

# AMERICERT INTERNATIONAL

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## GAP Certification Request

Form# GAP A2-v.11.12.13  
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### I. GENERAL INFORMATION

Operation Name:	<input type="text"/>	Phone:	<input type="text"/>				
Contact Person:	<input type="text"/>	Fax:	<input type="text"/>				
Street Address:	<input type="text"/>	Email:	<input type="text"/>				
City:	<input type="text"/>	State:	<input type="text"/>	Zip Code:	<input type="text"/>	Country:	<input type="text"/>

### II. CERTIFICATION INFORMATION

Please describe the certification sought:

US FARMGAP Certification       United Fresh Harmonized GAP Certification

For the above listed certification sought by the operation:

Have you obtained a copy of the applicable standard, read it, and understood it?	<input type="checkbox"/> YES	<input type="checkbox"/> NO
For FARMGAP and HARMONIZED GAP have you assembled your Food Safety Manual/Compliance Manual and reviewed it against the standard?	<input type="checkbox"/> YES	<input type="checkbox"/> NO
For FARMGAP and HARMONIZED GAP are you requesting a pre-inspection onsite assessment (additional charges apply)?	<input type="checkbox"/> YES	<input type="checkbox"/> NO
For FARMGAP and HARMONIZED GAP have you conducted annual water testing?	<input type="checkbox"/> YES	<input type="checkbox"/> NO
For FARMGAP and HARMONIZED GAP have you conducted an annual risk assessment?	<input type="checkbox"/> YES	<input type="checkbox"/> NO

Please describe the general type(s) of products and operations for which certification information is requested:

Please describe the type of certification sought and any existing certifications obtained by the operation and by whom certified:

Please describe which most accurately describes the operation to be certified:

This is a stand-alone primary operation.       This is an additional land or location request related to existing certification.  
 This operation is subcontracted or related to an existing certified operation.       This is a request to add additional products to an existing certification.

Please explain your answer to the previous question:

### III. LEGAL DESCRIPTION OF OPERATION

Sole Proprietorship.       Not for Profit or Governmental Organization.  
 Company, Limited Liability Company, Limited Partnership, Etc.       Partnership or Cooperative.

PLEASE ATTACH A COPY OF THE FORMAL RECOGNITION OF THE OPERATION'S LEGAL STATUS, EIN LETTER, OR TIN LETTER FROM THE STATE OR FEDERAL GOVERNMENT.

**IV. AUTHORIZED REPRESENTATIVES**

Authorized representatives are persons who are authorized to enter into contracts on behalf of the operation and otherwise bind the operation. An authorized representative must sign the certification request (this form), the Americert International contract, and all other certification documents.

Name	Role/Title/Position	Phone	Email

**V. CURRENT AND PREVIOUS CERTIFICATIONS**

Has this operation ever been certified to any third party verified standard or is it currently certified to any standard?  Yes  No

Have you ever been denied certification, had certification suspended or revoked, or withdrawn from certification or surrendered certification when a noncompliance was pending?  Yes  No

If you answered "yes" to either of the previous questions, please explain fully, including the name of the certifier, the dates of certification, the standard involved, and if a noncompliance was ever issued, explain the noncompliance and how resolved:

**VI. DETAILED LOCATION INFORMATION**

Primary Physical Location GPS (if known):

Street Address:

City:  State:  Zip Code:  Country:

Acres or Hectares (AC or HA) (If Applicable)

Directions from Nearest Major Town:

**VII. List of Products to Be Certified**

Please list all products or crops for which certification is being sought at this time:

**Payment and Refund Policies:** Payment is due upon submission of application with the exception of travel expenses for inspection (which will be billed post inspection.) **Refund Policy:** Submission of a cert request form and payment commences the process of reviewing the applicant's compliance by Americert International. Fees are charged for the review process and the work conducted to assess compliance. There is no refund granted for operations who are denied certification or who have their certification suspended or revoked for noncompliance. Partial refunds will be granted to first time applicants who elect to withdraw their application for consideration for certification. The amount of the refund depends on the stage of the certification process which has been reached at the time the applicant withdraws their application. If the application is withdrawn during the initial review stage, the applicant will receive a 75% refund fees paid. If the applicant withdraws their application prior to commencement of the onsite inspection, the applicant will receive a refund of 50% of the fees paid. Once the onsite inspection commences, the applicant will receive no refund of any fees paid and remain responsible for inspection travel expenses. **Important:** There is no guarantee that any operation will achieve certification. Certification is contingent upon timely compliance with the applicable standards. Payment of fees and costs are not payment for certification, they are payment for Americert to conduct compliance review procedures. In the case that Americert issues a Denial of Certification, Suspends or Revokes certification, there is no refund of any fees paid.

### VIII. AFFIRMATIONS

Florida Law, which is the law governing this application and the contract between the applicant and Americert International (AI) allows for the use of "electronic signatures." Specifically, Chapter 668 of the Florida Statutes provides that "Electronic signature" means any letters, characters, or symbols, manifested by electronic or similar means, executed or adopted by a party with an intent to authenticate a writing. A writing is electronically signed if an electronic signature is logically associated with such writing. It also provides that an "electronic signature" shall have the same force and effect as a written signature. You have the right to not use "electronic signatures". Once you have used an "electronic signature" for one transaction, or one submission of your application, it does not mean that you must use "electronic signatures" in the future. You may "opt out" at any time, by submitting any document requested by AI using the "original handwritten signature" provisions included on each AI document. AI provides all official notices using "original handwritten signatures." You have the right to provide all of your official notices and submissions and communications in the same way. Submitting any document to AI using the approved AI Electronic Submissions Provisions will be deemed as consent to use and intent to be bound by such provisions for that document only. You can receive a paper copy of any documents signed by you using an "Electronic Signature" simply by asking AI in writing. AI will provide electronic copies that can be printed by you and will not charge for this. If AI prints the document and mails it to you, AI will charge 10 cents (\$0.10) per page so sent. If you have any questions about this policy or the use of "Electronic Signatures" you should not use an "Electronic Signature" but should contact AI for more information.

By using an "electronic signature" you are agreeing to the following provisions:

I understand that I have the right to not use an "Electronic Signature" but to use an "original handwritten signature" for any document required by AI.

I understand that consenting to the use of an "Electronic Signature" in this document, does not constitute consent to use "Electronic Signatures" for any future document.

I understand that I have the right to obtain a printed copy of this or any other document I have executed using an "electronic signature" from AI, using the procedure and conditions described above.

I understand that an "electronic signature" is binding, valid, and has the same full legal effect of an "original handwritten signature". I agree that this document shall not be held to be unenforceable, inadmissible, or invalid on the basis that it contains an "electronic signature" rather than a "handwritten original signature". I agree that this document shall be entered into evidence in any proceeding on the basis of the stipulation that I am now giving that it is true, accurate, authentic, and was signed knowingly, voluntarily, and with full legal authority to do so on behalf of the organization or operation on whose behalf I am submitting it. I waive all evidentiary and procedural objections to its admission into evidence in any proceeding, as a condition and term of AI accepting this application for certification.

1.) I attest and affirm that I am a duly authorized representative of the operation in whose name this application is being submitted, having been duly granted by the organization the authority to act on behalf of and bind the operation in whose name this application is being submitted; 2.) I agree and affirm that AI (and if applying for USDA NOP certification, the USDA NOP) may rely upon this representation and that if it is later found that I was not duly authorized, either because I misstated my status as authorized representative, or because I was mistaken, that I shall be held personally liable for any damages, consequences, or penalties that flow from a negligent, fraudulent, or mistaken representation of my status, including civil and criminal penalties, fines, and damages; 3.) I affirm that all the information submitted in this application, and any attachment or appendix is true, accurate, and complete; 4.) I agree that myself and the operation applying to obtain or maintain certification shall comply with the certification standard and policies, procedures, and determinations of AI (and if applying for USDA NOP certification, with Organic Foods Production Act of 1990, and the NOP Final Rule); 5.) I understand that facilities may be subject to announced and unannounced inspections by AI (and/or the USDA) and that certified product can be sampled and analyzed at any time; 6.) I agree to send additional information as requested by AI (and/or the USDA); 7.) I agree to immediately notify AI of any incidents which may call into question the certified ( and/or organic) integrity of any product produced under this plan and certified by AI. I additionally agree to inform AI of any deviation from or change to this plan; 8.) I have obtained, read, and understand the standard and this Contract. I have had any and all questions about the policies, procedures, and regulations contained therein answered to my satisfaction, and agree that the operation and myself will at all times remain compliant with those policies, procedures, and regulations.

Name of Person Attesting and Affirming to the Above and Agreeing, On Behalf of the Operation, that the Operation and Myself Shall Be Bound by the Above Enumerated Terms and Provisions:

Operation on Whose Behalf the Person is Attesting and Affirming to the Above And Agreeing to Be Bound by the Above Enumerated Terms and Provisions, to Having Been Duly Authorized or Appointed to Act on the Operation's Behalf:

Under penalties of perjury, I swear, attest, and affirm that I am the authorized representative and agent for the operation in this matter, having been duly authorized or appointed to act on the operation's behalf and, in my capacity as agent, to bind the operation. Additionally, I swear and affirm that I have read and agree, on behalf of the operation to all of the provisions of this contract and request that each question of the plan and application has been answered truthfully.

\*Signature of Authorized Representative:

Date Signed:

\*To use an Electronic Signature rather than an original handwritten signature, please enter the first letter of your first name, your last name and the last three digits of your social security number (e.g. JSMITH024.)