



## 2018 Nature's International Certification Services Processor/Handler Fee Estimate Worksheet

*This estimate is based on the information provided by the prospective applicant and may change as a result of new information received. If you have any questions, please contact the NICS office at 608-637-7080*

**Name:** \_\_\_\_\_ **Facility Name:** \_\_\_\_\_

**Address:** \_\_\_\_\_

**City:** \_\_\_\_\_ **State:** \_\_\_\_\_ **Zip:** \_\_\_\_\_

**Phone Number:** \_\_\_\_\_ **Date of Request:** \_\_\_\_\_

### Certification Fees for Processing/Handling Operations

NICS bases the certification fees for processor/handler operations on the type of operation being requested for certification. Depending on the products produced and the services provided, fees could include more than one level of the fee schedule (shown below). If a processor/handler operation has not been certified organic within the 12 months prior to the date of application, then the first year certification fee is \$750.00. If the processor/handler operation has been certified organic within the past 12 months (even if it was with a different certifier) of the date of application, then the certification fee would be based upon previous year's gross organic sales using the chart below, with a minimum certification fee of \$600.00. Each year following certification with NICS, the certification fee will be based on the most recent calendar year's organic sales, with a minimum certification fee of \$600.00. Please review the chart below for more details and note that inspection fees are not included in the cost of the certification. *Maximum annual certification fee is \$40,000.00.*

#### Certified within the past 12 months

Level 0	Level 1	Level 2	Level 3	Level 4
Not certified within past 12 months	Sales up to \$500,000 <i>(\$600.00 minimum)</i>	Sales from \$500,001 to \$2,000,000	Sales from \$2,000,001 to \$50,000,000	Sales over \$50,000,000
\$750.00	.35% (.0035) of invoiced sales	.2% (.002) of invoiced sales	.055% (.00055) of invoiced sales	.03% (.0003) of invoiced sales

### Early Bird Special

Any updating application postmarked before March 1, 2018 may deduct \$50.00 from the certification costs.  
Any updating application postmarked before April 1, 2018 may deduct \$25 from the certification costs.  
*(Early Bird Discounts may be reverted if financial balance is not paid in full by May 1, 2018.)*

### Other Processing/Handling Certification Fees (as applicable)

Retail/Restaurant Certification	Specialty Fees	Inspection Fee Deposits
Up to 7,500 square feet      \$750.00	Private Label Agreement, per agreement      \$200.00	for each P/H location      \$400.00
Up to 18,000 square feet      \$1,500.00	Excluded Handler, per location      \$200.00	For each Excluded Handler location      \$200.00
Over 18,000 square feet      \$2,500.00		Retail/Restaurant, per location      \$400.00

**Total Other Fees**      \$ \_\_\_\_\_

### Total Estimated Cost of Certification

Certification Fee <i>(enter gross organic sales here)</i>	\$	\$ <i>(Calculate fee using chart above.)</i>
Inspection Fee Deposit <i>(enter inspection deposit here)</i>		\$
Early Bird Discount <i>(if applicable)</i>		\$
Total Other Fees <i>(if applicable)</i>		\$
<b>Total Estimated Cost of Certification</b>		<b>\$</b>

Check Enclosed

Credit Card  
*(please call the office with this information)*

*Please contact the office to discuss additional payment options.*

**NATURES INTERNATIONAL CERTIFICATION SERVICES**

<b>Additional Service Fees</b>		<i>NICS reserves the right to charge additional fees, as applicable, for administrative and certification related services not specifically listed, and will be billed at a rate of \$90/hour.</i>
<b>Administrative fee:</b> <i>in-office staff technical support, mediation appeals, reinstatements, adding new products, etc.</i>		\$90/hr
<b>Noncompliance Fee Issued for Annual Updated Paperwork &amp; Fees:</b> <i>Fee assessed to operations who receive a noncompliance for failure to provide update paperwork and/or fees by May 1 annually. This fee is in addition to applicable late fees.</i>		\$100
<b>Late Fee:</b> <i>For completed annual paperwork and fees received after June 1.</i>		\$75/month
<b>Extension Fee:</b> <i>For operations extending NICS certification during transfer to another agency or for certified inventory</i>		\$200 <i>plus</i> Sales calculated from Level System
<b>Reinstatement Fee:</b> <i>For operations requiring reinstatement by the NOP prior to NICS certification - nonrefundable</i>		\$300
<b>Additional Products &amp; Services Fee:</b> <i>As applicable for operations requesting additional products/services unknown at the time of update (based on Admin. Fee). Additional inspection(s) may be required.</i>		\$90 minimum
<b>Cancellation Fees:</b> <i>NICS clients may incur this fee if inspection is cancelled within 1 week of a scheduled inspection.</i>		\$100 per instance
<b>Missed Deadline Fee:</b> <i>Failure to respond to a request for information/documentation within noted timeframe.</i>		\$50 per instance
<b>Interest:</b> <i>Beginning January 1, 2018, interest will be charged to operations who have an outstanding financial balance.</i>		1.0% monthly

### Refund Policy

*The certification and inspection fees may be refundable depending upon the stage of processing. Calculation of refunds is based on a \$90 per hour administrative fee.*