

REQUIRED PACKAGING/LABELING CHANGES

The costs for production and design modifications of packaging, labels, or stickers to meet foreign country labeling regulations are eligible for reimbursement under the Branded Program. Listed below are important requirements and reminders.

- ✓ The country requiring the package/label modifications must be listed in the company’s Program Agreement or approved Amendment.
- ✓ Brands and Products requiring new packaging/labels must be listed as “approved” in the company’s Program Agreement or approved Amendment.
- ✓ Both the **old** and **new** labels must include a statement of US origin such as “Product of USA” or “Made in (State)” (See the Branded Program Manual – Rules and Regulations for a list of options).
- ✓ **To be eligible** for packaging/label reimbursement, the following **two** criteria **must** be met:
 - ❑ Original domestic package or label must be approved by WUSATA and contain a statement of US origin.
 - ❑ Changes to package/labels must be due to **either** foreign import regulations that make original domestic package/labels noncompliant **or** new foreign labeling regulations that make existing package/labels noncompliant.
- ✓ Participants **are required** to submit copies of foreign government label regulations or a statement from their foreign import distributor indicating the label changes that were “necessary to meet the importing requirements”.
- ✓ Foreign Country Label Regulations are available at www.fas.usda.gov/scripts/w/attacherep/.
- ✓ See chart below for specific eligible and ineligible expenses. ▼

| Eligible Expenses | Ineligible Expenses Ø |
|---|--|
| Contracted labor to attach stickers | |
| Graphic Design – if necessary to accommodate changes | Ø Aesthetic or marketing changes to the design of a package/label |
| Plates Set-up Translation Services | Ø Production of package/labels for new brands, new sizes, or new flavors of products |
| Printing of a one year supply of package/labels or stickers ▶ Note – Costs can be claimed for either labels or stickers, not both. | |

REQUIRED DOCUMENTATION

Invoice, Proof of Payment, and Proof of Activity are required for all expenses.

Invoice –general requirements:

- Date
- Name of vendor
- Itemized charges
- See chart below for *specific requirements*. ▼

Proof of Payment – one of the following:

- Copies of the front and back of a **cancelled** check.
- Copies of the front of a check and a bank statement listing the check as clearing the account.
- Copy of a bank wire transfer confirmation listing the originator, beneficiary, date, and amount.
- Copy of a credit card statement listing payment to the vendor as a line item.
- Signed receipt from the vendor.
- Copy of the debit note, copy of the check listing the deduction, copies of the product invoices the deduction was taken on, and copies of two other product invoices to show normal pricing.

Proof of Activity

- See chart below for *specific requirements*. ▼

Specific Requirements

| Packaging/Label Changes | Invoice | Proof of Activity |
|---|--|--|
| Design / Formatting / Plate / Set-up / Translation Expenses | <ul style="list-style-type: none"> ▪ General requirements ▪ Name of project ▪ Details of charges | Must include <u>all</u> of the following: <ul style="list-style-type: none"> ▪ Example of “old” and “new” package/label with required changes identified. ▪ Copy of foreign regulations with required changes highlighted. ▪ Invoice indicating the printing of package/label. |
| Printing Expenses Note ▼ <ul style="list-style-type: none"> ▪ Printing expenses can only be claimed in conjunction with required label changes. ▪ Limited to a one year’s supply | <ul style="list-style-type: none"> ▪ General requirements ▪ Description of label or sticker ▪ Quantity printed | Must include <u>all</u> of the following: <ul style="list-style-type: none"> ▪ Copies of design, formatting, and plate charge invoices. ▪ Example of “old” and “new” package/label with required changes identified. ▪ Copy of foreign regulations with required changes highlighted. |
| Stickering Expenses | <ul style="list-style-type: none"> ▪ General requirements ▪ Quantity stickered ▪ Wages expressed as rate per hour or rate per item stickered. | Same as printing expenses. See above. ▲ |