**FORM APPROVED BY OMB No. 0581-0125**

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|  | **UNITED STATES** **DEPARTMENT OF** **AGRICULTURE****Agricultural Marketing Service****Specialty Crops Program** | **REQUEST FOR AUDIT SERVICES** |
| **(This is the only acceptable form for fax or electronic submission to USDA for audit requests)**NOTE: Fill in all appropriate blocks. Requested services may be delayed because of incomplete information. Type of service requested must be selected below. |
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| **DATE OF REQUEST:** |  | **ANTICIPATED DATE OF AUDIT:** |  |
|  |
| **AUDITEE INFORMATION** | **FARM / FACILITY INFORMATION** |
| Company Name: |  | Location: |  |
| Street Address: |  |
| City, State & Zip: |  | Total Acres /Total Sq Feet to be audited: |  |
| Phone Number: |  |
| Contact Person: |  |
|  |
| **APPLICANT INFORMATION** | **COMMODITIES TO BE COVERED BY AUDIT** (Please List) |
| Company Name |  |  |
| Phone Number: |  |
| Fax Number: |  |
| E-mail: |  |
| Contact Person: |  |
|  |
| **TYPE OF AUDIT SERVICES REQUESTED** (Please choose at least one) |
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| **□** Produce GAPs Harmonized Audit - *Field Operations & Harvesting* |
| **□** Produce GAPs Harmonized Audit- *Field Operations & Harvesting w/ Global Markets Primary Production Addendum* |
| **□** Produce GAPs Harmonized Audit - *Post Harvest* |
| **□** Produce GAPs Harmonized Audit– *Post Harvest w/ Global Markets Primary Production Addendum* |
| **□** Mushroom Specific GAP Audit (M-GAP) |
| **□** Tomato Audit Protocol - *Open Field Production, Harvest & Field  Packing* |
| □ Tomato Audit Protocol - *Packinghouse* |
| □ Tomato Audit Protocol - *Greenhouse* |
| □ Tomato Audit Protocol – *Repacking and Distribution* |
| □ Leafy Greens Audit (LGMA) |
| □ Identity Preservation Audit (IP) |

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| □USDA Good Agricultural Practices and Good  Handling Practices (GAP&GHP) Audit  (choose scopes below) |
| □ Part 1 – Farm Review |
| □ Part 2 – Field Harvest & Field Packing Activities |
| □ Part 3 – House Packing Facility |
| □ Part 4 – Storage & Transportation |
| □ Part 6 – Wholesale Distribution Center /  Terminal Warehouse |
| □ Part 7 – Preventative Food Defense Procedures |
| □ Other: |

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| **ADDITIONAL REMARKS** |  |
| Once a request has been received, a USDA representative will make contact within 48 hours of receipt to schedule the audit. |
| **According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor, and a person is not required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0581-0125. The time required to complete this information collection is estimated average 2 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.** |

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**OMB 0581-0125**

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1. mail: U.S. Department of Agriculture Office of the Assistant Secretary for Civil Rights 1400 Independence Avenue, SW Washington, D.C. 20250-9410;
2. fax: (202) 690-7442; or
3. email: program.intake@usda.gov.

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