Colorado Co-Pack Directory Form

(*Please print or type*)

Company Name:

Contact:

Plant Address:

Plant Phone: Fax:

E-mail: Web site:

I. Current Co-Packing Contracts:

Products currently co-packed:

Are references from current/prior clients available upon request?..... ... Yes No

Minimum run requirements (minimum volume that can be run):

II. Current Product Line:

Item	Package Type	Unit Size	Units/Case

III. Current Equipment Inventory:

IV. Standard Ingredient Inventory:

Ingredient(s):

Ingredient purchasing is responsibility of the..... processor contractor

Ingredient transportation is responsibility of the..... processor contractor

V. Standard Packaging Inventory:

Items	Specifications

Packaging purchasing is responsibility of the..... ◯ processor ◯ contractor

VI. Quality Control:

Q.C. procedures used:

Q.C. forms used?..... ◯ Yes ◯ No

Q.C. personnel available for in-house runs?..... ◯ Yes ◯ No

Specification confidentiality possible?..... ◯ Yes ◯ No

Contractor may be present during runs? ..... ◯ Yes ◯ No

Current inventory of laboratory equipment:

VII. Product Development:

Product development services available? ..... ◯ Yes ◯ No

Product development services available without processing contract?..... ◯ Yes ◯ No

Confidentiality agreement available if processor develops formulation?..... ◯ Yes ◯ No

Exclusive use of formulation available if processor develops formulation
(formulation will not be used for any other purpose)?..... ◯ Yes ◯ No

Exclusive rights to formulation available if processor develops formulation
(contractor can continue using formulation if contract ends with processor)?..... ◯ Yes ◯ No

Shelf life testing of new products available?..... ◯ Yes ◯ No

VIII. Current Distribution Access:

Distribution available for co-pack accounts?..... ◯ Yes ◯ No

Distributors currently picking up at plant:

Transportation access (miles from nearest interstate, airport and rail access):

IX. Plant:

Percentage of plant capacity currently used: ____ %

Plant expansion possible to obtain additional contracts? ..... ◯ Yes ◯ No

Year company was established: ____

Age of plant: ____

Plant/equipment maintained regularly?..... ◯ Yes ◯ No

Procedures for sanitary maintenance:

____

State/County Health Dept. approved?..... ◯ Yes ◯ No

If meat/poultry processor, have current USDA inspection grant?..... ◯ Yes ◯ No

Room temperature storage available?..... ◯ Yes ◯ No

Refrigerated storage available?..... ◯ Yes ◯ No

Freezer storage available?..... ◯ Yes ◯ No

Restrictions on water/electricity/gas? (if yes, explain below)..... ◯ Yes ◯ No

____

Water supply used (well/city/district): ____

Water pre-treated?..... ◯ Yes ◯ No

Waste water treated?..... ◯ Yes ◯ No

Waste discharge limits: ____

X. Employees

Number of employees (full time/part time): ____ / ____

Average employee tenure: ____

XI. Check off all product categories you are interested in packing (consider equipment, labor, storage requirements involved)

- ☐ Bakery Mixes
- ☐ Bread/Cake and Similar Products
- ☐ Candy/Confections
- ☐ Cheese, Natural and Processed
- ☐ Cookies/Crackers
- ☐ Dressings/Pickles/Sauces
- ☐ Feeds, Prepared
- ☐ Field Crops, Bulk and Packaged
- ☐ Flavoring, Extracts and Syrups
- ☐ Fruit Fillings
- ☐ Fruits/Vegetables, Fresh
- ☐ Fruits/Vegetables, Frozen
- ☐ Grains, Nuts and Seeds
- ☐ Ice Cream/Frozen Desserts
- ☐ Icings
- ☐ Other:
- ☐ Juices, Fruit/Vegetable
- ☐ Meat
- ☐ Meats, Prepared and Sausage
- ☐ Milk, Fluid
- ☐ Oils, Shortening
- ☐ Pasta Products
- ☐ Potato Chips and Similar Products
- ☐ Poultry
- ☐ Soft Drinks, Bottled/Canned
- ☐ Specialties, Canned
- ☐ Specialties, Frozen
- ☐ Specialties, Vacuum-Packed
- ☐ Spices and Condiments
- ☐ Tea
- ☐ Wine and Spirits

Important: Print document before leaving site otherwise information may be lost. Fax completed form to 303-239-4125 or mail to:

Colorado Department of Agriculture

Markets Division

700 Kipling St., Suite 4000

Lakewood, CO 80215-8000

Print Document