



CERTIFICATES OF FREE SALE - FEED & FERTILIZER BUREAU

PRICE LIST	
Effective 12/01/2009	
Each original, notarized Certificate of Free Sale	35
Per copy.....	10
Per departmental seal	5
Each original, notarized Affidavit	35
Per copy.....	10
Per departmental seal	5
Each original Feed Manufacturer/Dealer License	10
Per notarization on said license.....	10
Please be advised that any change in a Certificate of Free Sale or an Affidavit creates an original.	
Order	1 Certificate of Free Sale each for 4 Products
Example	4 @ 35 = 140
	With departmental seal on each: 4 x 40 = 160

1. Please use the order form and fill in all applicable information.
2. IDALS bills for Certificates of Free Sale and expects payment immediately following receipt of the order. **Should notification for collection be necessary more than once in one year, the Feed & Fertilizer Bureau will require the balance be made current. Prepayment will then be required in all future orders, regardless of circumstance.**
3. The goal of the Feed & Fertilizer Bureau is to promptly turnaround orders for Certificates of Free Sales within 3 working days. However, in-house priorities and personnel shortages may cause delay. Therefore, it is strongly recommended orders be placed with enough advanced notice to compensate for such obstacles when targeting your own deadline.
4. An Export Inspection must be performed every 2 years at the site of manufacture, and a current Export Inspection must be on file before a Certificate of Free Sale will be issued for a product manufactured at that site. Please be aware of your inspection date and notify the Feed & Fertilizer Bureau two weeks prior at 515-281-8603.
5. Certificates of Free Sales can be issued only for products manufactured in the state of Iowa.

Should you have further questions after reading this information, please contact Sherry Roberts at 515-281-8603 or email sherry.roberts@iowaagriculture.gov. Office hours are 8 am to 4:30 pm Monday through Friday.