

This application can be most easily completed online at www.gapconnections.com. If online completion is not possible, send a completed hard copy to:

GAP Connections
2450 E.J. Chapman Drive
Knoxville, TN 37996
Fax: (865) 622-4550
info@gapconnections.com

GAPC Grower Members are committed to agricultural practices which produce a quality crop while protecting, sustaining or enhancing the environment with regard to soil, water, air, animal and plant life as well as protecting and ensuring the rights of farm laborers.

GAPC Grower Members are eligible to become **GAPC Certified Grower Members**.

To become and maintain GAPC Certification, a Grower Member must:

- Complete a GAPC Certification Application
- Complete the GAPC Terms and Conditions
- Complete a 578 Form with the Farm Service Agency
- Follow all GAPC Membership and GAPC Certification policies and procedures
- Adopt the GAPC Certification Standards
- Maintain records according to GAPC Certification Standards
- Participate in the GAPC Worker Concern Helpline or other approved third-party concern process
- Complete the GAPC Annual Self-assessment
- Attend annual GAPC Training
- Complete third-party GAPC Certification monitoring each year and achieve the minimum passing score for chosen type of Certification (U.S. or International)

GAPC Certification allows a GAPC Grower Member and the GAPC Grower Member's operation to be certified for three years if no verified concerns or violations of policies or procedures are discovered during those three years. If at any point GAPC is made aware of verified violations a GAPC Grower Member's certification may be revoked. During those three years the grower will be continuously monitored for compliance through the following elements:

- Adoption of the Worker Concern Helpline
- Audit in Year One (thorough on-farm visit with worker interviews if applicable)
- Site Visit in Year Two (shorter on-farm visit)
- Desktop Review in Year Three (grower sends in documents for review)



Certification Application

Contact Information for Primary Grower ID

Are you currently a GAPC Grower Member?

- Yes, what is your Grower ID Number? _____
- No (If currently NOT a GAPC Grower Member, visit www.gapconnections.com or call 865.622.4606.)

Full Name:

 First Middle Last

Date of Birth:

(mm/dd/yyyy) _____

Mailing Address:

 Street Address Apartment/Unit #

 City State Zip Code

Primary Phone: _____

Alternate Phone: _____

Email Address: _____

Farm Information

Farm Name _____

Farm Address:

Same as Mailing Address

 Street Address

 City State Zip Code

Tobacco Acreage (Acreage will be compared to reported acreage on FSA 578 Form which must be sent in with application.)

Tobacco Type	Total Number of Acres	Tobacco Type	Total Number of Acres
Flue-cured		Maryland	
Organic Flue-cured		Wisconsin	
Burley		Cigar	
Dark air		Other	
Dark-fired			

Labor Information

	Number of workers working year-round	Number of workers working seasonally	Number of workers for whom housing is provided
H-2A Hired by the Grower			
Living on Farm	NA		
Not Living on Farm	NA		
H-2A Hired by a H2ALC (H-2A FLC)			
Living on Farm	NA		
Not Living on Farm	NA		
Please specify the third-party to helps to hire your H-2A workers:		<input type="checkbox"/> I do not have any H-2A workers on my farm <input type="checkbox"/> I do not use a third-party <input type="checkbox"/> H2ALC, name and certification number: _____ _____ <input type="checkbox"/> NCGA <input type="checkbox"/> VAGA <input type="checkbox"/> AWMA <input type="checkbox"/> Other: _____	
	Number of workers working year-round	Number of workers working seasonally	Number of workers for whom housing is provided
Migrant Non-H-2A			
All other hired labor (non-family, non-H-2A, non-migrant)			
Non-family minors age 16 or 17			
Non-family minors age 15			
Non-family minors age 14			
Non-family minors age 13 or below (give number and ages in Comments)			
Comments on non-family labor:			
Do you use a farm labor contractor or crew leader to obtain labor for your tobacco operation?	<input type="checkbox"/> YES Name: _____ Certification Number: _____		<input type="checkbox"/> NO

	Number of workers working year-round		Number of workers working seasonally		
	Live on Farm Year-round	Work in Tobacco Year-round	Live on Farm Seasonally	Work in Tobacco Seasonally	
All Immediate Family 18 years or older (including grower, spouse, child, parent, sibling)					NA
Family minors age 16 or 17					NA
Family minors age 15					NA
Family minors age 14					NA
Family minors age 13 or below (give number and ages in Comments)					NA
Comments on family labor:					
Do all family minors attend school?	<input type="checkbox"/> YES		<input type="checkbox"/> NO		<input type="checkbox"/> Do not wish to answer

Associated Growers

To associate another individual with your farm operation (an “Associated Grower”) the following criteria have to be met:

- The Associated Grower must currently be a GAPC Grower Member¹
- The Associated Grower must share the same labor force, whether family or hired, with you. Specifically the same labor force must work in all fields and be hired and paid by the same person or entity for all work.
- All the decisions about management of fields farmed by the GAPC Grower Member and Associated Grower must be made jointly, i.e. there are not designated fields for each individual in which that grower makes separate management decisions.

If all the criteria above is met, that individual can be added to your farm operation as an Associated Grower.

Please note:

- Monitoring activities will be done per operation and will cover the primary Grower ID and any listed Associated Growers.
- **All Associated Growers must complete required annual training and execute the Terms and Conditions** for the operation to be certified.
- Each Associated Grower is an additional \$50 in application and administrative fees.
- After this application is completed Associated Growers can only be added by calling GAP Connections and paying applicable fees.

¹ If currently NOT a GAPC Grower Member, please visit www.gapconnections.com or call 865.622.4606 to register as a member.

	Full Name	Date of Birth	Grower ID Number
Associated Grower #1 (+ \$50)			____ _
Associated Grower #2 (+ \$50)			____ _
Associated Grower #3 (+ \$50)			____ _
Associated Grower #4 (+ \$50)			____ _
Associated Grower #5 (+ \$50)			____ _

Certification Type

Please select the type of certification you will be striving to reach this year (*explanation of standards for each certification level can be found in the 2018 GAPC Certification Standards*):

Certification Type	Score on Critical Standards for Level	Score on Additional Standards
<input type="checkbox"/> GAPC U.S. Certification	100%	75%
<input type="checkbox"/> GAPC International Certification		

Worker Interview Requirement Selection

To become a GAPC Certified Grower Member the certification audit must include worker interviews with twenty percent (20%) of the total workforce, with a minimum of two worker interviews for those operations with more than one worker and a maximum of ten worker interviews for those operations with 50 or more workers, for the current season in which the GAPC Grower Member is seeking certification, with the following exception.

If the GAPC Grower Member has less than ten (10) acres of tobacco, uses only immediate family labor **AND** completes the Immediate Family Labor Confirmation in the Terms and Conditions, the employee interviews are waived.

Employee Interview Requirement Selection	Interview Requirement
<input type="checkbox"/> I have more than ten (10) acres and hire non-immediate family labor to produce my tobacco crop.	20% of total workforce* for the current season
<input type="checkbox"/> I have more than ten (10) acres and only hire immediate family labor.	20% of total workforce* for the current season
<input type="checkbox"/> I have less than ten (10) acres and hire non-immediate family labor to produce my tobacco crop.	20% of total workforce* for the current season
<input type="checkbox"/> I have less than ten (10) acres and only hire immediate family labor (<i>complete the Immediate Family Labor Confirmation in the Certification Terms and Conditions</i>).	No worker interviews are required for the current season.

* Total workforce includes all hired labor including part-time, full-time, and seasonal workers. There is a minimum of two worker interviews and a maximum of ten worker interviews for each farm that hires more than one non-immediate family labor.

Data Releases

For GAPC to share information with Regular Company Members about a GAPC Grower Member or the GAPC Grower Member’s operation’s GAPC compliance, the GAPC Grower Member must complete a data release authorizing permission. Please complete the information below and sign to allow information to be shared with selected Regular Member Companies.

Each Grower ID associated with the tobacco operation should complete a data release and select the Regular Member Companies they currently have a business contract with.

The following GAPC Grower Member(s) permit GAP Connections to transfer electronically stored data including, but not limited to, GAPC training attendance data, notification of and results from compliance audits, and any other information associated with the listed grower ID number(s) to any third-party auditor contracted by GAP Connections and to the selected Regular Member Companies of GAP Connections.

This release agreement covers data accumulated on the GAP Connections database from the date the GAPC Grower Member registered for a Grower ID and all future data accumulated on the database unless the grower revokes this data release agreement by contacting GAP Connections (giving 30 working days for this revocation to take effect).

By signing this release form the GAPC Grower Member accepts GAP Connections policies, including the Privacy Policy and Antitrust Compliance Policy and understands that each Regular Member Company that receives his/her information will decide individually how to interpret any results or information shared with them by GAP Connections.

GAPC Grower Member acknowledges and agrees that GAP Connections, Inc., and its affiliates, directors, officers, employees, members and agents, have no control or authority over the Regular Member Companies of GAP Connections, Inc., and cannot be held liable for the actions, if any, taken by such Regular Member Companies as a result of the release of information. GAPC Grower Member agrees to indemnify and hold harmless GAP Connections, Inc. and its affiliates, directors, officers, employees, members, and agents, individually and collectively, against any and all damages, including costs of investigation and legal fees and expenses, arising out of or related to the release of information related to GAPC Grower Member.

Information to be completed on next page.



Certification Application

Name	Grower ID	Signature

Company Selection for above Grower ID Number		
<input type="checkbox"/> Alliance One International <input type="checkbox"/> American Snuff <input type="checkbox"/> Burley Stabilization Corporation (BSC) <input type="checkbox"/> Burley Tobacco Growers Coop (BTGC, KY Coop) <input type="checkbox"/> China Tobacco International (CTI) <input type="checkbox"/> Gallatin Redrying and Storage Co.	<input type="checkbox"/> Hail & Cotton <input type="checkbox"/> JTI <input type="checkbox"/> Lancaster Leaf <input type="checkbox"/> Philip Morris USA (PMUSA) <input type="checkbox"/> R.J. Reynolds Tobacco <input type="checkbox"/> Santa Fe Natural Tobacco Co. (SFNTC)	<input type="checkbox"/> Swisher International <input type="checkbox"/> TH'International Tobacco <input type="checkbox"/> United Tobacco Company <input type="checkbox"/> U.S. Smokeless Tobacco Company (USSTC) <input type="checkbox"/> U.S. Tobacco Cooperative, Inc. (Flue Coop) <input type="checkbox"/> Universal Leaf
Name	Grower ID	Signature

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Growers Consent to be Listed as a Certified Grower

GAPC will provide a listing of GAPC Certified Grower Members and operations to all GAPC Regular Member Companies. This listing contains only the full name of the GAPC Certified Grower Member and address of operation. This listing is only visible to GAPC Regular Member Companies (to view a current list of companies please visit www.gapconnections.com). Please indicate below if you would like your name and operation’s address to be listed if you achieve certification.

	Date of Birth	Grower ID Number	Upon Certification, do you wish to be listed on the GAPC Certification list viewable to all GAPC Regular Member Companies?
Grower on Application		___ ___ ___ ___ ___ ___	<input type="checkbox"/> Yes <input type="checkbox"/> No
Associated Grower #1		___ ___ ___ ___ ___ ___	<input type="checkbox"/> Yes <input type="checkbox"/> No
Associated Grower #2		___ ___ ___ ___ ___ ___	<input type="checkbox"/> Yes <input type="checkbox"/> No
Associated Grower #3		___ ___ ___ ___ ___ ___	<input type="checkbox"/> Yes <input type="checkbox"/> No
Associated Grower #4		___ ___ ___ ___ ___ ___	<input type="checkbox"/> Yes <input type="checkbox"/> No
Associated Grower #5		___ ___ ___ ___ ___ ___	<input type="checkbox"/> Yes <input type="checkbox"/> No

Signatures

Signature indicates agreement to data releases and certification listing choices and affirms accuracy and completeness of application.

Signature of Grower on Application	Date
Signature of Associated Grower	Date
Signature of Associated Grower	Date
Signature of Associated Grower	Date

Signature of Associated Grower

Date

Signature of Associated Grower

Date

Payment

There is a \$150 admin and application fee to be paid with each certification application. For each associated grower ID listed on the application there is a \$50 fee. Applications will not be reviewed until receipt of payment.

Payment: \$150 + (_____ x \$50) = _____
(number of associated growers)

Check:

Mail to GAP Connections, 2450 E.J. Chapman Drive, Knoxville, TN 37996

Credit Card Choice:

Visa

MC

Discover

Card Number _____

Name on Card _____

Expiration Date _____

Security Code _____

Zip Code _____

Checklist:

- Complete Certification Application**
- Complete Certification Terms and Conditions**
- Obtain and send FSA 578 form with Certification Application**
- Submit payment to GAP Connections for admin and application fee**

(Separate form from Application)

Applicant voluntary self-identification form

Applicant's Full Name	
Date of Application	

GAP Connections may, from time to time, apply for certain grants and similar funding which requires it to provide information regarding the demographics of its participants and members. As such, GAP Connections must track our applicants by gender and race/ethnicity. Information provided will be kept confidential and separate from your Certification Application and will not be used for purposes of analyzing your Application. When reported, data will not identify any specific individuals or entities.

For this reason, we invite you to indicate your gender and race/ethnicity below.

Gender	<input type="checkbox"/> Female <input type="checkbox"/> Male <input type="checkbox"/> I Do Not Wish to Disclose
Race	<input type="checkbox"/> Hispanic or Latino <input type="checkbox"/> White <input type="checkbox"/> Black or African American <input type="checkbox"/> American Indian or Alaska Native <input type="checkbox"/> Native Hawaiian or Other Pacific Islander <input type="checkbox"/> Asian <input type="checkbox"/> Two or More Races <input type="checkbox"/> I Do Not Wish to Disclose