

A current food processing license issued by Iowa Department of Inspections & Appeals is required before a certificate is issued.

**ORDER FORM FOR CERTIFICATE OF FREE SALE****DATE OF REQUEST:****Food Manufacturer Information**

Manufacturing Plant Name:	Physical Address:	City :	Sate:	Zip Code:
---------------------------	-------------------	--------	-------	-----------

**Requestor Information**

Requestor Name/Title:	Requestor Address:	City	State	Zip Code
Requestor Company Name:	Requestor Phone/Ext:	Requestor Email:	Requestor Fax:	

**Product(s) Name as it should appear on the certificate.**  
(Attach product list only if additional spacing necessary)

**Country of Export****\*ONE APPLICATION FORM REQUIRED PER CERTIFICATE REQUEST\***

Certificate Category	Number of Certificates Requested	X	Fee Per Certificate	=	Total
Certificate of Free Sale (English)		X	\$35.00	=	\$
Additional Certificate Copy (English)		X	\$10.00	+	\$
Certificate of Free Sale (Spanish)		X	\$35.00	=	\$
Additional Certificate Copy (Spanish)		X	\$10.00	=	\$
<b>Total Number Enclosed:</b>			<b>Grand Total:</b>		<b>\$</b>

**Additional Comments:**

Send Certificate to:

 Same as Requestor Address   
 Same as Facility Mailing Address   
 Same as Facility Physical Address

 Other Mailing Address: \_\_\_\_\_
Send Certificate via :   
 US MAIL   
 FED EX   
 OTHER**\*Shipping Label Required for Express Mailing**

Express Mail Tracking Number:

Payment Method:   
 Check   
 Money Order*Payment processing required before issuance of Certificate of Free Sale.***\*\*SUBMIT FORM WITH CHECK/MONEY ORDER TO THE ABOVE ADDRESS**

<u>For Office Use Only</u>	Check Name	Date Received	Amount Due	Amount Received
Check No.				