Operation Name: _____ **Date:** _____

► Complete this form if you co-pack the products you grow, process, or market into another non-certified company's private label. Complete one form for each private label owner. OTCO certified operations must submit all organic labels they pack into. Please attach all labels and describe the products below.

A. Brand Owner Information

Brand Owner Name (Company Name): _____

Private Label Owner Address: _____

Private Label Owner City, State, Zip: _____

Private Label Contact Name and Title: _____

Private Label Contact Email and Phone: _____

B. PRIVATE LABEL AGREEMENT LETTER – Insert OTCO certified **(Manufacturer Name)** and private label **(Company Name)**.

Letter of Guarantee for (Company Name)

1. (Manufacturer Name) is certified organic by Oregon Tilth through its accredited organic certification program, Oregon Tilth Certified Organic (OTCO).

2. (Company Name) is not certified organic by any accredited certifying agent.

3. (Company Name) has contracted with (Manufacturer Name) to pack the (Company Name) branded product(s) listed herein. The OTCO certification claim indicated on the packaging provided for these products covers only production by or managed through (Manufacturer Name) production facilities.

4. (Company Name) agrees not to change or add any manufacturer(s) of the product(s) listed herein, or to change or add any ingredients used in the product(s) listed herein without prior notification to Oregon Tilth.

5. If for any reason (Company Name) stops contracting with (Manufacturer Name) or stops purchasing any product(s) listed herein from (Manufacturer Name), (Company Name) can no longer sell, label or represent product(s) listed herein as certified by Oregon Tilth, unless a new manufacturer has:
   a. Become certified by Oregon Tilth
   b. Put in place a new Letter of Guarantee for (Company Name)

6. Products not declared and covered by a private label agreement are prohibited from using the Oregon Tilth, or Oregon Tilth Certified Organic name, logo or any related statement or reference to Oregon Tilth.

7. The following products are covered by this letter of guarantee:

Organic Products	**Organic standard(s) under which this product will be certified by Oregon Tilth.** (i.e. USDA NOP, Canadian Organic Regime, US-Canada Equivalency etc).

Private Label Company Name/Title Signature Date

OTCO certified Manufacturer Name/Title Signature Date