PRODUCT APPLICATION
FOR HORTICULTURAL MULCH

How to use this form: Type directly into the highlighted form fields or print the form and complete it by hand. Complete every applicable item; mark nonapplicable items "N/A." Attach additional sheets when the provided space is insufficient and identify the registrant, product name, and applicable section on each attachment.

** Required for all applications unless the item is expressly identified as conditional.*

SECTION I GENERAL INFORMATION

Provide the registrant and product-identification information exactly as it should appear in MSC certification records. Product and label names should match the submitted label materials.

Registrant (Company) Name *		**Date ***	
Address *			
City, State, and ZIP Code *			
Name of Preparer *		**Preparer's Title ***	
Phone *		**E-mail ***	
FAX		**Website**	
Product Brand Name *			
Name of Product as It Appears on Package Labels *			
Method of Sale *	◯ Bagged ◯ Bulk ◯ Both	**Bag Size(s) — Volume or Weight**	
UPC Code(s) — If Available or Known			

Certification term: A product may be registered at any time, and certification is valid for one year from the date of approval. Recertification is required on an annual basis.

SECTION II PRODUCT DESCRIPTION

This section must be completed to provide information about the product being certified. The information may be used to verify physical product changes and accuracy during routine audits and to establish compliance with proper labeling. Labeling must comply with the Mulch & Soil Council (MSC) Uniform Product Guidelines for Horticultural Mulches, Growing Media and Landscape Soil (UPG).

A. Physical Components

List components in decreasing order of volume. Be specific about the nature of each material, including whether it is derived from bark or wood and the genus of tree from which the material is derived. Report a content range when product formulation varies within established limits.

No.	Component	% Content Range	Genus	Particle Size Range (inches)
1				
2				
3				
4				
5				
6				

Additional components: Add an additional sheet if more than six components are required.

B. For Bark Mulch Labeled Products Only

Complete this subsection only when the product is labeled as bark mulch. Report the expected minimum and maximum percentages by volume.

1. Overall Bark Content as a % of Volume (Range) *		% to	
2. Overall Non-Bark Wood Content as a % of Volume (Range) *		% to	

C. The bark/wood content of this product is:

- ◯ A. Derived only from virgin forest products.
- ◯ B. Derived from reprocessed* wood products and may contain Construction & Demolition materials.
- ◯ C. No bark/wood content of any type is used in the manufacture of this product.

***Reprocessed/Recycled Wood as defined by the MSC UPG is:** Wood sourced from fabricated post-consumer or post-industrial products. Sources may include (but are not limited to) wood from pallets, construction and/or demolition materials that (1) have not been treated with preservatives, stain or paint; (2) contain no materials whose original manufacturer recommends against grinding or mulching; and (3) are not contaminated with any hazardous or other regulated substances. **(NOTE: Forest Products processed into mulch are NOT reprocessed/recycled wood.)**

D. Bark/Wood Source and Contaminant Controls

For responses A and B above, provide specific information for each item. Attach supporting procedures or additional detail when useful.

1) Describe the origin of bark/wood materials processed at your facilities:

2) What procedures are followed to detect and prevent heavy metals, regulated pesticides, or other contaminants in bark/wood products?

E. Other Components Added

Check each category that applies and provide the requested description, product identity, concentration, or application rate.

- ☐ Insecticides, fungicides, herbicides, or plant growth regulators (if added, give name and concentration):
  Name and concentration:
- ☐ Other (describe):
  Description:
- ☐ Dye/Colorant. If yes, list the manufacturer, name of the dye, and its application rate per cu yd:
  Manufacturer: **Colorant:**
  Application rate per cu yd:

Supporting information: When a product contains an added pesticide, plant growth regulator, colorant, or other component, provide enough identifying information for MSC to understand the material and how it is used in the finished product.

SECTION III DESCRIPTION OF QUALITY CONTROL PROGRAM

Describe the quality-control system used at every manufacturing plant where this product will be produced. The description should identify the tests or inspections performed and how frequently they are conducted. At a minimum, specifically address weights and measures testing and the procedures used for treated wood and heavy metals detection and control.

Does the manufacturing plant(s) where this product will be made have a formal quality control program? *	◯ Yes ◯ No

If yes, provide a description of the quality control process, including tests performed and frequency of testing:

Specifically describe the weights and measures testing procedure and the process for treated wood and heavy metals detection and control:

Attachments: Written quality-control procedures, inspection forms, testing schedules, or similar documents may be attached to supplement the description above. Clearly identify the product and this section on each attachment.

SECTION IV MATERIALS REQUIRED WITH APPLICATION FORM

Submit a complete application package. No application will be processed until the application fee, testing fee, product label, and product test sample have been received.

A. Fees

Fee	MSC Member	Nonmember
Application Fee	**$200**	**$400**
Product Testing Fee	**$150**	**$300**
Annual License Fee — due after certification approval, per product label	**$850**	**$1,700**

APPLICATION FEE — Enclose payment in the amount indicated on the fee schedule. This fee is non-refundable regardless of certification outcome. Application fees are waived for renewals so long as the product and label have not changed. **No applications will be processed without payment of application fee, testing fee, product label AND product test samples.**

PRODUCT TESTING FEE — This fee is nonrefundable and will be used to test for treated wood content of the mulch submitted and audit samples.

LICENSE FEE — Payment of the annual license fee ($850/MSC members; $1,700/non-members) per product label will be required after product certification is approved.

B. Product Label

Product label must accompany the application and appropriate fees. The draft or sample label must be submitted in PDF format, preferred, or in high-resolution JPG format for each proposed package size. E-mail label PDFs to certification@mulchandsoilcouncil.org.

C. Physical Sample

Please include a minimum of a 1 cu.ft. product sample with your application.

D. Application Package Checklist

☐	Completed application form
☐	Application fee
☐	Product testing fee
☐	Product label for each proposed package size
☐	Minimum 1 cu.ft. product sample

SEND THE COMPLETE APPLICATION PACKAGE TO
Mulch & Soil Council, 7507 N. FM 179, Shallowater, TX 79363
Tel: 806.832.1810 | F: 806.832.5244 | E: certification@mulchandsoilcouncil.org

SECTION V AFFIDAVIT OF TRUTH AND ACCURACY

I have reviewed this product application and understand its requirements. I acknowledge that the information provided is accurate and truthful.

Signature *		**Title ***	
Company *		**Date ***	

SECTION VI. PAYMENT METHOD

Payment Method *	◯ Check Enclosed ◯ Credit Card				
Credit Card Type	◯ VISA ◯ MC ◯ AmEx				
Card Number		**Exp. Date**		**CVV**	
Name on Card		**Billing ZIP Code**			
Signature					

FOR MSC USE ONLY

Product Name			
File Number		**Date Application Received**	
Action	◯ Acceptance ◯ Denial		
Reason for Denial			
Signature on Behalf of MSC		**Date**	