



**Handler Fee Schedule**  
**P.O. Box 821, 122 W. Jefferson St.**  
**Viroqua, WI 54665**  
**608-637-2526**

Sales tier	SALES <sup>1</sup>	PAYMENT AMOUNT			PAYMENT OPTIONS	
	Previous year's (2016) adjusted gross organic sales <sup>2</sup> Retailers: see bottom of page	Certification fee	+ Inspection deposit <sup>3</sup>	= Total payment	Pay in full with application	Pay quarterly
<b>NEW</b>	Uncertified Applicants:	\$900	+ \$400	= \$1,300	\$1,300	*
1	0 - 40,000	\$752	+ \$400	= \$1,152	\$1,152	\$288
2	40,001 - 60,000	\$826	+ \$400	= \$1,226	\$1,226	\$306
3	60,001 - 80,000	\$900	+ \$400	= \$1,300	\$1,300	\$325
4	80,001 - 100,000	\$1,000	+ \$400	= \$1,400	\$1,400	\$350
5	100,001 - 125,000	\$1,152	+ \$400	= \$1,552	\$1,552	\$388
6	125,001 - 150,000	\$1,302	+ \$400	= \$1,702	\$1,702	\$425
7	150,001 - 175,000	\$1,452	+ \$400	= \$1,852	\$1,852	\$463
8	175,001 - 200,000	\$1,600	+ \$400	= \$2,000	\$2,000	\$500
9	200,001 - 250,000	\$1,752	+ \$400	= \$2,152	\$2,152	\$538
10	250,001 - 300,000	\$1,900	+ \$400	= \$2,300	\$2,300	\$575
11	300,001 - 350,000	\$2,052	+ \$400	= \$2,452	\$2,452	\$613
12	350,001 - 425,000	\$2,252	+ \$400	= \$2,652	\$2,652	\$663
13	425,001 - 500,000	\$2,452	+ \$400	= \$2,852	\$2,852	\$713
14	500,001 - 600,000	\$2,700	+ \$400	= \$3,100	\$3,100	\$775
15	600,001 - 700,000	\$3,000	+ \$400	= \$3,400	\$3,400	\$850
16	700,001 - 800,000	\$3,300	+ \$400	= \$3,700	\$3,700	\$925
17	800,001 - 900,000	\$3,600	+ \$400	= \$4,000	\$4,000	\$1,000
18	900,001 - 1 million	\$3,900	+ \$400	= \$4,300	\$4,300	\$1,075
19	1 million - 1.5 million	\$4,400	+ \$400	= \$4,800	\$4,800	\$1,200
20	1.5 million - 2 million	\$4,900	+ \$400	= \$5,300	\$5,300	\$1,325
21	2 million - 2.5 million	\$5,400	+ \$400	= \$5,800	\$5,800	\$1,450
22	2.5 million - 3 million	\$6,000	+ \$400	= \$6,400	\$6,400	\$1,600
23	3 million - 3.5 million	\$6,600	+ \$400	= \$7,000	\$7,000	\$1,750
24	3.5 million - 4 million	\$7,200	+ \$400	= \$7,600	\$7,600	\$1,900
25	4 million - 5 million	\$8,700	+ \$400	= \$9,100	\$9,100	\$2,275
26	5 million - 10 million	\$10,200	+ \$400	= \$10,600	\$10,600	\$2,650
27	10 million - 15 million	\$17,000	+ \$400	= \$17,400	\$17,400	\$4,350
28	15 million - 150 million	\$20,000	+ \$400	= \$20,400	\$20,400	\$5,100
29	More than \$150 million	\$30,000	+ \$400	= \$30,400	\$30,400	\$7,600

**Fees for retailers, per location (above tiers do not apply):**

Certified departments totaling less than 7,500 sq. ft.: \$1150 certification fee + \$400 inspection deposit = \$1550

Certified departments totaling 7,500 sq. ft. to 18,000 sq. ft.: \$1900 cert. fee + \$400 inspection deposit = \$2300

Certified departments totaling greater than 18,000 sq. ft.: \$2900 cert. fee + \$400 inspection deposit = \$3300

**Fees for certified distributors** (applies to operations like warehouses, brokers, traders whose only organic product handling activities are excluded from a certification requirement – see NOS section 205.101): first divide your adjusted gross sales or commissions by 5 (or multiply by .2), then use that number to determine the certification fee according to the above tiers. Add the \$400 inspection deposit to determine the amount to pay in full at application.

<sup>1</sup> When a "sale" occurs with no money exchanged, such as a trade or barter, use the fair market value of the commodity to determine the dollar value to be included in your annual organic sales. Insurance proceeds must be incorporated into your gross organic sales total.

<sup>2</sup> Calculate adjusted gross by deducting the cost of any organic ingredients purchased and/or used in the final processed product.

Typically, the inspection deposit does not cover the total cost of inspection. You will be billed for the balance.

\* For Uncertified Applicants \$750 is due with your application. The balance of \$550 will be billed to you throughout the remaining quarters of the year. The Uncertified Applicant rate of \$1300 for year one applies to Uncertified Distributors. All clients are billed separately for balance due once inspection is complete.

Quarterly payments are due on 4/1, 7/1, 10/1 and 12/31 and will be billed 30 days in advance.

Actively-certified operations transferring from another certification agency or actively-certified MOSA operations that are moving and certifying at a new location, use the tier system to determine fees.

### MOSA Handler Additional Fees

<p><b>Early Bird Discounts:</b> If update forms and fees (full or first quarter) are received by February 15: If update forms and fees (full or first quarter) are received by March 15:</p>	<p><b>\$75 discount</b> <b>\$25 discount</b></p>
<p><b>One-Time Annual Deadline Extension Fee:</b> Extend your forms and fees deadline to April 15. Extension request must be made on or before April 1. If you request an extension by April 1, but do not submit your annual update forms and fees by the April 15 extension deadline, the standard late fees, as noted below, will apply. Your \$60.00 extension payment will be credited to the \$150.00 late fee. Forms and fees submitted under this extension must be postmarked or hand-delivered to MOSA on or before April 15.</p>	<p><b>\$60</b></p>
<p><b>Expedited Service Fee (NEW CLIENTS ONLY):</b> For information on how the certification process may be accelerated, refer to the Expedited Certification Service flier or contact MOSA.</p>	<p><b>\$500</b></p>
<p><b>Late Fees:</b> Update forms and fees received after April 1 deadline without an extension request. If you have not requested and paid for the one-time extension as described above, your annual update forms and fees must be postmarked on or before April 1 or hand delivered to MOSA on or before April 1. If not, a late fee will be charged at the rate of \$150/month up to a maximum of \$300.</p>	<p><b>\$150/month, max \$300</b></p>
<p><b>Additional and Surveillance Inspections:</b> refer to MOSA Program Manual</p>	<p><b>Varies</b></p>
<p><b>Missed Deadline Fee:</b> For example, failure to respond to a request for information or documentation</p>	<p><b>\$60 per instance</b></p>
<p><b>Inspection Balance:</b> The total cost of inspection includes administrative services, professional charges, and travel expenses. You will be billed for the total amount, minus the inspection deposit.</p>	<p><b>Varies</b></p>
<p><b>Inspection Cancellation:</b> Any inspection-related costs and fees that have been incurred are not refundable. Cancellation within one week of a scheduled inspection may result in a fee.</p>	<p><b>\$60</b></p>
<p><b>Administrative Fee:</b> For additional services such as additional verifications, certificate changes outside of the annual review, international services and other administrative services.</p>	<p><b>\$90/hour</b></p>
<p><b>Reinstatement Review</b> after suspension. Nonrefundable.</p>	<p><b>\$500</b></p>
<p><b>Mediation Costs</b></p>	<p><b>\$300 deposit + costs</b></p>
<p><b>Private Label Authorization Review, per arrangement, per co-packing facility</b></p>	<p><b>\$200 annual minimum</b></p>

#### MOSA Refund/Surrender/Withdrawal Policy

- Once you submit your annual Organic System Plan (OSP), a minimum of \$60 of the annual inspection deposit is not refundable. Additional inspection fees incurred through the effective date of surrender or withdrawal are not refundable.
- If MOSA staff has begun the annual initial review of your OSP, half of the certification fee is due and payable within 30 days of the effective date of surrender or withdrawal. The certification fee is separate from the inspection fee.
- If MOSA staff has completed a final review of your operation for your current-year certification, the full certification fee and inspection fee are due and payable within 30 days of the effective date of surrender.
- Any inspection-related costs and fees incurred through the effective date of surrender or withdrawal are not refundable.
- For new applicants only: if you withdraw your application before your initial review has begun, a \$90 processing fee may be charged.
- For MOSA-certified operators, if you surrender your organic certificate prior to the date of your annual initial review, fees due are based on the effective date of surrender, as follows:

<u>Surrender Date</u>	<u>Fees Due</u>
January 1– April 1	No fee
April 2 – April 30	\$150
May 1 and after	\$300