



## Atlantic Certified Organic Co-operative Ltd (ACO)

P.O. Box 40, Canning, N.S. B0P 1H0

Tel: 1-888-375-9190, Fax: 902-897-4247 e-mail: info@atlanticcertifiedorganic.ca

### 2013 Certification Categories and Fee Schedule

The following table represents the basic annual certification fee based on the previous year organic sales. This fee is inclusive for the following services:

- Application package materials
- Application pre-inspection review
- On-site inspection, inspector fees and travel expenses
- Post-inspection review and decision
- Certificate issue and inspection report

Certification Category	Gross Annual Organic Sales	2012 Certification Fees before taxes
Pre-certification	0	475.00
1	Under \$10,000	575.00
2	10,000-20,000	700.00
3	20,000-30,000	750.00
4	30,000-40,000	800.00
5	40,000-50,000	875.00
6	50,000-60,000	925.00
7	60,000-70,000	975.00
8	70,000-80,000	1025.00
9	80,000-90,000	1075.00
10	90,000-100,00	1175.00
11	100,000-200,000	1375.00
12	200,000-300,000	1625.00
13	300,000-400,000	1875.00
14	400,000-500,000	2125.00

**The Certification Fees do not include the following:**

#### Annual Accreditation Fee:

To offset the increased cost of ACO's annual accreditation fees each applicant will have a surcharge of \$50.00 added to their annual certification invoice.

**Please Note:** All completed applications forms including the Certification Renewal Summary Received after the **annual application date deadline** will be subject to a late application fee of \$50.00.

#### Inspector Overtime:

Inspector overtime will be billed directly to the operator at a rate of \$45.00 per hour. Regular inspector time includes application review, pre-inspection preparation, on-site inspection, and written report. Overtime fees will be billed to the operator if the inspector must spend additional time to complete the operations inspection beyond the time allotted per category. Overtime fees maybe incurred for those operations that have multiple application forms that require additional time. To avoid overtime charges ensure that you prepared and organized by having all required documentation, records, labels, packaging and audit trail information ready for the inspector including requirements noted in your pre-inspection letter.

**Out of Sequence Inspection:**

Efforts will be made by ACO to arrange inspections in an efficient cost effective manner. However, if an inspection must take place out of sequence when it cannot be combined with other inspections, operators will **be billed for any extra expenses including additional travel costs**. Additional fees will be invoiced upon receipt of the inspector's bill. To avoid these additional costs please ensure that your application forms are returned by the deadline or contact the office to make alternate arrangements.

**Applicable Sales Tax:**

Sales tax will be billed at the current provincial rate.

***Certification fees must be paid in full prior to inspection taking place.***

**Payment Chart**

Certification Category	
Certification Fee	
Accreditation Fee	\$ 50.00
Sub-Total:	
HST*	
Total Due	

Operation Name:	
Authorized Representative:	
Signature:	Date: