



SEAFOOD PRODUCTS ASSOCIATION
APPLICATION FOR GENERAL MEMBERSHIP
 WITHOUT SALMON CONTROL PLAN ENGAGEMENT
please see membership definitions on page 3

Please email your completed application to membership@spa-food.org or mail to the address at the end of this document. You may also contact us at either address if you have any questions about the application or wish to verify the status of your membership.

Section I. Company Information

Company Name:	
A subsidiary or division of:	
Headquarters Mailing Address:	City, State, Zip:
Main Company Phone:	Website:
Please list all food subsidiaries or divisions and plant locations:	

On a separate sheet, please provide a description of your organization and your products and/or services (100 words or less). The description will be included with your listing in the *SPA Membership Directory*.

Section II. Processing Information

1. Does your company have a HACCP system? Yes No If yes, please enclose a copy of HACCP plan.
2. Does your company utilize an independent thermal processing authority or consultant? Yes No Not Applicable

If yes, please specify:

3. Has your company ever used the services of a contract or private laboratory? Yes No
4. Does your company provide co-packing services? Yes No
5. Does your company utilize co-packing services? Yes No

If yes, please list:

6. Please list your company's packaging and equipment suppliers:

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Section III. Chief Contact

The SPA Chief Contact receives all general and special mailings, identifies company representatives to serve on SPA committees and, as necessary, is the primary contact point for communicating the company's position on food-related issues.

Please identify the Chief Contact for your company:

Name:	Title:		
Address:			
Phone:	Mobile:	E-mail:	

I, the above, hereby certify that the products are processed and packaged in a sanitary processing plant(s), from wholesome raw materials and ingredients, in compliance with United States laws and regulations, and in such a manner that they will remain safe and wholesome under normal commercial methods of handling, distribution, and sale.

 SPA Chief Contact Signature & Date – Typed Full Name may certify if sent electronically

Section IV. Products

Include all human and animal food products produced or sold in the United States, from all plant locations and subsidiaries in Alaska, Washington, and Oregon; reporting for plants in other areas is optional, but SPA member services will only be provided to plants that are included for dues calculation. Gross sales for the 12 months ending September 30 of the current year (or your last fiscal year) of all products should be reported in US dollars. Gross sales do not include reductions for expenses, advertising or promotions. Do not report non-seafood products that are received for subsequent distribution without any processing (i.e., box-in, box-out). Contract products processed for you by another company should be included in your gross sales.

Gross Sales in the previous year of all food products. If you had no sales last year, please estimate anticipated sales for the current year. \$ _____

In the spaces provided, please list all food products. Attach additional sheets if needed.

Section V. Contacts

Please list your company representative(s) that will be SPA's primary contact(s).

President/CEO		Quality Assurance	
Name:	Title:	Name:	Title:
Phone:	E-mail:	Phone:	E-mail:
Regulatory Affairs		Dues Billing	
Name:	Title:	Name:	Title:
Phone:	E-mail:	Phone:	E-mail:

Section VI. Signature

I hereby certify the completeness and accuracy of the above information.

Please check this box and type full name to certify in lieu of signature if sent via email.

Signature: _____

Date: _____

Name: _____

Title: _____

Email: _____

Phone: _____

Data for 12 month period ending date: _____

Who may we thank for referring you to Seafood Products Association? _____

If you have any questions about completing the application or wish to check on the status of your membership, please contact membership@spa-food.org.

Section VII. SPA Confidentiality Statement

Company pack and sales data information is held in strict confidence by SPA and its staff. Data collected is used solely for the purpose of calculating membership dues, and under no circumstances is this data shared with another member company or outside party. If a company decides to cancel their membership with SPA, their information remains confidential. Any company information shared with SPA staff related to product formulation, processes, trade secrets, etc. is also held in strict confidence. All SPA staff are required to sign a nondisclosure agreement as a condition of their employment

with SPA. Upon leaving SPA, former employees are prohibited from disclosing confidential information obtained while at SPA.

As a national trade association, SPA and its employees are very sensitive to the fact that our membership includes competing companies. SPA employees **do not** assist members in efforts that would benefit one company to the detriment of another; rather, SPA works to support activities and programs of benefit to entire industry segments.

Section VIII. SPA Membership Categories & Benefits

General Member: The full range of SPA benefits, including technical assistance, claims assistance, crisis management, regulatory consultation, communications assistance, education, and laboratory work are available for all General Members. Any Company, national or international, who is actively and regularly engaged in processing seafood and other food products or in marketing Contract Products is qualified to become a General Member of the Association, if such products are processed and packaged in a sanitary processing plant, from wholesome raw materials and ingredients, in compliance with United States laws and regulations, and in such a manner that they will remain safe and wholesome under normal commercial methods of handling, distribution and sale.

Salmon Control Plan: Members who produce salmon products in hermetically sealed containers that have been thermally processed to commercial sterility are eligible to participate in the Salmon Control Plan (SCP). The SCP is a voluntary cooperative agreement between participating members, SPA and the Food and Drug Administration. This program is funded through a separate dues category.

Associate Member: Associate Membership provides a forum for collaborative issue management related to domestic and international regulatory requirements and the opportunity to network with customers and industry colleagues at Association functions, as well as access to publications and training materials. Any Company is qualified to become an Associate Member of the Association if it is actively and regularly engaged in furnishing services to the food processing industry; or is actively and regularly engaged in the manufacture of food packaging, food packaging materials, food processing equipment, machinery, non-food supplies, or food ingredients, for sale to the food processing industry in the United States. Any Company outside of the United States who is actively and regularly engaged in processing seafood and other food products, or in marketing Contract Products, is qualified to become an Associate Member of the Association if such products are processed and packaged in a sanitary processing plant, from wholesome raw materials and ingredients in such a manner that they will remain safe and wholesome under normal commercial methods of handling, distribution and sale.

Section IX. The SPA Membership Approval Process

The SPA approval process can take up to two weeks from the date we receive the application. Your application is forwarded to the SPA President, who will review the application with our scientific staff. If there are any questions about your application, we will contact you for clarification.

Upon approval of your membership, an invoice for your annual dues will be sent to the address you specify. Your membership will be activated upon our receipt of your first dues payment.

We would be happy to schedule a visit to your local facility and

provide an orientation seminar to familiarize the rest of your staff with SPA benefits. Likewise, please feel free to let us know if you or any of your colleagues would like to visit the SPA office in Seattle, WA.

If for any reason your application is denied, we will notify you by email and provide an opportunity to discuss the reasons why your application was not approved.

We look forward to welcoming you as the newest member of the Seafood Products Association!

Section X. Where to Send Your Application

To return via E-mail, please send to: membership@spa-food.org

To return via mail, send to: Seafood Products Association Membership
1600 South Jackson St.
Seattle, WA 98144