shall register and pay one hundred dollars (\$100) per year. If you take title, the fee is based on sales of organic product. Any person/entity that provides temporary storage or transportation

for organic product for seven (7) days or less and does not handle the raw unpackaged product is not required to register.

6. **WHOLESALE.** The fee is based on sales of organic product.
7. **RETAIL STORE (RELABELS/PROCESSES ON SITE).** A retail store engaged in the handling or processing of organic products shall register and pay a fee of one hundred dollars (\$100) for each store location that processes organic products on site. (i.e. In store deli making organic sandwiches or repacking and using store label on product).
8. **AGRICULTURAL PRODUCTION.** The agricultural production fee is based on gross sales of organic product. For producers that sell processed product(s), see number 3. Any person/entity that hires any other person/entity for custom packing or labeling shall register and pay a fee based on the total sales of product custom packed for them (as outlined in number 3). In addition to the required registration information, the above person/entity must disclose, the names of all companies that pack and process for them.



**California Department of Food and Agriculture
Organic Registration Form**

1.	For Official Use Only – County Principal County: _____ Registration Number: _____ Company Name: _____
	2. Accredited Certifying Agent(s) (if applicable): _____ Anticipated Certification Date: _____

Return this application to the County Agricultural Commissioner for review and approval along with your registration payment made out to: CDFA Cashier. *All applicants for registration must complete this form along with the Public Information Form (ORG 100-PIF).* If you have any *changes to your operation* after the initial registration, resubmit the applicable forms and check the amendment box.

Applicants with anticipated annual gross sales in excess of \$5,000 must register prior to obtaining certification. Registrants anticipating certification may sell organic products provided that the \$5,000 annual gross sales threshold has not been exceeded. Certification from a United States Department of Agriculture (USDA) Accredited Certifying Agent must be obtained prior to exceeding the \$5,000 annual gross sales threshold. **This registration form is valid upon the approval of the county agricultural commissioner.**

3. TYPE	Indicate your application type	
	<input type="checkbox"/> New Registration	<input type="checkbox"/> Amended Registration

4. ACTIVITY	Check the activity/activities that apply to your operation.		
	<input type="checkbox"/> Commission Merchant, Broker (takes possession) <input type="checkbox"/> Commission Merchant, Broker (does not take possession)	<input type="checkbox"/> Agricultural Production <input type="checkbox"/> Handler (takes possession) <input type="checkbox"/> Handler (does not take possession) <input type="checkbox"/> Processor	<input type="checkbox"/> Retailer (relabels/processes on site) <input type="checkbox"/> Wholesaler <input type="checkbox"/> Other: _____

5. COMPANY INFORMATION	Company Name				Company Principal		Title	
	Mailing Address							
	City			County		State		Zip Code
	Phone Number			Fax Number		Email Address		
	Website				Annual Sales <input type="checkbox"/> Less than \$5,000 <input type="checkbox"/> \$5,000 or More			
	Contact Person(s) (List primary contact, and any other contact that has permission to access your account information).							

6. ACKNOWLEDGEMENT	Read and sign below		
	I certify that the information associated with this registration is true and correct, to the best of my knowledge, and I agree to abide by the California Organic Products Act of 2003 and the National Organic Program regulations. Notice of Penalties: Penalty for knowingly making false statements or false entries, or attempts to secure money through fraudulent means, may include fines and/or incarceration and/or forfeiture of agriculture assistance funds under applicable Federal and State law.		
	_____	_____	_____ Date ____/____/____ month day year
	Registrant Signature	Print Name	Title

7. OFFICIAL USE ONLY		
Amount Due \$	Expiration Date (1 st Day of the Month)	Date Approved
Name of Reviewer	Signature	<input type="checkbox"/> Application Packet Complete
<input type="checkbox"/> Registration Number Issued <input type="checkbox"/> N/A	<input type="checkbox"/> Substance List Attached <input type="checkbox"/> N/A	<input type="checkbox"/> Maps Attached <input type="checkbox"/> N/A
<input type="checkbox"/> Pesticide Use Report Reviewed <input type="checkbox"/> N/A		

(SEE REVERSE FOR INSTRUCTIONS)

Instructions

1. FOR OFFICIAL USE ONLY

Leave this area blank. Staff from the County Agricultural Commissioner's Office completes this box.

2. ACCREDITED CERTIFYING AGENT

If you are certified or anticipate certification, put the name of the USDA accredited certifying agent that has certified your operation or the USDA accredited certifying agent that is anticipated to certify your operation. Applicants with anticipated annual gross sales in excess of \$5,000 must register prior to obtaining certification. Registrants anticipating certification may sell organic products provided that the \$5,000 annual gross sales threshold has not been exceeded. Certification from a USDA Accredited Certifying Agent must be obtained prior to exceeding the \$5,000 annual gross sales threshold.

ANTICIPATED CERTIFICATION DATE

If you are certified or anticipate certification, enter the anticipated date of certification. State Organic Program staff will use the anticipated date of certification to verify certification by an accredited certifying agent.

3. TYPE

New Registration

Check this box if you are new to the organic industry and have not registered.

Amended Registration

Check this box if you are adding a site or acreage to your existing organic registration.

4. ACTIVITY

Mark the box(es) that describes your operation. They are defined as:

- "Agricultural Production" means the producer, or an entity that engages in the business of growing or producing food, feed, or fiber.
- "Handler" means any entity engaged in the business of handling agricultural products, but does not include final retailers of agricultural products that do not process agricultural products.
- "Wholesale" means an entity that sells to merchants, but do not sell to the consuming public
- "Commission Merchant, Broker" means an entity that arranges for sale of product for others. Usually do not take title or possession of product; however, may in some instances.
- "Retailer" means a store that further processes raw organic product(s) and sells to the consuming public.
- "Processor" means any cooking, baking, heating, drying, mixing, grinding, churning, separating, extracting, cutting, fermenting, eviscerating, preserving, dehydrating, freezing, or otherwise manufacturing, and includes packaging, canning, jarring, or otherwise enclosing food in a container as it applies to minimally processed dairy products and meat products. Any processor not statutorily required to register with the California Department of Public Health shall register with the California Department of Food and Agriculture.
- "Other" would be any company that does not fit into one of the categories above. Please indicate what type of operation you are.

5. COMPANY INFORMATION

Fill out all the requested information.

NOTE:

- "Company Name" If you are certified, use the same company name in which you received certification.
- "Company Principal" This should be the name of the person who owns or is the principal controller of your company.
- "Contact Person" Only those listed will have the ability to access information regarding your account.

6. ACKNOWLEDGEMENT

The company principal must sign, print their name and title, and date the application.

7. FOR OFFICIAL USE ONLY

Leave this area blank. Staff from the County Agricultural Commissioner's Office completes this box.



**California Department of Food and Agriculture
Public Information Form**

CDFA Organic Program
1220 N Street
Sacramento, CA 95814
Phone (916) 900-5030

Complete this page with all new registrations. Complete for amended and renewal applications if there are changes to any of the information below.

This document is used to release non-confidential information about operations in California that are marketing organic products, as required by California Food and Agriculture Code, Section 46013.1 (e).

Registrant's Name: _____

Registrant's Address: _____

The above listed company is certified or anticipated to be certified organic by (if applicable):

The above listed company is registered in the State of California as a producer, processor, or handler of the following products:

For more information about the California State Organic Program, please call the number provided above.

Instructions

Organic operations that are certified or are anticipated certification from a USDA accredited certifying agent are not required to complete an Organic Site Profile (ORG 100-SP), provided that their accredited certifying agent or anticipated accredited certifying is documented at the top of the Organic Site Profile.

1. FOR OFFICIAL USE ONLY

Leave this area blank. Staff from the County Agricultural Commissioner's Office completes this box.

2. ACCREDITED CERTIFYING AGENT

If you are certified or anticipate certification, put the name of the USDA accredited certifying agent that has certified your operation or the USDA accredited certifying agent that is anticipated to certify your operation. Applicants with anticipated annual gross sales in excess of \$5,000 must register prior to obtaining certification. Registrants anticipating certification may sell organic products provided that the \$5,000 annual gross sales threshold has not been exceeded. Certification from a USDA accredited certifying agent must be obtained prior to exceeding the \$5,000 annual gross sales threshold.

ANTICIPATED CERTIFICATION DATE

If you are certified or anticipate certification, enter the anticipated date of certification. State Organic Program staff will use the anticipated date of certification to verify certification by an accredited certifying agent.

3. SITE ID

Fill in the Tax Assessors Parcel Number (APN) of each site location or the physical description. This information will be used as your Site ID throughout the registration process and should be written on the corresponding map.

4. LOCATION OF SITE (COUNTY)

Fill in the county where the organic operation is located.

5. CONTROL OF SITE

Indicate by a "Yes" or "No" if you have been in control of this site for the 36 months prior to the first organic harvest.

(Note: If you have not been in control of this site you must provide documents which indicate who was in control and indicate what substances were used prior to your assuming control of the site).

6. LEGAL OWNER OF SITE

Indicate by a "Yes" or "No" if you are the legal owner of this property.

(Note: If you are not the legal owner then written documentation from the legal owner must be submitted indicating the owner has granted permission for this site to be registered as organic).

7. MAP ATTACHED

There **must be a site map** of each separate location where organic products are being produced. Write the Site ID (APN) on each map.

Additionally, **clearly identify the lot IDs or subdivision within the site that are used for organic operation.** If the Site ID (APN) covers several blocks within the site, identify each block by a Lot ID. If the site is used for multiple purposes, identify those areas used for organic activity by Lot ID. Example: B-1, B-2, etc.

Indicate on the map all adjacent land uses. (Example: open field, residential, pasture, conventional row crops, conventional tree crops, etc). Please also identify any of the following that may apply to the site itself: irrigation district, railroad tracks, power lines or poles, city road, county road, state roadway, interstate highway.

Greenhouse and production facilities need site map with dimensions. (Example: 475 ft. by 800 ft).

You may attach any of the following maps:

- The map that was submitted to your certification agent in your Organic Systems Plan
- Copy of the map submitted to your County for the Pesticide Use Report
- On-line satellite photograph (clearly mark the boundaries of your property)

8. TOTAL ORGANIC ACREAGE

Indicate only the total organic acreage of the site. Example: If the total site is 150 acres, but only 80 acres are to be registered organic, indicate "80" in this column.

Instructions

Organic operations that are certified or are anticipated certification from a USDA accredited certifying agent are not required to complete an Organic Substance List (ORG 100-SL), provided that their accredited certifying agent or anticipated accredited certifying is documented at the top of the Organic Substance List.

1. FOR OFFICIAL USE ONLY

Leave this area blank. Staff from the County Agricultural Commissioner's Office completes this box.

2. ACCREDITED CERTIFYING AGENT

If you are certified or anticipate certification, put the name of the USDA accredited certifying agent that has certified your operation or the USDA accredited certifying agent that is anticipated to certify your operation. Applicants with anticipated annual gross sales in excess of \$5,000 must register prior to obtaining certification. Registrants anticipating certification may sell organic products provided that the \$5,000 annual gross sales threshold has not been exceeded. Certification from a USDA accredited certifying agent must be obtained prior to exceeding the \$5,000 annual gross sales threshold.

ANTICIPATED CERTIFICATION DATE

If you are certified or anticipate certification, enter the anticipated date of certification. State Organic Program staff will use the anticipated date of certification to verify certification by an accredited certifying agent.

3. C, F, or L

C = Crop Substance. Indicate "C" for substances used in and around where organic products are being produced. You must list all substances applied for the previous 36 months prior to the planned harvest. List each site separately.

F = Facility Substance. Indicate "F" to document substances used in and around where organic products are being stored or handled. If more than one facility, list each facility and substance(s) used. Note: When a contracted Pest Control company is used to control pests, the organic operation is still required to keep records and know what is being used in the facility.

L = Livestock Substance. Indicate "L" for substances used in and around livestock. Note: If you are a dairy operation you may need to indicate "F" to show what you are using to clean equipment.

4. DATE

Identify the date the material or substance was applied.

5. SITE ID

Fill in the Tax Assessors Parcel Number (APN) of each site location or the physical description. This information will be used as your Site ID throughout the registration process and must be consistent with "Site Identification" on Site Profile (ORG SP-100). For substances used on crops, indicate the Site ID where applied. For substances used in facilities, indicate the name or other identifier of the facility.

6. MATERIAL/SUBSTANCE

Indicate the generic identity of the material or substance. For example: pest control, sanitizer, medical treatments, weed control, feed additives, fertilizer, compost, etc.

7. SOURCE

Indicate the source, for example: store name, supply company name, pest control name, etc.

8. BRAND NAME

Identify the brand name of the product used.

9. RATE

Indicate the pounds or gallons used per acre, site, animal/flock, or other measurement that indicates rates of use. For example: six traps/site, or four gallons/acre.

10. TOTAL

Indicate the total amount of product used either in weight, size and number of packages, or other such treatment identifiers.

Instructions

1. FOR OFFICIAL USE ONLY

Leave this area blank. Staff from the County Agricultural Commissioner's Office completes this box.

2. ACCREDITED CERTIFYING AGENT

If you are certified or anticipate certification, put the name of the United States Department of Agriculture (USDA) accredited certifying agent that has certified your operation or the USDA accredited certifying agent that is anticipated to certify your operation. Applicants with anticipated annual gross sales in excess of \$5,000 must register prior to obtaining certification. Registrants anticipating certification may sell organic products provided that the \$5,000 annual gross sales threshold has not been exceeded. Certification from a USDA accredited certifying agent must be obtained prior to exceeding the \$5,000 annual gross sales threshold.

ANTICIPATED CERTIFICATION DATE

If you are certified or anticipate certification, enter the anticipated date of certification. State Organic Program staff will use the anticipated date of certification to verify certification by an accredited certifying agent.

3. TOTAL ORGANIC ACRES TO BE REGISTERED

Indicate the amount of acreage that meets the requirements for organic production, does not include personal dwellings, driveways, etc. Example: If the total site is 150 acres, but only 80 acres are to be registered organic, indicate "80" in this column.

4. COMMODITY CODE

Indicate the code from the Commodity Code Listing (ORG-CC) included in the registration packet. Separate beef and dairy cattle.

5. COMMODITY NAME

Indicate the crop commodity, or the category of use for livestock, i.e. slaughter stock, dairy, eggs, etc. There must be a separate input for each product and/or commodity at each location. For example if you have one site where bean, peas, and carrots are grown, you would fill in three lines, one for each commodity.

6. SITE ID AND COUNTY

Fill in the Tax Assessors Parcel Number (APN) or physical description of each site location. This number will be used as your Site ID throughout the registration process and must be consistent with "Site ID" on the corresponding site map and Site Profile (ORG SP-100).

7. ENTITY NAME AND REGISTRATION NUMBER OF THE OPERATION FOR WHOM YOU SELL PRODUCT

This would be for commission merchants, and brokers that do not take possession of the product. Enter the names and registration numbers of those entities for whom you sell product. The producer must provide the name and registration number of the handler that is packing and/or processing for them. The seller is required to provide the name and registration number of the producer that they are selling for.

8. NAME OF YOUR PROCESSOR/PACKER

If applicable, enter the names of all companies that pack or process product for you.

9. GROSS SALES

New registrants project sales for the 12 months following the date of registration. You will use the same 12-month accounting period each year. If there are no sales for a line item, indicate zero in sales column with an explanation of why there are no sales (i.e. young trees, no crop). Amended registrations project sales for the following months preceding the expiration of the current registration.

10. P/H

If you produced the product, indicate with a (P). If you purchased or handled the product, indicate with a (H).

11. ACRES

Indicate the acres harvested or to be harvested for specified commodity. If crops are rotated and the same ground yields twice, still put in the total for the specific crop. For example: Lot B-1 totals 10 acres. Crop one is planted on the ten acres during the first half of the year, and crop two is planted on the ten acres the second half of the year. Total yield is 20 acres. Indicate one line for Crop 1 – acres total "10. Indicate separate line for Crop 2 – acres total "10".

12. LIVESTOCK UNITS

Indicate the number of livestock (if applicable).



**California Department of Food and Agriculture
 Additional County of Operation**

1. For Official Use Only – County
 Principal County: _____
 Registration Number: _____

2. Accredited Certifying Agency (if applicable): _____
 Anticipated Certification Date: _____

The Additional County of Operation form (ORG 100-ACO) requires completion when adding sites and/or operations outside of your principal county of operation. You must fill out this form for every additional county of operation. A Site Profile Form (ORG 100-SP), and Substance List (ORG 100-SL) must accompany this form unless the operation is certified or anticipating certification from a United States Department of Agriculture Accredited Certifying Agent.

Please submit this form to the Principal County of Operation. The Principal County will forward the form to the Secondary County for further review.

3. GENERAL INFO.	Company Name: _____ Name of the County that issued the registration: _____ Name of the County where you are adding acreage: _____ Site Identification or APN associated with this site: _____
-------------------------	--

4. ACKNOWLEDGEMENT	<p>Read and sign below</p> <p>I certify that the information associated with this registration is true and correct, to the best of my knowledge, and I agree to abide by the California Organic Products Act of 2003 and the National Organic Program regulations.</p> <p>Notice of Penalties: Penalty for knowingly making false statements or false entries, or attempts to secure money through fraudulent means, may include fines and/or incarceration and/or forfeiture of agriculture assistance funds under applicable Federal and State law.</p> <p>_____ Date ____/____/____ Registrant Signature Print Name Title month day year</p>
---------------------------	---

5. OFFICIAL USE ONLY	Principal County Complete		
	Reviewed by (name of county staff person)		
	Signature	Title	
	Secondary County Complete		Date
	Name of County		
	Reviewed by (name of county staff person)	<input type="checkbox"/> If not certified: We have reviewed the site profile, and pesticide use reports and approve the addition of this site to the organic registration issued by the principal county.	<input type="checkbox"/> If certified or anticipating certification, check this box to acknowledge receipt of ORG-100 ACO. No further action is required.
<input type="checkbox"/> We do not approve the addition of this site to the organic registration because: _____			
Signature		Title	

Instructions

1. FOR OFFICIAL USE ONLY

Leave this area blank. Staff from the County Agricultural Commissioner's Office completes this box.

2. ACCREDITED CERTIFYING AGENT

If you are certified or anticipate certification, put the name of the USDA accredited certifying agent that has certified your operation or the USDA accredited certifying agent that is anticipated to certify your operation. Applicants with anticipated annual gross sales in excess of \$5,000 must register prior to obtaining certification. Registrants anticipating certification may sell organic products provided that the \$5,000 annual gross sales threshold has not been exceeded. Certification from a USDA accredited certifying agent must be obtained prior to exceeding the \$5,000 annual gross sales threshold.

ANTICIPATED CERTIFICATION DATE

If you are certified or anticipate certification, enter the anticipated date of certification. State Organic Program staff will use the anticipated date of certification to verify certification by an accredited certifying agent.

3. GENERAL INFORMATION

Fill in the information requested.

- "Company Name" - Fill in the name of your company.
- "Name of the County that issued the registration" - The county in which your primary operation is located.
- "Name of the County where you are adding acreage" - The county where you are adding acreage, or your secondary county of operation.
- "Site Identification or APN associated with this amendment" – This applies to the specific site and/or operation that you are adding with this amendment.

Note: APN = Tax Assessors Parcel Number

4. ACKNOWLEDGEMENT

The company principal must sign, print their name and title, and date the application.

5. FOR OFFICIAL USE ONLY

Leave this area blank. Staff from the County Agricultural Commissioner's Office completes this box.

CDFA ORGANIC REGISTRATION COMMODITY CODES (Revised 9-2011)

**Producers, Handlers & Processors that report gross sales use the codes below*

BERRIES		ALLIUMS		SUCCULENT VEG/SWEET CORN		BEVERAGE CROPS	
Others (not listed below)	1100	Others (not listed below)	2200	Others (not listed below)	3000	Others (not listed below)	4800
Blackberry	1101	Chives	2201	Asparagus	3001	Cocoa	4801
Blueberry	1102	Garlic	2202	Mushrooms	3002	Coffee	4802
Boysenberry	1103	Leeks	2203	Okra	3003	Tea (black,green,herb)	4803
Cranberry	1104	Onions	2204	Pricklypear/Cactus Pads	3004	APIAN	
Currant	1105	Shallots	2205	Sweet Corn	3005	Honey	5200
Olallieberry	1106	BRASSICALS		UMBLES & HERBS		LIVESTOCK-NON DAIRY	
Raspberry	1107	Others (not listed below)	2300	Others (not listed below)	3100	Cattle	5301
Strawberry	1108	Arugula	2301	Basil	3101	Swine, pigs, hogs	5302
CITRUS		Broccoli	2302	Carrots	3102	Sheep, lambs	5303
Others (not listed below)	1200	Brussels Sprouts	2303	Celery/Celeriac	3103	Goats, kids	5304
Grapefruit	1201	Cabbage(head/savoy)	2304	Cilantro	3104	Ostrich	5305
Kumquat	1202	Cauliflower	2305	Fennel	3105	Livestock other	5310
Lemon	1203	Chinese Cabbage	2306	Mixed Herbs	3106	LIVESTOCK-DAIRY	
Lime	1204	Collards	2307	Parley	3107	Others (not listed below)	5300
Orange	1205	Horseradish	2308	Parsnip	3108	Cattle - Dairy	5301
Tangelo	1206	Kale	2309	FIBER CROPS		Goats - Dairy	5302
Tangerines	1207	Kohlrabi	2310	Others (not listed below)	4100	Sheep - Dairy	5303
Mandarines	1208	Misc. Leaf Vegetables	2311	Cotton	4101	DAIRY PRODUCTS	
GRAPES		Mustards	2312	Flax	4102	Milk - Fluid	5002
Others (not listed below)	1300	Radish/Daikon	2313	Ramie	4103	Milk - Wey	5003
Grapes - Juice	1301	Turnip	2314	Cover Crops	4104	DAIRY PROCESSING	
Raisin	1302	Watercrest	2315	LEGUMES		Cheese	5004
Grapes - Table	1303	CHENOPODS		Others (not listed below)	4200	Yogurt	5005
Grapes - Wine	1304	Others (not listed below)	2400	Alfafa	4201	Ice Cream	5006
NUT CROPS		Beets	2401	Beans (dried)	4202	Milk - Fluid	5007
Others (not listed below)	1400	Chard	2402	Clover	4203	Milk - Dry	5008
Almonds	1401	Spinach	2403	Peas	4204	Butter	5009
Cashew	1402	COMPOSITES		Soy Beans	4205	Milk - Processed	5010
Chestnut	1403	Others (not listed below)	2500	Vetch	4206	LIVESTOCK -OTHER	
Filbert (Hazelnut)	1404	Artichokes	2501	GRAIN		Meat - Processing	5304
Hickory Nut	1405	Burdock	2502	Others (not listed below)	4300	Animal Slaughter operation	5305
Macadamia Nut	1406	Cardoni	2503	Barley	4301	POULTRY	
Peanut	1407	Chicory	2504	Buck Wheat	4302	Others (not listed below)	5400
Pecan	1408	Endive	2505	Field Corn	4303	Chickens (meat)	5401
Pistachio	1409	Lettuce	2506	Oats	4304	Ducks	5402
Walnut	1410	Radicchio	2507	Popcorn	4305	Layer Hens	5403
POMEFRUITS		Salad Mix	2508	Rice	4306	Turkey	5404
Others (not listed below)	1500	Salsify	2509	Rye	4307	Geese	5410
Apple	1501	CUCURBITS		Rye Grass	4308	POULTRY - OTHER	
Asian Pear	1502	Others (not listed below)	2600	Sorghum	4309	Poultry - Processor	5405
Crabapple	1503	Cantaloupe	2601	Sudan Grass	4310	Poultry - Slaughter	5406
Pear	1504	Cucumber	2602	Wheat	4311	FEED	
Quince	1505	Gourds	2603	Wild Rice	4312	Feed - Poultry	5407
STONE FRUITS		Honeydew	2604	Mixed Ingredient Feed	4313	Feed - Livestock	5408
Others (not listed below)	1600	Squash (summer)	2605	PASTURE & RANGE LAND		Feed Processed - All Others	5409
Apricot	1601	Squash (winter)	2606	Others (not listed below)	4400	NURSERY & FLOWERS	
Cherry	1602	Watermelon	2607	Pasture	4401	Others (not listed below)	6000
Nectarine	1603	Pumpkin	2608	Range Land	4402	Cactus/Aloe Vera	6001
Peach	1604	LEGUMES/SPROUTS		Woodlot	4403	Christmas Trees	6002
Plum	1605	Others (not listed below)	2700	SUGAR CROPS		Edible Flowers	6003
Prune	1606	Beans (fresh market)	2701	Others (not listed below)	4500	Green House Grown	
Pluot	1607	Peas (fresh market)	2702	Cane	4501	Cut Flowers/Greens	6004
SUBTROPICAL/TROPICAL		Sprouts	2703	Sugar Beet	4502	Green House Grown	
Others (not listed below)	1700	OTHER VEGETABLES		OIL CROPS		Container Plants & Ornamentals	6005
Avocado	1701	Others (not listed below)	2800	Others (not listed below)	4600	Green House Grown	
Banana	1702	Jicama	2801	Canola	4601	Vegetable/Transplants	6006
Cherimoya	1703	Rhubarb	2802	Jojoba	4602	Plants/Ornamentals	6007
Coconut	1704	Sweet Potato	2803	Safflower	4603	Outdoor Grown	
Date	1705	Yams	2804	Sesame	4604	Cut Flowers or Greens	6008
Fig	1706	SOLANACEOUS CROPS		Sunflower	4605	Outdoor Grown	
Guava	1707	Others (not listed below)	2900	SEED CROPS		Cut Flowers/Greens	6009
Jujube	1708	Eggplant	2901	Others (not listed below)	4700	Vegetable/Transplants	6009
Kiwi Fruit	1709	Peppers	2902	Grass	4701	Vines Canes & Other	
Loquat	1710	Potato	2903	Legume	4702	Progative Material	6010
Mango	1711	Tomatillo	2904	Sesame (confectionary)	4703	FALLOW	
Olive	1712	Tomato(canning/Processing)	2905	Sunflower (confectionary)	4704	2000	
Papaya	1713	Tomato (fresh market)	2906	Vegetable -Seed	4705		
Passion Fruit	1714						
Persimmon	1715						
Pineapple	1716						
Pomegranate	1717						
Pricklypear	1718						

(SEE REVERSE SIDE)

CDFA ORGANIC REGISTRATION COMMODITY CODES

******* This list of codes is to be USED ONLY if your registration fees fall under one of the 1 through 9 categories as listed in the instruction under REGISTRATION FEES*******

Retailer	7000
Multi-Ingredient Product	7002 *See (2) of the Registration Fee's listed in the instructions
Wholesale -Takes Title:No Processing/Certification	7003 *See (3) of the Registration Fee's listed in the instructions
No Title - Packs,Repacks,Labels & Sorts	7004 *See (4) of the Registration Fee's listed in the instructions
No Title - Merchants & Brokers	7005 *See (5) of the Registration Fee's listed in the instructions
Custom Packing & Labeling	7008 *See (8) of the Registration Fee's listed in the instructions



United States Department of Agriculture Accredited Certifying Agents
Registered with the State Organic Program

<p>A Bee Organic 40707 Daily Road De Luz, California 92028 Contact: Sarah J.E. Costin & Ro Elgas Telephone: 760-731-0155 Email: admin@abeeorganic.com Website: http://www.abeeorganic.com</p>	<p>Agricultural Services Certified Organic P.O. Box 4871 Salinas, California 93912 Contact: Katherine Borchard Phone: 831-449-6365 Fax: (831) 975-4414 E-mail: info@ascorganic.com Website: http://ascorganic.com/</p>
<p>CCOF Certification Services 2155 Delaware Ave., Suite 150 Santa Cruz, CA 95060 Contact: Jake Lewin Phone: 831-423-2263 E-mail: ccof@ccof.org Website: http://www.ccof.org</p>	<p>Control Union Certifications Meeuwenlaan 4-6, 8011 BZ ZWOLLE Netherlands Contact: Gyorgyi Acs Feketene Phone: +31 (0)38 4260100 E-mail: gacs@controlunion.com Website: http://www.controlunion.com</p>
<p>Global Culture P.O. Box 1640 Crescent City, CA 95531 Contact: Linda Van Hook Phone: 707-464-6913 E-mail: globalculture@earthlink.net</p>	<p>Indiana Certified Organic 8364 SSR 39 Clayton, IN 46118 Contact: Cissy Bowman Phone: 317-539-4317 E-mail: icollcceo@earthlink.net</p>
<p>Global Organic Alliance, Inc. 3185 Twp Road 179 Bellefontaine, OH 43311 Contact: Betty Kananen Phone: 937-593-1232 E-mail: globalorganicalliance@hughes.net</p>	<p>International Certification Services, Inc. 301 5th Ave., SE Medina, ND 58467 Contact: Dawn Krapp Phone: 701-486-3578 E-mail: info@ics-intl.com Website: http://www.ics-intl.com</p>



**United States Department of Agriculture Accredited Certifying Agents
Registered with the State Organic Program**

<p>Marin County Marin Organic Certified Agriculture (MOCA) Agriculture – Weights and Measures 1682 Novato Bldg., Suite 150-A Novato, CA 94947 Contact: Anita Sauber or Stacy Carlsen Phone: 415-499-6700 E-mail: asauber@co.marin.ca.us or scarlsen@co.marin.ca.us</p>	<p>Minnesota Crop Improvement Association 1900 Hendon Ave. St. Paul, MN 55108 Contact: Cindy Wippler Phone: 612-625-7766 E-mail: wippl001@unm.edu Website: http://www.mncia.org</p>
<p>Monterey County Certified Organic Monterey County Agricultural Commissioner's Office 1428 Abbott St. Salinas, CA 93901 Contact: Kenneth Allen Phone: 831-759-7325 E-mail: allenke@co.monterey.ca.us</p>	<p>NOFA—New York Certified Organic, LLC 840 Upper Front St. Binghamton, NY 13905 Contact: Carol A. King/Lisa Engelbert Phone: 607-724-9851 E-mail: certifiedorganic@nofany.org</p>
<p>OneCert 427 N. 33rd St. Lincoln, NE 68503 Contact: Samuel K. Welsch Phone: 402-420-6080 E-mail: sam@onecert.net</p>	<p>Oregon Department of Agriculture 635 Capitol Street NE Salem, OR 97301 Contact: Lindsay Benson Eng Phone: 503-986-4620 Fax: 503-986-4737 Website: http://www.oregon.gov/ODA/CID</p>
<p>Oregon Tilth Certified Organic 260 SW Madison Ave., Suite 106 Corvallis, OR 97333 Contact: Kristy Korb Phone: 503-378-0690 E-mail: organic@tilth.org Website: http://www.tilth.org</p>	<p>Organic Certifiers, Inc. 6500 Casitas Pass Rd. Ventura, CA 93001 Contact: Susan Siple Phone: 805-684-6494 E-mail: susan@organiccertifiers.com</p>



**United States Department of Agriculture Accredited Certifying Agents
Registered with the State Organic Program**

<p>Organic Crop Improvement Association 1340 North Cotner Blvd. Lincoln, NE 68505 Contact: Amanda Brewster Phone: 402-477-2323 E-mail: abrewster@ocia.org Website: http://www.ocia.org</p>	<p>Organic National and International Certifiers (ON&IC) 7301 N. Lincoln Ave., Suite 198 Lincolnwood, IL 60712 Contact: Mel Siegel Phone: 847-763-0218 E-mail: info@on-ic.com Website: http://www.on-ic.com</p>
<p>Pennsylvania Certified Organic 106 School Street, Suite #201 Spring Mills, PA 16875 Contact: Penny Sandoval Phone: 814-422-0251 Fax: 814-422-0255 E-mail: penny@paorganic.org or pco@paorganic.org</p>	<p>Primuslabs.com 2810 Industrial Parkway Santa Maria, CA 93455 Contact: Brian A. Mansfield Phone: 805-922-0055 Fax: 805-922-8462 E-mail: brian@primuslabs.com</p>
<p>Quality Assurance International 9191 Towne Centre Dr., Suite 510 San Diego, CA 92122 Contact: Maria De Vincenzo Phone: 858-792-3531 Fax: 734-827-6177 E-mail: gai@qai-inc.com</p>	<p>Quality Certification Services P.O. Box 12311 Gainesville, FL 32604 Contact: Ramkrishnan Balasubramanian Phone: 352-377-0133 E-mail: qcs@qcsinfo.org Website: http://www.QCSinfo.org</p>
<p>Scientific Certification Systems (also dba NutriClean) 2200 Powell St. Suite #725 Emeryville, CA 94608 Contact: Heena Patel Phone (general line): 510-452-8000 Phone: (cell): 510-821-9818 Fax: 510-452-8001 E-mail: hpatel@scscertified.com</p>	<p>Stellar Certification Services, Inc. P.O. Box 1390 Philomath, OR 97370 Contact: Sally Lammers Phone: 541-929-7148 Fax: 541-929-4387 E-mail: info@demeter-usa.org</p>



United States Department of Agriculture Accredited Certifying Agents
Registered with the State Organic Program

<p>Yolo County Department of Agriculture 70 Cottonwood St. Woodland, CA 95695 Contact: John Young Phone: 530-666-8141 Fax: 530-662-6094 E-mail: John.Young@yolocounty.org</p>	
--	--

Updated: September 21, 2011