

**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. Services will be declined if the request is beyond our scope of certification. Once a request has been received, a USDA representative will make contact within 48 hours of receipt to schedule the audit.

DATE OF REQUEST:		ANTICIPATED DATE OF AUDIT:	
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AUDITEE INFORMATION		FARM / FACILITY INFORMATION	
Company Name:			
Street Address:	Location(s), including non-contiguous sites and fields: (Please list here or attach longer list)		
City, State & Zip:			
Phone Number:			
Fax Number:			
E-mail:	Total Acres / Total Sq. Feet to be audited:		
Contact Person:			

APPLICANT INFORMATION (responsible for payment)
 Same as above (please still list Billing Account No.)

Company Name:			
Phone Number:	Commodities to be covered by the audit (Please list here or attach longer list):		
Fax Number:			
E-mail:			
Contact Person:			
Billing Acct No.:			

AUDIT PROGRAM REQUESTED (Please choose at least one)

<table border="1" style="width:100%"> <tr> <td><input type="checkbox"/></td> <td>Produce GAPs Harmonized Audit (choose scopes below)</td> </tr> <tr> <td><input type="checkbox"/></td> <td>Field Operations & Harvesting</td> </tr> <tr> <td><input type="checkbox"/></td> <td>Post-harvest</td> </tr> <tr> <td><input type="checkbox"/></td> <td>Tomato Audit Protocol (choose scopes below)</td> </tr> <tr> <td><input type="checkbox"/></td> <td><i>Open-field Production and Harvesting</i></td> </tr> <tr> <td><input type="checkbox"/></td> <td><i>Packinghouse</i></td> </tr> <tr> <td><input type="checkbox"/></td> <td><i>Greenhouse</i></td> </tr> <tr> <td><input type="checkbox"/></td> <td><i>Packing and Distribution</i></td> </tr> <tr> <td><input type="checkbox"/></td> <td>Harmonized GAP Plus+ Audit (choose scopes below)</td> </tr> <tr> <td><input type="checkbox"/></td> <td>Field Operations & Harvesting</td> </tr> <tr> <td><input type="checkbox"/></td> <td>Post-harvest Operations</td> </tr> <tr> <td><input type="checkbox"/></td> <td>Tomato Audit Protocol (choose scopes below)</td> </tr> <tr> <td><input type="checkbox"/></td> <td><i>Open-field Production and Harvesting</i></td> </tr> <tr> <td><input type="checkbox"/></td> <td><i>Packinghouse</i></td> </tr> <tr> <td><input type="checkbox"/></td> <td><i>Greenhouse</i></td> </tr> <tr> <td><input type="checkbox"/></td> <td><i>Packing and Distribution</i></td> </tr> <tr> <td><input type="checkbox"/></td> <td>GroupGAP (also choose GAP audit service)</td> </tr> </table>	<input type="checkbox"/>	Produce GAPs Harmonized Audit (choose scopes below)	<input type="checkbox"/>	Field Operations & Harvesting	<input type="checkbox"/>	Post-harvest	<input type="checkbox"/>	Tomato Audit Protocol (choose scopes below)	<input type="checkbox"/>	<i>Open-field Production and Harvesting</i>	<input type="checkbox"/>	<i>Packinghouse</i>	<input type="checkbox"/>	<i>Greenhouse</i>	<input type="checkbox"/>	<i>Packing and Distribution</i>	<input type="checkbox"/>	Harmonized GAP Plus+ Audit (choose scopes below)	<input type="checkbox"/>	Field Operations & Harvesting	<input type="checkbox"/>	Post-harvest Operations	<input type="checkbox"/>	Tomato Audit Protocol (choose scopes below)	<input type="checkbox"/>	<i>Open-field Production and Harvesting</i>	<input type="checkbox"/>	<i>Packinghouse</i>	<input type="checkbox"/>	<i>Greenhouse</i>	<input type="checkbox"/>	<i>Packing and Distribution</i>	<input type="checkbox"/>	GroupGAP (also choose GAP audit service)	<table border="1" style="width:100%"> <tr> <td><input type="checkbox"/></td> <td>USDA Good Agricultural Practices and Good Handling Practices (GAP&GHP) Audit (choose scopes below)</td> </tr> <tr> <td><input type="checkbox"/></td> <td>Part 1 – Farm Review</td> </tr> <tr> <td><input type="checkbox"/></td> <td>Part 2 – Field Harvest & Field Packing Activities</td> </tr> <tr> <td><input type="checkbox"/></td> <td>Part 3 – House Packing Facility</td> </tr> <tr> <td><input type="checkbox"/></td> <td>Part 4 – Storage & Transportation</td> </tr> <tr> <td><input type="checkbox"/></td> <td>Part 6 – Wholesale Distribution Center/Terminal Warehouse</td> </tr> <tr> <td><input type="checkbox"/></td> <td>Part 7 – Preventive Food Defense Procedures</td> </tr> <tr> <td><input type="checkbox"/></td> <td>Mushroom Specific GAP Audit (M-GAP)</td> </tr> <tr> <td><input type="checkbox"/></td> <td>Non-GAP Audit Services</td> </tr> <tr> <td><input type="checkbox"/></td> <td>Food Defense</td> </tr> <tr> <td><input type="checkbox"/></td> <td>GMP/Preventive Controls (currently the PSA)</td> </tr> <tr> <td><input type="checkbox"/></td> <td>Other: (please list any additional services, not already included above)</td> </tr> </table>	<input type="checkbox"/>	USDA Good Agricultural Practices and Good Handling Practices (GAP&GHP) Audit (choose scopes below)	<input type="checkbox"/>	Part 1 – Farm Review	<input type="checkbox"/>	Part 2 – Field Harvest & Field Packing Activities	<input type="checkbox"/>	Part 3 – House Packing Facility	<input type="checkbox"/>	Part 4 – Storage & Transportation	<input type="checkbox"/>	Part 6 – Wholesale Distribution Center/Terminal Warehouse	<input type="checkbox"/>	Part 7 – Preventive Food Defense Procedures	<input type="checkbox"/>	Mushroom Specific GAP Audit (M-GAP)	<input type="checkbox"/>	Non-GAP Audit Services	<input type="checkbox"/>	Food Defense	<input type="checkbox"/>	GMP/Preventive Controls (currently the PSA)	<input type="checkbox"/>	Other: (please list any additional services, not already included above)
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**ADDITIONAL
REMARKS**

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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