

COR Application Renewal Instructions
Fish Processing Plants

1. Complete and sign the annual report form (it should be xeroxed as necessary);
2. Pay annual fee of \$150 by one of these methods:
 - a. Make out a check;
 - b. Pay by credit card through the UDAF by calling (801) 538-7100.
 - c. Pay in person at the SLC office.
3. Send the complete application (form and check). Complete applications are due at Utah Department of Agriculture & Food (UDAF) before December 31; otherwise a late fee of \$25 may be assessed. If the application is not received by December 31, the COR will no longer be valid;
4. For fish processing activity between the submittal of the annual report and January 1, please submit an addendum report consisting of additional completed forms. The addendum report is due at UDAF by January 31.

If deficiencies exist with the application, UDAF will contact you. When deficiencies are remedied, the COR is normally issued usually within 10 working days. If a COR is not issued, your application fee minus \$5.00 will be refunded with an explanation. After the COR is issued, you may then purchase fish from an approved source. Contact the Fish Health Program office for approved sources. Applicants may continue operations during the renewal process.