

Questionnaire to calculate FSC® administration fee



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Please complete this form and sign it, and return it to us together with the contract, of which it forms an integral part,

Each FSC-certified organization must pay an **annual administration fee (AAF)** to FSC International. This fee must be collected by the relevant certification body and is transferred 100% to FSC International. The fee is included in the invoice for the FSC-CoC audit. The currency exchange rate on the date of the invoice applies.

The amount of the fee depends on the annual turnover in wood or wood fibre products of the certified company (independently of the FSC certification) and on the type of certification (individual, multisite or group certification or exceptional single site certification of trading enterprises or multi-site certification of trading enterprises). The most current fee list as published by FSC applies.

We would therefore like to ask you to state the annual turnover of wood and wood fibre products for all sites of the organisation for which FSC certification is applied in the table below. In the case of multisite or group certification (Table 3), the sum of the turnovers of the individual locations results in a classification of the entire organisation, with the corresponding licence fee. Always the fee table according to the most recent revision of the FSC-POL-20-005 is valid.

Only organisations that do not conduct any changes to the traded products (either directly or through outsourcing) are eligible for the trader categories.

Single certification

CHART 1: Single certification (producing companies)

	Annual turnover of the company in US \$	License fee Single certification in US \$	Classification of the company (tick as appropriate)
Class 1	< 200,000	77.00	
Class 2	200,001 - 1,000,000	316.00	
Class 3	1,000,001 - 5,000,000	620.00	
Class 4	5,000,001 - 25,000,000	1,249.00	
Class 5	25,000,001 - 100,000,000	2,194.00	
Class 6	100,000,001 - 500,000,000	4,667.00	
Class 7	500,000,001 - 1,000,000,000	7,816.00	
Class 8	1,000,000,001 - 2,000,000,000	10,966.00	
Class 9	2,000,000,001 - 3,000,000,000	17,496.00	
Class 10	3,000,000,001 - 5,000,000,000	22,550.00	
Class 10+	> 5,000,000,000	33,834.00	

CHART 2: Special case: Single Certification of trading enterprises

	Annual turn-over of the company in US \$	License fee commercial enterprise in US \$	Classification of trading enterprise (tick as appropriate)
Class 1	< 200,000	31.00	
Class 2	200,001 - 1,000,000	119.00	
Class 3	1,000,001 - 5,000,000	235.00	
Class 4	5,000,001 - 25,000,000	468.00	
Class 5	25,000,001 - 100,000,000	784.00	
Class 6	100,000,001 - 500,000,000	1,168.00	
Class 7	500,000,001 - 1,000,000,000	2,334.00	
Class 8	1,000,000,001 - 2,000,000,000	4,667.00	
Class 9	2,000,000,001 - 3,000,000,000	5,833.00	
Class 10	3,000,000,001 - 5,000,000,000	7,893.00	
Class 10+	> 5,000,000,000	11,275.00	

Multisite- and group certification

CHART 3: Multisite- and group certification

	Sum of annual turnover of all sites in US \$	License fee multisite- and group certification in US \$	Classification of the whole company (tick as appropriate)
Class 1	< 200,000	77.00	
Class 2	200,001 - 1,000,000	316.00	
Class 3	1,000,001 - 5,000,000	620.00	
Class 4	5,000,001 - 25,000,000	1,249.00	
Class 5	25,000,001 - 100,000,000	2,194.00	
Class 6	100,000,001 - 500,000,000	5,428.00	
Class 7	500,000,001 - 1,000,000,000	11,664.00	
Class 8	1,000,000,001 - 2,000,000,000	23,327.00	
Class 9	2,000,000,001 - 3,000,000,000	34,990.00	
Class 10	3,000,000,001 - 5,000,000,000	45,099.00	
Class 10+	> 5,000,000,000	56,372.00	

CHART 4: Multisite- and group certification of trading companies

	Sum of annual turnover of all sites in US \$	License fee multisite- and group certification (trader) in US \$	Classification of the whole company (tick as appropriate)
Class 1	< 200,000	31.00	
Class 2	200,001 - 1,000,000	119.00	
Class 3	1,000,001 - 5,000,000	352.00	
Class 4	5,000,001 - 25,000,000	468.00	
Class 5	25,000,001 - 100,000,000	784.00	
Class 6	100,000,001 - 500,000,000	1,284.00	
Class 7	500,000,001 - 1,000,000,000	2,451.00	
Class 8	1,000,000,001 - 2,000,000,000	4,959.00	
Class 9	2,000,000,001 - 3,000,000,000	6,999.00	
Class 10	3,000,000,001 - 5,000,000,000	9,021.00	
Class 10+	> 5,000,000,000	13,531.00	

CHART 3A: List of all sites in case of multisite- or group certification

Name of Site	Address	Annual turnover wood- and fiber products (US\$)

(please extend table if necessary)

Location, Date

Name, Address of the Company/Stamp

Signature