

September 14, 2017

ORGANIC INPUT MATERIAL REGISTRATION RENEWAL

All Organic Input Material (OIM) registrations will expire on December 31, 2017. In order to continue distribution within California you will need to renew the OIM registrations.

Renewal Process- Please complete renewal forms (OIM-0011 and OIM-0034) and submit the required fee along with any additional supporting documentation. You may mail, email or attach the renewal documentation to the registration record at this time as outlined on renewal form OIM-0011. The renewal fee can only be paid on or after January 1, 2018. After January 31, 2018, a late registration renewal fee will be imposed. Incomplete submissions will not be renewed.

The OIM renewal process includes the following:

1. Download the OIM renewal documents (OIM-0011 and OIM-0034), from our website at https://www.cdfa.ca.gov/is/flldr/fertilizer_OIM.html.
2. Complete the renewal forms and submit them to the program with any required supporting documents. You may mail, email, or attach the renewal documents to the registration record, as instructed on OIM-0011, Organic Input Material Registration Renewal Form.
3. The renewal fee can only be paid on or after January 1, 2018. After January 31, 2018, a late renewal fee will be imposed. Fees are automatically calculated in the registration record. You may also refer to the August 28, 2017, Registration Renewal Notice to Industry which outlines the fee schedule. This notice is available on the program website, <https://www.cdfa.ca.gov/is/flldr/fertilizer.html>

Note- early submission of OIM documents – The process described above does allow for early submission of OIM documents. You may begin attaching/submitting documents now. We cannot accept payment until after January 1, 2018. If you choose to submit supporting documents early (prior to January 1, 2018), please e-mail the fertilizer inbox at fertilizer@cdfa.ca.gov to notify us when you have completed your submission. We will attempt to review the submissions prior to the payment in 2018. Renewals cannot be completed until all documents and payment are received.





CALIFORNIA DEPARTMENT OF
FOOD & AGRICULTURE

Karen Ross, Secretary

Incomplete submissions cannot be renewed. If you would like to discontinue your OIM registration, make this selection in the registration record on or after January 1, 2018, or you may complete OIM-0011 and select the discontinue option.

If you have any questions, please contact our office at (916) 900-5022.

Sincerely,

ORIGINAL SIGNED BY DALE M. WOODS, PH.D.

Dale M. Woods, Ph.D.
Environmental Program Manager





Organic Input Material Registration Renewal Form

Firm Name: _____ **Firm ID#:** _____

Product Name: _____ **Product ID#:** _____

Check this box to discontinue this record.

Complete and attach the required forms and supporting documentation in the ATTACHMENTS section of the registration record (<http://inspect.cdfa.ca.gov>); payment may be submitted through the online database starting January 1, 2018. For this option, email notification to the fertilizer mailbox at fertilizer@cdfa.ca.gov is required for early review.

--- Or ---

Mail the completed forms, supporting documentation, and check payment to **CDFA-FFLDRS PCA 90315, PO Box 942872, Sacramento CA 94271-2872.**

--- Or ---

Email the documents to fertilizer@cdfa.ca.gov. Enter OIM Registration Renewal in the subject line; payment may be submitted through the online database starting January 1, 2018.

FEE

OIM Registration Renewal Fee: See August 28, 2017 Industry Notice Late Fee- after 1/31/18: Add \$50

FORMULA

- Complete the renewal formula sheet (OIM-0034). Please note any additives (binders, anti-caking agents, dust suppressants, defoamers, anti-oxidant, etc) must be declared.
- If there are any changes from the approved formula sheet, you must also complete a current Method and Ingredient Declaration (OIM-0010).

MANUFACTURING

- Since registration approval, has the manufacturing process for any ingredient or the final product changed?
No Yes (If yes, provide the manufacturing process for any new ingredients and the final product)

INGREDIENTS

- Provide the most recent proof of purchase for all of the ingredients in your formula (such as invoices, weight tickets, or bill of lading (indicate full product name)).

ANALYSIS

- Provide the most recent analysis for the following, if applicable:
 - Pathogens (fecal coliform & *Salmonella*) - for microbial products, compost, compost tea, liquid fish
 - C:N ratio - for compost
 - pH analysis - for liquid fish
 - Total Nitrogen – for liquid products that include a nitrogen guarantee on the label

I certify that the information contained in the renewal documents is true and correct.

Owner/Authorized Representative (Signature): _____ **Date:** _____

Owner/Authorized Representative (Print Name): _____

CDFA Organic Input Material Renewal Formula Sheet

Date: _____

| | |
|--------------------------|-----------------------------|
| <u>Firm Name:</u> | <u>Product Name:</u> |
|--------------------------|-----------------------------|

| Ingredient (Product Name) | Generic name | Percentage (%) in final product | Supplier Name/Address | Manufacturer Name/Address | Purpose of Ingredient |
|------------------------------|--------------|------------------------------------|--------------------------|------------------------------|--------------------------|
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| FINAL * | | 100% * | | | |

* Combined percent must total 100%

Final product is manufactured/produced at the following location: _____

Has any of the above information changed since registration approval? Yes No