



**Bio- Dynamic Research Institute Application Form
Application - Registration for Certification**

Please complete this form and submit to Bio-Dynamic Research Institute (BDRI)

120b Beresford Road, Lilydale 3140 or info@demeter.org.au

Application Form for new applicants and/or applicants transferring from another Certifying body

Where a section and/or question is not relevant to your operation, please indicate this by inserting Not Applicable or N/A.

New Applicant Personal & Business Details

<i>New Applicant Personal & Business Details</i>	
Entity Name (as per ABN registration)	
ABN Number	
Trading As	
Legal Status (Propriety, legal representative, trust, etc.)	
Principal Representative Name	
Physical Address	
Postal Address (if different from above)	
Physical Address 2 (if applicable)	
Postal Address (if different from above)	
Year First Brought/Leased	
Leased Property Address (if applicable)	
Phone no & Email Address	
Alternate Contact Name	
Alternate's Phone no & Email Address	

Bio-Dynamic Research Institute

120b Beresford Road, Lilydale 3140 | 0428 677 669 | info@demeter.org.au | www.demeter.org.au
ABN 24004714872

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BDRI Application Form v2.4 April 2026

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B: TYPE OF BUSINESS (PLEASE SELECT WHERE APPLICABLE)

Farmer	<input type="checkbox"/>
Farmer with on farm Processing	<input type="checkbox"/>
Farmer with off farm Processing	<input type="checkbox"/>
Farmer with on and off farm Processing	<input type="checkbox"/>
Processor	<input type="checkbox"/>
Retailer	<input type="checkbox"/>
Wholesaler	<input type="checkbox"/>
Exporter	<input type="checkbox"/>
Other – Please specify	<input type="checkbox"/>

C: TYPE OF CERTIFICATION REQUIRED

Demeter Bio-Dynamic certification to the Australian National Standard for Organic and Bio-Dynamic Produce and to the Demeter Standard .	<input type="checkbox"/>
Organic - certification to the Australian National Standard for Organic and Bio-Dynamic Produce.	<input type="checkbox"/>
Bio-Dynamic - certification to the Australian National Standard for Organic and Bio-Dynamic Produce.	<input type="checkbox"/>

D: PRODUCT/S FOR CERTIFICATION (PLEASE LIST)

- *If you are a **Processor** – please remember to fill in the Raw Materials list attached to the end of this form (APPENDIX A)*

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E: CONVENTIONAL PRODUCE OR PRODUCT

Do you have any conventional Produce and/or product grown and/or stored on your premises	<input type="checkbox"/> Yes <input type="checkbox"/> No
<p><i>If yes, please provide a list of such product/produce:</i></p> <p>**** If yes please indicate in your Organic / Bio-Dynamic Farm Management Plan how this produce is kept separate and prevented from contaminating Organic/Biodynamic Produce.</p> <p>A management Plan template is available from the BDRI office.</p>	<i>List</i>

F: PREVIOUS OR CURRENT CERTIFICATION

Have you and/or the area related to this application been previously or are currently certified to the National Standard for Organic and Bio-Dynamic Produce by another Certifying body?	<input type="checkbox"/> Yes <input type="checkbox"/> No
If yes to above question 1 please complete:	
a. Name of the certification body	
b. Certification Number	
c. Expiry date of most recent certificate.	
d. If such certification (in 1 above) is no longer current, indicate if certification ceased due to de-certification or sanctions imposed by the Organic certification body.	<input type="checkbox"/> Yes <input type="checkbox"/> No
e. Have you received / did you receive any sanctions (e.g. corrective Action requests, non-conformities, suspensions) from you previous or current cert body?	<input type="checkbox"/> Yes <input type="checkbox"/> No
f. Do you have any outstanding sanctions (e.g. corrective Action requests, non-conformities, suspensions) that BDRI should be made aware of?	<input type="checkbox"/> Yes <input type="checkbox"/> No
If such certification (in 1 above) is current or previous, BDRI will be contacting this certifying body for further information including, but not limited to, requests regarding previous sanctions, last inspection report, suspensions and complaints . Please refer to the declaration below – point M - and note that by signing this declaration – you agree.	<input type="checkbox"/> Yes <input type="checkbox"/> No

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APPLICANT CHECKLIST

Document/s Required for	
FARMER	
Organic Farm Management Plan	<input type="checkbox"/>
Farm Map including Areas, boundaries, paddock sizes, Quarantine areas etc	<input type="checkbox"/>
<i>If in a Fire Ant area, please contact BDRl</i>	<input type="checkbox"/>
<i>List of inputs in last 3 years either in this document or as an attachment</i>	<input type="checkbox"/>
PROCESSOR	
PROCESS REQUIREMENTS:	<input type="checkbox"/>
New Organic Management Plan attached	<input type="checkbox"/>
New Map / Floor plan and Process flow attached	<input type="checkbox"/>
DOCUMENTS TO PROVIDE	
Raw materials list / recipes and % ingredients – attached at the end of this doc	<input type="checkbox"/>
Valid certificates of all certified ingredients to be used	<input type="checkbox"/>
All Ingredients – proof that they are NON-GMO (if not an Org or BD certified ingredient)	<input type="checkbox"/>
Valid DATA sheets for all processing aids, additives, carriers etc.	<input type="checkbox"/>
If CONVENTIONAL Goods are used AND not listed in Appendices G,H,I,J,K,L:	<input type="checkbox"/>
Provide evidence that no Organic or BD was available in quantity and quality	<input type="checkbox"/>
Proof that they are non-GMO	<input type="checkbox"/>
ADDITIONAL WINE REQUIREMENTS:	<input type="checkbox"/>
SO2 & RS levels at bottling (refer to pg 66 of the NS)	<input type="checkbox"/>
***LABELS	<input type="checkbox"/>
Has the label been included – Back and Front?	<input type="checkbox"/>

If required, please contact BDRl office info@demeter.org.au for Organic Farm Management Plan and/or Organic Processor Management Plan templates.

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H. UNDERTAKING AND DECLARATION

By signing below, I agree that:

- A. This Application, when accepted by the Bio-Dynamic Research Institute (BDRI), will constitute a contract between myself and the Bio-Dynamic Research Institute (BDRI).
- B. I have read the current version of the Australian National Standard for Organic and Bio-Dynamic Produce which can be downloaded using the following link: <https://www.agriculture.gov.au/export/controlled-goods/organic-bio-dynamic/national-standard> and understand the conditions outlined in this Standard, especially, that Production units can **only be certified as in-conversion after at least one year under organic management practices.**
- C. I will undertake my operations in accordance with the the National Standard for Organic and Bio-Dynamic Produce as it applies to Organic and/or Bio-Dynamic produce and to abide by the standards and the requirements of the Standard.
- D. If the initial review of this application is successful, I will - during normal working hours - permit a proper official of the BDRI to inspect my operation and types of goods for Certification purposes to ensure that I meet the requirements set out in the **National Standards For Organic and Bio-Dynamic Produce** – including examination of all documents and grant access to all areas.
- E. I may be subject to an unannounced inspection as required by 4.1.5 in the **National Standards For Organic and Bio-Dynamic Produce.**
- F. I shall allow participation of observers during the conduct of evaluation in C,D&E as may be required by BDRI from time to time for training or external audit requirements.
- G. I shall undertake to maintain **accurate and up-to-date records** of all purchases, production, processing, handling, transport, storage and sale of products, and to supply any such records to the BDRI at their request.
- H. If required by the BDRI, I understand samples of soil, water or produce may be taken for analysis at a cost to myself (Applicant).
- I. I further understand that, at an initial inspection, BDRI will require soil samples to be taken and to be analysed at a NATA certified laboratory and that these checks will be charged to the Applicant. Furthermore, I understand that if these initial samples do not satisfy the requirements of the National Standard, further sampling may be required and charged to the Applicant. If these sample results still do not satisfy the requirements of the NS, then BDRI may not certify the goods and / or property affected.
- J. I consent to the use of a BDRI subcontracted NATA certified laboratory to do my sample tests.
- K. I will notify the BDRI (as the Certification Body), without delay, **of any changes to my operation and/or management plan** that may affect the ability to comply with the National Standard for Organic and Bio-Dynamic Produce requirements.
- L. I will pay all fees as set out in the fee schedule and pay for the soil and/or tissue sample(s) as required by the BDRI. **I understand that the Application fee is payable on Application, the initial inspection fee is payable before the initial inspection and that the accreditation fee, travel fees and sample testing fee/s are payable before a certificate is issued.**
- M. I give BDRI authority to contact my previous certifier to ask for any further information including, but not limited to, requests regarding previous sanctions, last inspection report, suspensions and complaints.
- N. Should legislation or government accreditation require information to be disclosed to a third party such as a foreign government agency, I agree to allow BDRI to disclose my accreditation information. (example of accreditation information may include certification status, land area certified and goods certified and/or exported etc)
- O. I consent to BDRI sharing my accreditation

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- P. I understand & accept that there will be exchange of information from BDRI should I choose – in the future - to transfer from BDRI to another certifier. “This will include, but not limited to, audit results, NC’s and Complaints
- Q. I give permission and consent for BDRI to share my certification documents (e.g. Inspection reports, Soil or tissue sample tests, Farm management plans, Farm Maps, Labels and Raw material lists etc) with parties involved in the certification and compliance review of my operation. These parties may include, but are not limited to, BDRI personnel, Inspectors, Consultants, Directors, Reviewers, Testing laboratories and Impartiality committee members. Please note that all staff or people involved in the certification process and who have access to your documents have signed a confidentiality agreement with the BDRI.
- R. I give permission and consent for BDRI to share my certification and accreditation documents with 3rd party accreditation agencies (e.g. the Department, IOAS and the internal auditor) when these agencies are auditing the BDRI Office. Please note that all 3rd party agencies and staff or people involved in the certification and accreditation process and who have access to your documents have signed a confidentiality agreement.
- S. I understand that, if additional documentation has been requested at the initial inspection (including Corrective Action Requests) is not received by BDRI **within 60 calendar days** from the date of the initial inspection, then BDRI **will cancel the application** and the process will have to re-commence, including another inspection. The cost of this will be carried by the Applicant.
- T. BDRI reserves the right to refuse certification if the Applicant is found to be non – compliant.
- U. BDRI reserves the right to suspend, withdraw or terminate the Operator’s certification should the operator fail to comply with a – s as above.
- V. BDRI has an appeal process. Forms are accessible on the website or from the BDRI office info@demeter.org.au.
- W. As per the Administrative arrangements for Approved Arrangements_2022 Section 11.1i BDRI is required to publish a directory of Australian certified organic goods and their operators. Once certified, I therefore give consent to BDRI to publish my certificate details on their website [Demeter Bio-Dynamic – Bio-Dynamic and Organic Certification in Australia](#).

DECLARATION

I declare that all the information provided in this Form and all additional and supporting documentation is true and correct at the time of signing this agreement.

I understand that giving false or misleading information may result in certification not being granted.

I declare that I have read the above and, by signing below, agree to all these points A to W.

Should anything change, K above applies.

Signed

Name

