



American Emu Association
Certified Emu Oil Bottler Program
Application, Requirements & Procedures



This information is required before approval will be granted to become a Certified Emu Oil Bottler.

Company Name:

Phone:

Bottling Facility Street Address, City, State & Zip:

Contact Name & Phone (Must be an AEA general US member in good standing):

Email Address:

Fax:

A One Time Application Fee of \$30.00 MUST accompany this application.
Enter your credit card information below or include a check made payable to the American Emu Association.

Credit Card Number:
 Expiration Date:
 Name On Card:
 Cardholders Signature:

Registered at AEA office:

Signature of Applicant

Date

By signing above you are agreeing to abide by the program requirements, procedures, restrictions, and consequences listed on page 2 of this document.

By:

Date:

Instructions:

1. Submit the signed application, your \$30 payment, and all required documents to the AEA.

Checklist:

- Include a check for \$30 or your credit card payment details.
- Include proof of product liability insurance, naming the American Emu Association as an additional insured.
- Include written procedures for bottling, sanitation, and batch tracking practices.
- Include a minimum of 4 pictures of the bottling facility: One of the outside of the building, one of the inside of the building showing the room used for bottling, and 2 of the bottling equipment and work area.

Applications that are received without payment, all the required documents, or proof of product liability insurance will not be processed.

AEA will notify the applicant after approval.

Mail: American Emu Association, 510 W Madison Street, Ottawa, IL 61350
 Email: aeacertified@aea-emu.org

The AEA reserves the right to approve, disapprove or rescind approval of this application at their discretion.

With the approval of this application the AEA is not acting as a licensing agent, we are only giving you permission to use our seal. It is the bottler's responsibility to comply with any local, state, or federal regulations as well as to follow the FDA's current Good Manufacturing Practice (GMP) Guidelines.

American Emu Association

Certified Emu Oil Bottler Program Requirements, Procedures, Restrictions, and Misuse Consequences

Program Requirements:

- The bottling facility must be located in the United States of America.
- The contact person for the organization must be an AEA general US member in good standing.
- The organization must provide proof of product liability insurance naming the American Emu Association as an additional insured.
- The organization must agree to follow all specified procedures as listed below.
- Written procedures for bottling, sanitation, and batch tracking practices must accompany the application. The AEA must be notified when any changes are made to these procedures.
- The organization must use the designated application form for label/seal approval for customers to obtain the AEA Certified Fully Refined seal for their use.
- If your address, location or bottling procedures change you will be required to reapply for certification.
- Applicant must submit a minimum of 4 pictures of the bottling facility: One of the outside of the building, one of the inside of the building showing the room used for bottling, and 2 of the bottling equipment and work area.
- The organization agree to follow ethical business practices.
- All of the information submitted to the AEA will be held in strictest confidence.
- The AEA reserves the right to approve, disapprove or rescind the use of the AEA Certified Fully Refined seal at their discretion.
- ***With the approval of this application the AEA is not acting as a licensing agent, we are only giving you permission to use our seal. It is the bottler's responsibility to comply with any local, state, or federal regulations as well as to follow the FDA's current Good Manufacturing Practice (GMP) Guidelines.***

Specified Procedures:

- The Oil Bottler must follow the written procedures for bottling, sanitation, and batch tracking practices as outlined in their submitted documents.
- The Oil Bottler must retain a batch tracking record on site for a period of 3 years.
- Before the AEA Certified Fully Refined seal can be placed on any oil container, a copy of the label artwork (including all verbiage) must be submitted to the AEA for authorization.
- The AEA will review the submitted label artwork and send back authorization to the applicant and to the Oil Bottler. By doing this, the AEA knows who is using the seal.
- The AEA Certified Fully Refined seal can only be used on certified pure emu oil.
- All containers displaying the AEA Certified Fully Refined seal must also have a batch number displayed on the container for quality control and tracking purposes.

Program Restrictions:

1. ONLY Grade A emu oil can be approved to carry the AEA Certified Fully Refined seal.
2. Product formulas that blend emu oil with other ingredients CAN NOT use the seal.
3. AEA Certified Fully Refined emu oil that is reprocessed, or that is further refined, or altered in any way after certification MUST be re-certified.
4. Once the seal is broken on a container of AEA Certified Fully Refined emu oil the certification is void unless the oil is being rebottled by a Certified Emu Oil Bottler.
5. ANY use of the AEA Certified Fully Refined seal must be authorized by the AEA.
6. Unauthorized use of the AEA Certified Fully Refined seal, or the use of any other mark confusingly or deceptively similar to our seal, will be considered trademark infringement and will be dealt with accordingly.

Consequences For Unauthorized Use Of The AEA Certified Fully Refined Seal:

Unauthorized use of the AEA Certified Fully Refined seal, or the use of any other mark confusingly or deceptively similar to the seal, will be considered trademark infringement and will be dealt with accordingly.

Those in violation will be pursued in the following manner to the full extent of the law: a letter will be sent to the company; a complaint will be filed with eBay or any other venue, if applicable; letters will be sent to the state attorney general, FDA and the Federal Department of Justice; the bottler and refiner will be notified.