

SBCN Member Consent Form



Purpose:

This document demonstrates consent of member organizations (Member), under the Small Business Certification Group (SBCN), to follow all applicable FSC and group requirements. This agreement covers the calendar year of the audit being conducted. If you choose to sign this, you are agreeing to an audit within the current calendar year, and membership charges. If you choose not to sign this consent form, your participation in the program will be terminated.

Consent Agreement:

I, _____, on behalf of _____ confirm that we:
Authorized Representative *(Legal Company Name)*

1. Remain a member in good standing of our Group.
2. Agree this is a legally binding agreement for payment of fees associated with our participation in the SBCN.
3. Acknowledge and agree to the general obligations and responsibilities for participation in a group Chain of Custody (COC) certificate, as stipulated in applicable FSC standards, contracts, and procedures.
4. Name a primary contact who will be responsible for and responsive to all SBCN/AGC communications.
5. Agree to conform to all applicable FSC certification requirements, obligations, corrective action requests, and procedures of the SBCN, including those tied to Certification Body and FSC/ASI external evaluations and publishing of public information
6. Authorize SBCN to apply for and administer FSC COC certification on our behalf.
7. Acknowledge our responsibility for the part we play in the maintenance of the overall certificate.
8. Understand failure to abide by SBCN policies may result in removal from the certificate, without the return of paid fees.
9. Understand that failure to be responsive to all SBCN/AGC requests will result in your company being assessed fee(s) which you acknowledge you are responsible for paying (see reverse for additional information on fees).

Our annual forest product sales based on our most recently completed fiscal year, which **must be under ten million dollars per year** for purposes of determining group eligibility, are shown in the following table:

Number of Employees	Total (REQUIRED):
Gross Sales (<i>per most recent fiscal period</i>)	Total (REQUIRED):
Subtractions (<i>sales not related to forest products</i>)	Subtractions:
Total Accountable Sales (<i>FSC & non-FSC sales related to forest products</i>)	Adjusted Total (REQUIRED):

Exact amounts are required for Gross and Accountable Sales. Supporting documentation is required to be verified by SBCN. See page 2 for more information.

Authorized Signature: _____

Title: _____ Date _____

Please see additional information on page 2, prior to signing this consent form.

Annual Forest Products Turnover & Supporting Documentation

per FSC-POL-20-005 V3.1

The exact amount of your Forest Products Turnover is to be provided on an annual basis. Forest Products Turnover means the Revenue of all certified and uncertified forest products and products containing wood or fiber components. (i.e., all wood products, pulp and paper products, and non-timber forest products according to FSC-STD-40-004a). It does not refer to 100% non-forest products companies might produce. For clarification, Forest Products Turnover does not refer to related services.

Oral or written self-declarations of Forest Products Turnover can no longer be accepted. Members must show supporting documentation which matches the dollar amounts entered in the Consent Form. Supporting documentation may include:

- Tax records and filings
- Accounting records
- Financial statements
- A declaration from an accounting firm
- Management accounts showing financial general ledger coding

Our recommendation is to provide a profit and loss statement, or other applicable financial statement, with every line blacked out except the dollar figure(s) directly applicable to the required information above.

If you have any questions, please contact us at sbcn@americangreenconsulting.com