



Product Review Request Form

Business Name:

Date:

Are you requesting an expedited review?

NOTE: Expedited approval is not guaranteed and is dependent upon fully demonstrating compliance.

- Yes (\$225 fee per product - reviewed within 5 business days)
- No (reviewed within 10 business days)

Type of Review:

- New Product and Label
- Updated Formulation and/or Label (previously approved product)
- Other: _____

Product Name:

Brand:

Required Documentation: *(must be on file with PCO as part of your current OSP or submitted)*

- Complete Product Profile *(please use current version = Food 2020v6 or Feed 2020v7)*
- Label/s *(color label proof for each label and pack size)*
- Organic certificate for each organic ingredient supplier / product co-packer *(issued within the past 18 months)*
- Specification sheets *(listing sub-ingredients)* for multi-input organic ingredients and all non-organic ingredients / processing aids
 - For non-organic agricultural ingredients = Verification of Ingredient form (VOI)
 - For non-organic natural flavors = Verification of Natural Flavors form (VNF), Commercial Availability Form
- Product Flow Chart *(depicting each step of production / storage from incoming ingredient receiving to outgoing final product)*
- Uncertified Handler Declaration *(if uncertified distributors / brokers / storage facilities are used)*
- Private Label Agreement *(if a private label company that PCO does not certify is identified as the handler or distributor on the product label)*
- International Trade Supplement *(if ingredients are imported or the product will be exported and/or approved under an equivalency arrangement)*
 - For suppliers certified only to non-NOP standards = NOP Import Certificate
 - For ingredients imported from India = Certificate of Inspection (COI)

ADDITIONAL DOCUMENTATION MAY BE REQUIRED TO VERIFY COMPLIANCE UPON REVIEW OF YOUR SPECIFIC INGREDIENT, PRODUCT, AND/OR LABEL INFORMATION.