



Instructions for Applying for a Certificate of Free Sale

1. Feed Manufacturers/Distributors must be currently licensed with the Iowa Department of Agriculture and Land Stewardship. Certificates will be issued only for products that are regulated or inspected by IDALS Feed and Fertilizer Bureau.
2. An Export Inspection must be performed every 2 years at the site of the manufacture and a current Export Inspection must be on file before a Certificate of Free Sale will be issued. Please be aware of your inspection date and notify the Feed and Fertilizer bureau two weeks prior at (515)281-8597.
3. Please use the order form and fill in all applicable information.
4. IDALS bills for Certificates of Free Sale and expects payment immediately following the receipt of the order.
5. Fee Schedule is as follows:
 - \$35 per Original Certificate
 - \$10 per Departmental Seal
 - \$35 per Original Affidavit
 - \$10 per Original Feed Manufacturer/Dealer License

Instructions for Good Manufacturing Practices (GMP) Inspection:

1. The purpose of the GMP Inspection is to ensure the product is safe for use, and that it has the ingredients and strength it claims to have.
2. GMP Inspection is good for 2 years. Please Contact Tanisha McGuire @ 515-281-8597 to schedule an appointment.
3. The fee for a GMP inspection is \$1609.55. (Subject to change)

Should you have further questions after reading this information, please contact Tanisha McGuire @ 515-281-8597 or email Tanisha.McGuire@iowaagriculture.gov. Office hours are 8am to 4:30 pm Monday through Friday.

