



## PCO Membership and Material Review Service Fee Schedule-2025

This fee schedule is applicable for any individual or operation obtaining a membership with PCO or requesting Material Review services. This fee schedule does not apply to certified organic operations.

| Membership:                            |  |   |   |
|--|--|---|---|
| Membership:                            | Amount:                                    | Membership Benefits:  |   |
| <b>A. Membership Fees</b>              | Advocate                                   | \$100   | <ul style="list-style-type: none"> <li>*An organic cotton, reusable produce bag - show your PCO pride when you shop!</li> <li>*Organic Matters– our quarterly newsletter packed with all the latest organic news and research</li> <li>*Free 30-word classified ad in each issue of Organic Matters</li> <li>*Monthly eNewsletter subscription</li> </ul>                                     |
|  | Business                                   | \$1,000   | <ul style="list-style-type: none"> <li>*Enjoy all the Advocate membership benefits in addition to:</li> <li>*PCO material list.</li> <li>*Web portal access that shows a Business Member Material Report containing all the inputs that PCO has already reviewed for your business, with intended uses and the review decisions.</li> <li>*10% discount on ads in Organic Matters.</li> </ul> |
| Fee:                                   |  |   |   |
| Amount:                                | Description                                |   |   |
| <b>B. Material Review Service Fees</b> | \$100                                      | Single-ingredient material review   |   |
|  | \$350                                      | Multi-ingredient material review up to 20 ingredients   |   |
|  | \$525                                      | Multi-ingredient material review 20+ ingredients  |   |
| Materials List Recognition for ACAs    | \$1,000 min or \$3.50 per operation on OID | <ul style="list-style-type: none"> <li>*PCO Annual List of Approved Materials. PDF files for Crops, Livestock, Processing, and Facility Scopes.</li> <li>*One spreadsheet containing the entirety of the dataset for the Materials List.</li> <li>*PCO Add/Drop List(s).</li> <li>*Specific PCO Material Review Policies are available upon request.</li> </ul> |   |

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|                        | Fee:                       | Amount:                 | Description   |
|------------------------|----------------------------|-------------------------|---|
| C. Administrative Fees | Late Payment               | 1.5% interest per month | More than 30 days past due date                             |
|                        | Payment Plan               | 5% of balance           | Assessed on balance to be paid over extended period         |
|                        | Returned Check Fee         | \$30 plus bank fees     | For each time a check is returned as unpaid, for any reason |
|                        | Credit Card Processing Fee | 3% of balance           | Charged on payments made with debit or credit card          |
|                        | PCO Hourly Rate            | \$175 per hour          | Circumstances not otherwise covered in this fee schedule    |

### Description of Fees and Refund Policy

- Membership Fees:
  - Memberships: All memberships run on a calendar year, with renewals being due by March 1st.
- Material Review Services:
  - PCO will contact material manufacturers to obtain all information necessary to verify compliance with the NOP.
  - Business members and ACA's requesting review's must provide the exact material manufacturer name, material name, and the intended use.
  - Four attempts of contact will be made to obtain review information from the material manufacturer. If the manufacturer does not respond to PCO's requests or chooses not to participate, the material will receive a Prohibited due to Insufficient Information Status.
  - Additional fees will be incurred if a re-review is required due to a formulation change or the submission of information after a Prohibited due to Insufficient Information status has been assigned.
  - Upon successful completion of a review, PCO will assign the status of Allowed, Allowed with Restrictions, Prohibited, or See Notes with respective information and communicate this with our members. Material review results are not to be shared publicly. PCO takes care when working with material information. PCO's confidentiality practices prohibit PCO from sharing proprietary information with our members. In some instances, PCO will not be able to explain to our members why a material has been assigned a specific status.
- Refund Policy:
  - Refund Policy: All fees for memberships and material review services are nonrefundable.

This fee schedule is effective January 1, 2025 and supersedes any prior fee schedule.

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