APPLICATION FOR DEMETER PRODUCE EXPORT LISTING

The completed application form, the signed undertaking and a non-refundable administration fee of $836 (inc. GST) should be sent to the Bio-Dynamic Research Institute, Post Office, Powelltown, Victoria. 3797. EFT: BSB: 013-278 Account: 0016-16202

NAME OF FIRM:

CONTACT PERSON:

ADDRESS OF PREMISES:

POSTAL ADDRESS:
(if different to above)

ADDRESS AT WHICH EXPORTED GOODS HANDLED/STORED:
(if different to address of premises)

TELEPHONE NUMBER: MOBILE PHONE NUMBER:

FACSIMILE NUMBER: EMAIL ADDRESS:

GOODS FOR EXPORT:

Note:

1. *It is expected that the exporter will be handling either pre-packaged goods ie boxes/cartons/bags of **Demeter** certified products, or handling bulk goods in container loads.*
2. *Where repackaging occurs into the exporter's own trademark/brand or containers other than those in which the certified product was received, and reference is made to the **Demeter** trademark, the exporter must apply for **Demeter** registration as a wholesaler.*

The following information is required under the DAFF (Australian Government) Organic Accreditation Program:

a) Provide the Business Entity name and indicate the legal status of this business.
b) Provide a copy of any current or previous Organic/Bio-Dynamic certification for the area/process related to this application. If such certification is no longer current, indicate if certification ceased due to de-certification or sanctions imposed by the Organic certification body.
c) This application, along with any supporting documentation must contain a signed declaration confirming all aspects of the application request are true and correct.

The Research Institute requires the following information to be provided as part of the application process:

1. A floor plan of the premises where exported goods are stored/handled in preparation for export. Indicate all receiving, storage and consolidation areas, with each area clearly identified.

2. A flow chart indicating all aspects of the transport, storage and handling procedures for the **Demeter** certified product being exported.

3. A summary of activities indicating how the operation will maintain the **DEMETER** Bio-Dynamic integrity of products. (This is refered to as the "Managment Plan"). This information includes, but is not limited to, the following:

i) The program in place to ensure identity of the certified material at all stages of the operation,

ii) Details of any areas activities which offer the potential for contamination of **DEMETER** products with substances not complying with the Standard along with the precautions taken to minimise this possibility occuring.

iii) Details of substances and methods used for cleaning of all equipment and areas which come in contact with the certified material.

iv) Provide information on the substances and methods used for pest control.

4. Indicate if any additives or food processing aids, or any other substance/product are applied to the **Demeter** product before being exported.
Note: If there are any additions, the exporter must apply for Demeter registration as a manufacturer.

5. Where an independent third party is involved in the export of the goods, the point where the exporter loses control of the product must be indicated.
For example:
   a) Bulk Grains: After container sealed with tamper proof seal.
   b) Bulk Fruit: After contents inspected by AQIS inspector and sealed with tamper proof seal.
   c) Boxed/Bagged product: After packaging onto pallets and delivering to freight forwarder i.e. not sealed with any tamper proof seal etc.

UNDERTAKING

a) I understand that the Demeter Trademark is owned by the Bio-Dynamic Research Institute and that I wish to be listed as an Exporter of Bio-Dynamic Produce sold under the **Demeter** Trade Mark.

b) I agree I have read a copy of the current version of the **National Standards For Organic and Bio-Dynamic Produce** and the **Australian Demeter Bio-Dynamic Standards.**

c) I agree that this Application, when accepted by the Bio-Dynamic Research Institute, will constitute a contract between myself and the Bio-Dynamic Research Institute.

d) I agree, to permit an appointed official of the Bio-Dynamic Research Institute to inspect my premises (and/or the premises at which the goods are consolidated for exported) for the purpose of satisfying the Council that the export of certified **Demeter** produce is being conducted as has been agreed between the two parites, at a cost to myself.

e) If required by the Bio-Dynamic Research Institute, or if the Inspector deems this necessary, samples of produce may be taken for analysis at a cost to myself.

f) In the event of being listed as an Exporter of **Demeter** produce:
I agree that I will abide by the export procedures submitted with this application (or as modified at the request of the Research Institute), and will not alter the procedure without first obtaining approval from the Bio-Dynamic Research Institute.
Note: Sign and attach the Declaration on the next page to the submitted Export procedures.

g) I undertake to maintain accurate and up to date records of all purchases, handling, transport, storage and sale of **Demeter** products, and to supply any such records to the Research Institute or its representative at their request.

h) I acknowledge that the **Organic Produce Certificates** are legal documents. As such any blank documents issued to me will be kept **secure** at all times to prevent their unlawful use and/or distribution.

i) I agree to pay the cost of issuing an **Organic Produce Certificate** and **Certificate of Demeter Quality**, which is at present $30 for produce value of up to $500, $50 for produce value between $500 to $3000. In addition to this document fee there is a levy of 1% on FOB value for exports over the value of $3000. (However, there is a maximum ceiling value of levy payable per year of $5000. That is, no exporter will pay more than $5000 per year in export levies regardles of the amount of product exported: Refer to fee schedule)

Signed:

Name:

Date:

DECLARATION OF EXPORT PROCEDURES

*(To be signed by the person responsible for the integrity of the **DEMETER** Products during storage and handling for export.)*

I, ……. agree to abide by the export procedures outlined in the attached document, and will not alter the procedure without first obtaining approval from the Biodynamic Research Institute.

Signature: ……..

Date:……..