

Oregon Kosher

6698 SW Capitol Hwy Portland, OR 97219

Tel: (503) 343-3497 Fax: (503) 343-3318



ועד הכשרות של ארעגאן

Rabbi Leonard Oppenheimer
Executive Director

Rabbi Moshe Wilhelm
Rabbinic Administrator

Rabbi Zalman Krems
Kashrus Administrator

Rabbi Kenneth Brodtkin
Rabbinic Administrator

APPLICATION FOR KOSHER CERTIFICATION

The Five Steps to a Kosher Establishment

The procedure of all national and local Kosher certifying agencies is basically the same. There are five steps that need to be taken prior to the approval of an establishment; whether industrial, commercial or restaurant.

INITIAL INFORMATION PACKET #101

The outline of these steps are;

1. Ingredients kosher status.
2. Recipes comply with kosher guidelines.
3. Kitchen procedures – insuring the cooking scene can be kosher, and verification of Bishul Yisrael &/or Pas/Chalav Israel.
4. Kosherization of equipment if needed.
5. Agreement of procedure to ensure and verify that the above are met and kept.

THE APPLICATION

The first step toward certification is filling an application form 101. Application forms are distributed upon request by calling our office or online at www.oregonkosher.org. Take a brief moment to fill out this simple and straightforward form. We at Oregon Kosher will maintain all information concerning your company with strictest confidence.

APPLICATION REVIEW

Based upon the information filled in application form 101a Rabbinic Authority will be assigned to oversee all matters relating to your company. At this time an appointment to visit your facility(ies) will be set for a physical acquaintance on-site.

THE INITIAL VISIT

The purpose of the initial visit is to walk-through the entire facility(ies) and to better understand the procedure(s) your company uses. This visit will be attended by the Rabbinic Authority assigned to your company and possibly a filed representative. At this time your Rabbinic Authority will provide you with details of the procedures you will need to follow to receive and maintain kosher supervision. He will also provide an estimate of the fees involved in providing kosher certification.

FINAL DETAILS

Having finished his inspection, the Rabbinic Authority will issue a report to our office. At this time, your annual fee will be set, determined by numerous factors, including the nature of your facility(ies), location, and the amount of work required on our part. If any matters remain outstanding, we will work with you to resolve them.

Part of our agreement with you involves monitoring your facility(ies). One of our field representatives will be assigned to visit your facility(ies). The frequency of these visits depended on the nature of your production. We make every effort to arrange these visits in the most economical way possible. In addition, a Rabbinic Authority may make an annual inspection of your facility(ies).

CONTRACT

A contract is now drawn detailing the agreement between Oregon Kosher and your company. The contract is sent to you for your review and your signed approval. A kosher certification letter is granted upon receipt of a signed contract along with the fee for your first year of supervision.

The certification fee is based on low administrative overhead, initial set-up costs, travel expenses (if any), and supervision costs. This fee is NOT linked to a percentage of sales or labels printed. The certificate details which of your products or facilities are under Oregon Kosher certification, and grants you the right to display our registered Oregon Kosher symbol on the certified products listed in your Kosher Certificate.

Congratulations! Your company is now a card holding member of the world wide network of Kosher Certifying agencies. Your Company's name can be listed on our website as well as those of many local Jewish organizations.

And you can look forward to the announcement of your new certification in the Kosher Oregonian, the regional kashrus magazine of the pacific NW.

Kindly note Because the Oregon Kosher is a local - regional kashrus agency dedicated to the Pacific North West it provides several benefits to local companies and the local community alike.

1. Cost is minimized, since all the Rabbis are local.
2. Communication is easy and many times several rabbis can be available.
3. Customer Service availability is assured.

Although it is difficult to estimate the certification fee prior to a on site visit, it should be known that The Oregon Kosher is committed to remaining flexible and economical. Many of the companies that are certified will tell you, kosher doesn't cost...it pays!

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CORPORATE INFORMATION Form #101

<u>For Office Use Only</u>	
Category	_____
Initial Auth	_____
Final Auth	_____
Date Cleared	_____
Account Number	_____

<u>Notes - For Office Use Only</u>

Date of Application: ___/___/___ Company: _____

Address: _____ City: _____ State: _____

Tel: (____) _____ Fax: (____) _____ Zip: _____

Email Address: _____ Web Site URL: _____

Company Contact: _____ Job Title: _____

Telephone No: _____ Email: _____

Accounts Contact: _____ Job Title: _____

Telephone No: _____ Email: _____

Purchasing Contact: _____ Job Title: _____

Telephone No: _____ Email: _____

Regular Visitor Hours: _____ Production Hours: _____

How did you hear about Oregon Kosher? Name: _____ Company: _____

Other: _____

1) Has the applicant ever had Kosher certification? If yes, name the Kosher Agency: _____

2) Please specify the nature(s)/type(s) of product to be certified: _____

3) Have your facility(ies) ever handled any of the following:

Dairy derived materials?.....Yes/No

Meat derived materials?Yes/No

Grape derived materials?.....Yes/No

Fish derived materials (including shell food or seafood)?.....Yes/No

4. Do you use any of the following in a separate part of your facility(ies)?

Dairy derived materials?.....Yes/No

Meat derived materials?.....Yes/No

Grape derived materials?.....Yes/No

Fish derived materials (including shell food or seafood)?.....Yes/No

This application completed by:

Signature & Title _____ Date _____