

CCOF

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

Export and Transaction Certificate Requests

- Step 1: Check your CCOF Client Profile to ensure your product(s) is approved for your export market.
- Step 2: Complete the mailing details section below.
- **Step 3:** Complete the export certificate starting on page 2 of this packet, using the instructions on the last page of this packet, and email this entire PDF packet to export@ccof.org

A. Mailing Details:

1)	Where do you want CCOF to send the original certificate?							
	Note: NOP import certificates will only be sent electronically							
	Contact Name:							
	Company Name:							
	Full Mailing Address:							
	Phone Number:							
2)	Mandatory for exports to Korea ONLY : Date of departure from the US and date of arrival in Korea							
3)	How would you like the original certificate delivered?							
-	☐ USPS First Class Domestic Mail - \$5							
	Note: delivery outside of the US must be sent via DHL or FedEx							
	☐ DHL or FedEx (No P.O. Box delivery)							
	Note: A \$5 shipping service fee will be charged for use of this service							
	Use my DHL #:							
	☐ Use my FedEx #:							
	Use CCOF's account and invoice my operation							
В.	Specific Instructions:							
	Saturday delivery? Pick up in person? Make a note here.							

C. Important Notes:

- A signed copy of the completed export certificate will be returned to you via email except for Eseal signed electronic certificates processed through TRACES. The original certificate will be mailed as requested.
- We strive to process each request within two business days. During holidays and peak times, processing time may be longer.
- To inquire on the status of your export request, please call CCOF or email export@ccof.org. To avoid multiple charges, do not send the export request attachments multiple times.
- The fee for each certificate is \$75 (subject to change) and is billed to the CCOF certified client.
- The fee for each NOP Import Certificate for product from Mexico to the US is \$55



U.S. DEPARTMENT OF AGRICULTURE AGRICULTURAL MARKETING SERVICE NATIONAL ORGANIC PROGRAM

EXPORT CERTIFICATE

A knowingly false entry or false alteration of any entry on this certificate may result in a fine of not more than \$11,000 or imprisonment for not more than five years or both (18 USC 1001) and may result in revocation of accreditation under the National Organic Program (7 U.S.C. 6519).

COUNTRY OF DESTINATION TAIWAN	DATE	ΓE: CER		RT. NO.						
EXPORTED BY (Name and Ad	ldress in	cluding ZIP	P/POSTAL Code	e):	PROD	OUCT EX	XPORTED FI	ROM		
CONSIGNED TO (Name and a	ddress i	ncluding ZI	P/POSTAL Cod	de):						
						CERTIFYING AGENT ISSUING CERTIFICATE				
					CCOF Certification Services, LLC					
TOTAL MARKED NET WEIGHT: TOTAL CONTA				ITAINERS: Santa Cruz, C						
			www.ccof.org							
PRODUCT AS LABELED		LOT BER 1/	MARKED WEIGHT OF LOT 1/	NUMB PACK IN LO	AGES	SHIPF	PING MARKS	PRODUCER		
			01 201 1/	114 20	· '/					
1/ As stated by exporter	ionoo wi	th the terms	of the AIT/TE		\D/A \(\alpha \)	Organia	. Fauir olonos	Arrangement"		
REMARKS: "Certified in compli										
and have been found to meet all applicable requirements of the National Organic Program.										
SIGNATURE OF ACCREDITED C			DATE:							
NOT VALID UNLESS SIGNED E						DITED OI	RGANIC CERTI	FYING AGENT		

No financial liability shall attach to the United States Department of Agriculture or to any officer or representative of the Department with respect to this certificate.

According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor, and a person is not required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0581-0191. The time required to complete this information collection is estimated to average 30 minutes per person, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.

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TM-11 (07-10)

	Section	NOP Transaction Certificate (export from the US)						
Droduct [Deteile Table	Indicate product(s) being shipped, including their status (e.g. 100% organic tomato paste) &						
Product L	Details Table	describe quantity shipped, crop years, and lot numbers involved						
Buyer/Co		Name and address of the buyer						
	of Destination	Name of the destination country						
Date of T	ransaction and So							
Section		Certificate of Inspection (COI) processed in TRACES and GB COI for export to the UK						
1	1 Choose appropriate code based on location of exporter: US: US-ORG-006, Mexico: MX-BIO-105, Canada: CA-C							
4		operator performing the last operation of preparing and sealing products in packages for shipping						
5-6	Operator who produced or processed the product. Name and address of Control Body who certifies the producer.							
7-8	8 Country where product was last handled. Country product exported from.							
9-10	Initial destination country/ customs point. Country of final destination.							
11-12	-12 Name and address of the importer. Name and address of the first consignee (often the importer).							
13-16		roduct: Trade name (name of the product as labeled e.g. Organic Shelled Almonds). Lot number(s). Total leight of total shipment (include units). Gross weight of total shipment including packaging.						
14-15	Container numbe	(optional). Seal number (optional).						
17	Mode (airplane, v	essel). Identification (flight number, ship name). Other transport documentation.						
	Section Japan or Taiwan TM-11 Export Certificates							
Exported	l by	Name and address of the exporter						
Consigne	ed to	Name and address of the importer						
Product E	Exported from	Name and address of customs port						
Total Ma	rked Net Weight	Total mass of the product(s) being shipped						
Total Cor	ntainers	The number of shipping containers used						
Product Details		Indicate product (as labeled), lot numbers, the weight of each lot number, the number of packages in each lot, shipping marks (such as container number) and producer (last certified operation to handle the product. 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 addres	ess of first operation to receive shipment in Taiwan. Name and address of Canadian exporter or seller.						
5		this document (to be filled by the issuing certification body). Dating format is YYYY/MM/DD, for example 9th e written as 2020/06/09						
9	Operator who handled organic food products at the final step before exporting, as indicated on the organic certificate.							
10	Generic name us	d to refer to the indicated product.						
11-15	Lot number. Minimum unit (weight) in which the product is sold at market. Total units of the indicated product. Total net weight (volume) of the indicated product (box 12 x box 13). Other comments.							
Section	Korean NAQS Export Certificates							
3	10 Digit NOP ID	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		of customs port (USA and city). Name and country of destination port						
10-13	•	(as labeled), 11: HS code (get from your importer), 12: net weight of the shipment s (such as container number)						
14		s of final handler (last certified operation to handle the product. Often the exporter)						
15	Certifying body of operation listed in box 14							
Section	NOP Import Certificates (export into the US)							
2	Destination city and state in the US. State name should be written out in full (not abbreviated)							
3	Date of shipment							
5	Name and address of the exporter							
6	6 Name and address of customs port in Mexico							
7	Name and address of the importer							
9-10	nd total containers							
11-15	 11: Indicate product (as labeled), 12: Harmonized tariff code as applicable: https://hts.usitc.gov/current 13: vessel, flight, container number, 14: Name of final handler (last certified operation to handle the product. Often the exporter), 15: Certifying body of operation listed in box 14 							