

**INSTRUCTIONS FOR
SEED AND PLANTING STOCK DISCLOSURE
FORM NO. ROR-622**

INTRODUCTION

- This form is a required supporting document intended to serve as part of the Organic System Plan (OSP) required by 7CFR Part 205, National Organic Program (NOP) Standards. The OSP is a detailed description of how an operation will achieve, document and sustain compliance with organic standards. This form is used to evaluate compliance with NOP Section 205.204, relating to seed and planting stock requirements. The information will also be used to determine whether or not you qualify for an exception to this section.
 - Complete this form and attach all necessary supporting documents necessary to show compliance with Section 205.204. Mail all documents to the Texas Department of Agriculture, Organic Certification Program, P.O. Box 12847, Austin, Texas 78711. If this form is being submitted as part of an application or annual renewal, and has *licensing fees attached*, please mail all documents to the Texas Department of Agriculture, Organic Certification Program, P.O. Box 12076, Austin, Texas 78711. For assistance in completing this form, call toll free 1-800-835-5832. For the hearing impaired: 1-800-735-2988 (voice) or 1-800-735-2989 (TDD/TT).
 - Issuance of certification will require an on-site inspection to verify compliance to the applicable organic standards. Incomplete or inaccurate applications and/or supporting documentation may result in denial of application or certification. A copy of this form should be duplicated and maintained on file.
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SECTION A

1. VERIFICATION INFORMATION

- Enter all business information requested – New applicants who do not have a Client Number or TDA Account Number may leave these two areas blank.
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SECTION B

1. TABLE OF ORGANIC AND NONORGANIC SEED USED OR PLANNED FOR USE

- Complete this table for all organic and nonorganic seed used or planned for use. Attach additional copies of Section B continued as needed.
 - Field or Unit Number – List the field number, greenhouse or indoor production area as they are indicated in Section E of the Producer Supporting Documentation Form (ROR-607), Section E of the Change of Producer Supporting Documentation, or the Crop List of the Producer Annual Update Supporting Documentation.
 - Organic or Nonorganic – State whether or not the seed or planting stock is certified organic or nonorganic. If the seed is certified organic, please attach a copy of the organic certificate verifying this qualification.

- Seed or Planting Stock Kind – State what seed or planting stock kind will be used (i.e. corn seed, field bean).
 - Variety – State what variety of seed or planting stock will be used (i.e. Silver Queen, Blue Lake)
 - Acres/Sq.ft. Planted – State how many acres or square feet were or will be planted in this particular seed planting stock. If a field is 40 acres but only 20 will be planted in a particular seed or planting stock kind and variety, the correct entry is 20 acres
 - Reason for exemption request – Check off all boxes that best describe the reason for your exemption request. If your request is due to “quantity”, please state the quantity you were searching for. If your request is due to a reason other than form, quality, or quantity, please mark “other” and explain why you are requesting an exemption for this particular seed or planting stock kind and variety.
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SECTION C

1. SUPPLIER CONTACT INFORMATION

- Attach additional copies of Section C for *each* different type of seed/planting stock and variety.
 - List the names and contact information of seed and/or planting stock suppliers contacted regarding the availability of the seed and/or planting stock listed in Section B of this form.
 - Describe your plan to obtain organic seed and/or planting stock in the future in the space provided. If you plan on saving seed this is the appropriate place to explain each step of how you handle the seed, from harvesting the seed to planting it as a viable crop.
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SECTION D

1. SIGNATURE

- The responsible party should mark each box, print and sign his or her name and date the form. These marked boxes and signature here indicates that the responsible party has read each summary and is aware of the responsibilities regarding the issuance of the requested license.
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