



Office use only Received:

Termination - Surrender Form

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

I/we will **surrender** my/our certification as of _____.

(I/we understand after the date listed above I/we are no longer authorized to sell certified organic products or use the PCO name or logo.)

I/we understand:

Print Name on Certification: _____

Signed: _____ Date: _____

Farm or Business Name: _____

Reason certification is no longer needed:

- Out of business
- No longer producing organic crops, livestock or products
- Unhappy with service

Why?

- Certification costs
- Deceased or ill
- Paperwork

Switching certifiers

Why?

Other, explain

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

Refundable fees

- Fees in Sections 1, 2, and 3 of the PCO Certification Fees document are eligible for a 50% refund of fees paid in the current calendar year, if the initial review has not been complete.
 - If the initial review has been complete, the fees paid are non-refundable and any outstanding invoices not yet paid will be turned over to collections.
- Fees in Sections 4, 5, and 6 of the PCO Certification Fees document are non-refundable fees.