



销售证申请书

Application Form for Transaction Certificate

申请单位 (公章)

Name of Applicant (Company Seal) _____

法人/负责人 (签字、盖章)

Person in Charge (Name and Signature) _____

申请日期

Date of Application

年 YYYY

月 MM

日 DD

中绿华夏有机产品认证中心

China Organic Food Certification Center

地址: 北京市海淀区学院南路 59 号 邮编: 100081

Address: No.59 Xueyuan South Road, Haidian District, Beijing Postcode: 100081

官网: www.ofcc.org.cn E-mail: wujing@ofcc.org.cn

Official website: www.ofcc.org.cn E-mail: wujing@ofcc.org.cn

注 意 事 项

Notes

1. 本表无法人（负责人）签字、盖章无效。
The Application should not be valid without the signature authorized by the legal representative or himself.
2. 本表涂改后无确认章（签字）无效。
Any alteration to the Application should not be valid unless affirmed with the signature authorized by the legal representative or himself.
3. 本表应打印，否则不予受理。
The Application should be printed ; otherwise, it may be not accepted.
4. 本表应根据交易双方合同和实际交易情况，如实填写。
The Application should reflect the true contract and transactions between parties.
5. 申请企业必应为 COFCC 认证。
The TC applicant should have already got the certification by COFCC.
6. 申请销售信息中，产品名称，产品描述，认证类别（生产/加工）等应与认证证书一致，所有栏目不应空缺，不填写的应说明理由。
Product name, product description, certification category (production/processing), should be consistent strictly with the Certificate. All columns shall not be blank. Any column in blank should be explained.
7. 申请销售信息中已开销售数量为该产品在相应证书有效期内生产的产品累计已开销售数量。
The transaction quantity approved means the accumulated quantities produced, applied and approved in the past TCs within the annual Certificate validity.
8. 申请书中生产日期应在对应证书有效期范围内。
The date of production in the application should be within the validity period of the certification.
9. 欲对多张认证证书申请销售证时，应每个证书编号对应填写一份申请表，以一份申请表填报多张证书产品的情况将不予受理。
Each Application should be corresponding to one Certificate. Several separate Applications should be submitted in case the transaction products are involved in different Certificates.
10. 销售证书格式、内容为中国国家认证认可监督管理委员会制定的统一格式，任何组织不得要求修改。
The TC format and content are uniformed by China's National Accreditation Supervision and Administration Commission.
11. 申请销售证书的费用参照《有机产品认证收费管理细则》的相关要求，企业在提交申请之后应及时缴纳相应费用。
The charge of the TC is specified in 'the organic product certification fee management detailed rules'. The applicant should pay the corresponding fees after the Application is raised.
12. 应将销售证原件交给购买方，保留复印件以备 COFCC 审查。
The TC should be handed over to the purchaser and a copy must be kept for review by the COFCC.

★请在填写申请表前，确保仔细阅读了“注意事项”，并就疑问及时与我中心联系。Before filling in the Application, please make sure to read carefully the "Notice" and feel free to contact us for any question.

1、 申请者基本情况 General Information of Applicant

获证企业名称 Name of Applicant					
认证证书编号 Certificate No.					
证书有效期 Certificate valid Period					
联系人 Contact		电话 Phone		传真 Fax	
销售证邮寄联系人 /电话/地址 TC mailing contact/ Phone/address					

2、 申请销售信息 Transaction Information

购买单位 Purchaser						
联 系 人 Contact			电 话 Phone			
合 同 号 Purchase Contract No.		发票号 Invoice No.		交易日期 Transaction Period		
产品名称 Product Name	产品描述 Product Description	已开销售数量 Transaction Quantity Approved (Ton)	本次销售数量 Current Applied Quantity			
			销售数量 Transaction Quantity (Ton)	产品批号 Product Batch Number	生产日期 Production date	交易金额 Transaction Amount

3、 随本申请书需同时提交双方供（购）货合同、发票、发货凭证（适用时）。

The purchase contract between parties、invoice and delivery documents should be submitted together with the Application.

声 明 Statement

我认真地阅读和学习了 GB/T19630 《有机产品 生产、加工、标识与管理体系要求》和《有机产品认证实施规则》，完全理解标准和法规的要求；并承诺本申请书中所列出的产品是严格按照 GB/T19630 《有机产品 生产、加工、标识与管理体系要求》生产/加工的。

I have fully learnt GB/T19630 “Organic Product-Requirements for production , processing ,labeling and management system” and “Rules for Implementing the Certification of Organic Product” very well. It is committed all the listed products produced and/or processed strictly as per GB/T19630 “Organic Product-Requirements for production , processing ,labeling and management system”.

法定/负责人 (签字):

Person in Charge(signature):

日 Day 月 Month 年 Year