*Place, Date*

To whom it may concern:

To follow up on the Registration Procedures for Final Buyers, Collective Trading Companies owned by Small Producers’ Organizations, Intermediaries and Maquila Companies, and given that the Registration option we have selected is the **Document-Based Evaluation or Complete On Site Evaluation**, we, *Name of Company*, declare that we fully comply with Critical Criteria of Chapters 5.1 and 5.3 of the General Standard of the *Small Producers’ Symbol*, which states the following:

|  |  |
| --- | --- |
| 5. | **CRITERIA FOR REGISTRATION OF BUYERS, COLLECTIVE TRADING COMPANIES OWNED BY SMALL PRODUCERS' ORGANIZATIONS, INTERMEDIARIES AND MAQUILA COMPANIES** |
| **5.1** | **GENERAL CONSIDERATIONS** |
| 5.1.1 | Must be legally constituted and have access to the necessary physical, administrative, organizational and financial infrastructure to fulfill the purchase and sale contracts established under the *Small Producers’ Symbol* system. |
| 5.1.2 | Must have an administrative and accounting system that allows for the clear identification of commercial operations conducted under the *Small Producers’ Symbol* system. |
| 5.1.3 | A Buyer or Intermediary (as defined in this Standard) may not be registered or apply to be registered as such under this Standard and at the same time function as a producer or owner of a company producing the same product that it buys from certified Small Producers’ Organizations. This criterion does not apply to Collective Trading Companies owned by Small Producers' Organizations. If the application of this criterion is not feasible, a request for temporary permission must be presented to *SPP GLOBAL* with due justification provided. |
| **5.3** | **TRANSPARENCY AND TRACEABILITY** |
| 5.3.1 | Must provide information associated with its operations, including the location of its infrastructure, subsidiaries, and parent or associated companies; the Small Producers’ Organizations supplying the products; and the products and product lines produced (whether or not they are to be included in the registration). |
| 5.3.2 | Must file the agreements and contracts established under the *Small Producers’ Symbol* system. |
| 5.3.3 | Must have a system for recording purchases, processing and sales, to make it possible to physically trace the products processed, bought and/or sold under the *Small Producers’ Symbol*. |
| 5.3.4 | Must publish in some way (for example, brochures, packaging or on website) what percentage of the total volume of purchases of the product in question comes from organizations certified by the Small Producers' Symbol, and if whished so, what percentage comes from small producers' organizations certified by other certification systems. |

We submit this Statement of Compliance from *Place and Date* for the purposes of the Registration Process of the *Small Producers’ Symbol*.

SINCERELY,

*Signature*

**

*Name, Position*

*Name of the company*