

GET CERTIFIED AS A PRIVATE LABEL BRAND

How to Obtain a Private Label Agreement with Kosher Certification

THE PRIVATE LABEL APPLICATION PROCESS

Register your private label products in four simple steps.

1. COMPLETE YOUR APPLICATION

Submit your <u>application form</u> for a Private Label Agreement (PLA) online. All fields are required.

2.SIGN AND RETURN YOUR PRIVATE LABEL AGREEMENT

When we receive your application, we'll send you our brief PLA to be signed by an authorized corporate officer of the private label entity. Please do not add any hand-written comments to the PLA. Instead, contact the R Private Label department directly with any questions.

3. PAY YOUR INVOICE

You can pay by check, Zelle (to ar@ok.org), credit card, or wire transfer. Payment is due upon receipt of invoice. We accept both USD & EUR currencies.

4. SUBMIT PRODUCT LABELS

Submit the products to be certified. We require the manufacturer's K-ID (unique kosher ID code) for each product and a draft copy of your PL label baring the kosher logo. Do not print any labels until you receive our authorization.

Products will only be added to your kosher certificate based on the labels we receive.

CONDITIONS FOR CERTIFICATION

To be certain you're ready to go, please check these criteria before beginning your application.

PRODUCTION LOCATION

Approved private label products can be produced ONLY by the Coertified company listed in the PLA. The private label entity is not authorized to manufacture any products that will be labelled or marketed as Kosher certified. (That would require a standard kosher certification agreement with Kosher).

LABELING LOGISTICS

Either the K-certified manufacturer or the PL entity may submit labels for approval. However, only the K manufacturer may store the labels bearing the K symbol. Furthermore, the PL entity is not authorized to package or label any K-certified products.

MARKETING & SELLING PRODUCTS

The PL entity is only authorized to market and sell products packaged in their final labels/packages, as received from the manufacturer. See our <u>guide</u> to the proper use of the Symbol.

GOOD TO KNOW

Here are some helpful tips when applying for Kosher Certification as a Private Labeler.

POTENTIAL PROCESSING DELAYS

We strive for the best service possible at all times. However, processing delays can happen, so bear with us. Here are some scenarios that slow us down:

- » We receive an application from you that's incomplete or inaccurate.
- » There are handwritten notes on your PLA document.
- » An unofficial version of the K Kosher symbol was used (wrong font, added graphic elements, etc.).
- » Labels were printed with the K Kosher symbol before approval.

Avoiding these mistakes will allow the certification of your products to be a quick and smooth process.

PRODUCT SUBMISSION

Every **K**-certified product has a unique K-ID (Kosher ID). The manufacturer's K-ID is required for each PL product you wish to have certified and ensures that the correct product is used in your application. You can obtain the K-ID's from your **K**-certified manufacturer.

USEFUL TO HAVE

Please provide us with complete contact details of the main point person responsible for the private label account. We would also appreciate a backup contact person in the event the main contact is unavailable.

WE'RE HERE TO HELP!

The Reprivate Label department is always available for any questions or concerns you may have. Contact us at privatelabels@ok.org or 718-907-9598.