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| Office use only Received: |
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Termination- Nonrenewal Surrender Form

Complete this form if you are **not applying** for continuation of certification or are **surrendering** your certification.

Select one

I/ We **do not** intend to continue my/our certification with PCO for the _____ certification year.
(For certified members who do not wish to send in or have their annual update processed for the above noted certification year. Must be received prior to May 31st of above noted year.)

OR

I/we will **surrender** my/our certification as of _____.
(For certified members who wish to discontinue organic certification with PCO immediately. Indicate the desired effective date of surrender on the blank line.)

I/we understand the following:

- PCO will issue me/us a revised Organic Product Verification (OPV) with a new expiration date.
- I/we can no longer use my/our existing OPV once the revised copy is sent.
- I/we are no longer authorized to sell certified organic products, or use the PCO name and logo, after the expiration date of my/our revised OPV.

Print Name on Certification: _____

Signed: _____ Date: _____

Farm or Business Name: _____

Reason certification is no longer needed:

- | | |
|--|----------------------|
| Out of business | Switching certifiers |
| No longer producing organic crops, livestock or products | Why? |
| Unhappy with service | |
| Why? | |
| | Other, explain |

- Certification costs
- Deceased or ill
- Paperwork

Please keep a copy of this form for your records. You will receive a confirmation letter once PCO has processed your request.

Refundable fees

Surrender received prior to the completion of the initial review: One half of all fees paid up to the date of surrender.

Surrender received after the completion of the initial review: No refund.

Membership Options

I / We would like to remain a **Supporting Member** of PCO and continue to receive the Organic Matters newsletter, meeting and workshop notices, discounts on PCO materials, invitations to meetings and free classified ads in Organic Matters. In **addition** I may vote on PCO standards and policies, and request a free copy of the PCO Certification Manual, Materials List and recordkeeping system. You may be billed the \$75.00 membership fee if you haven't already paid this fee.

I / We would like to remain an **Associate Member** of PCO and continue to receive the Organic Matters newsletter, meeting and workshop notices, discounts on PCO materials, invitations to meetings and free classified ads in Organic Matters. You may be billed the \$40.00 membership fee if you haven't already paid this fee.