

FAIRTRADE LICENCE APPLICATION FORM

Please complete the form and return by email to Licensing@fairtrade.com.au

A non-refundable application fee will be invoiced upon lodgment of this application form.

Australian Applicants: \$AUD220 (incl GST) **New Zealand Applicants:** \$NZD250 (incl GST)

1. COMPANY INFORMATION

Registered Business Name		
Registered Company Number (e.g. ABN – Australia)		
Business website		
Primary Contact	Name	
	Position	
	Phone	
	Mobile	
	Email	
Secondary Contact	Name	
	Position	
	Phone	
	Mobile	
	Email	
Postal Address		
Business' Registered Address		

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2. KEY CONTACTS IN YOUR ORGANISATION

Role	Name	Position	Email
Director/Head Influential Person			
Transaction Report			
Account Payable			
Artwork			
Person responsible for Fairtrade business development opportunities			
How many staff are there in your company?			

3. FAIRTRADE PRODUCTS

List the products you wish to become licenced to sell as Fairtrade:

Are you a trader? Yes No

Do you intend to directly sell a labelled Fairtrade product to consumers? Yes No

Do you intend to sell wholesale Fairtrade products? Yes No

4. RETAIL INFORMATION

Annual turnover (not just Fairtrade)?

Projected annual Fairtrade sales?

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5. REPORTING & RECORD KEEPING

Does your business have an organic certification?

Yes

No

If yes, which certification body (eg NAASA ACO OFC TOP)?

Please tick to acknowledge your responsibilities as a licensee:

- Provide transaction report of your Fairtrade sales
- Pay applicable annual licensing and certification fees
- Maintain records of physical traceability
- Submit artwork for approval prior to printing and use (allowing at least 10 working days for feedback)

I have read the Fairtrade Standards, Licensee Information Kit and am aware of my responsibilities as a Fairtrade Licensee.

Print name:

Sign:

FAIRTRADE LICENCE APPLICATION FORM CONT.

SUPPLY CHAIN INFORMATION

You only need to fill out the section relevant to your product:

- » If your product is made with a single ingredient (e.g coffee), please fill out [section 6a](#)
- » If your product is made with composite ingredients (e.g. chocolate), please fill out [section 6b](#)
- » If your product is made with cotton, please fill out [section 6c](#)

6A. SINGLE INGREDIENTS – SUPPLY CHAIN INFORMATION				
Fairtrade Product name	Pack size	Ingredient	Supplier name/ FLO ID	Producer name/ FLO ID
Are you processing & packaging the products?				
Are subcontractors used as part of the manufacturing & packaging the product?				
If yes, please provide company names, contact details and address.				
Addresses of manufacturing and storage facilities				
Estimated launch date				

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6B. COMPOSITE: MULTIPLE INGREDIENTS SUPPLY CHAIN INFORMATION

List of Fairtrade Ingredients and Non-Fairtrade Ingredients (Ingredient weight per 100 grams/mls).

Ingredient	Weight	Fairtrade (Yes/No)	Weight	Direct supplier name & FLO ID	Producer Group name & FLO ID
Are you processing & packaging the product?					
Are subcontractors used as part of the manufacturing & packaging the product? If yes, please provide company names, contact details and address.					
Addresses of manufacturing and storage facilities					
Estimated launch date					

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6C. COTTON PRODUCTION: PLEASE COMPLETE THE MANUFACTURING DETAILS

	Name	Country	FLO ID
FLO Registered trader Importer			
FLO Registered Manufacturer CMT			
FLO Certified Producer (if unknown, please ask your CMT facility)			

SUBMIT YOUR APPLICATION FORM

Return via email to Licensing@fairtrade.com.au