



## Meat & Poultry Inspection

### APPLICATION FOR REGISTRATION

Kansas Department of Agriculture  
 Accounts Receivable and Licensing- M&P  
 1320 Research Park Drive  
 Phone (785) 564-6776, Fax (785) 564-6778  
 E-mail: [ARandlicensing@kda.ks.gov](mailto:ARandlicensing@kda.ks.gov)  
 Website: <http://agriculture.ks.gov/>

Calendar Year: \_\_\_\_\_

Kansas Establishment No. \_\_\_\_\_

**REGISTRATION FEE: \$25**

Please check all boxes which apply to your operation.

- Red Meat                       Rabbit                       Poultry

**Custom:**

- Custom Slaughter Facility - CLF  
 Custom Processing Facility - CPF  
 Custom Slaughter and Processing Facility - MCF

**Inspected:**

- Inspected Slaughter Facility - ISF  
 Inspected Processing Facility - IPF  
 Inspected Slaughter and Processing Facility - MSP

**Other:**

- Broker - MMB  
 Animal Food Manufacturer - AFM  
 Small/Seasonal Slaughter Facility - SSF  
 State-owned Facility at Regent Institution - SFR  
 Facility at Public Secondary School - FSS  
 Public Warehouseman - POW  
 Wholesaler - WHS  
 Poultry Exemption (see back) - POE  
 Federally Inspected Plant - FIP

Facility Name: \_\_\_\_\_ Email: \_\_\_\_\_

Facility Address: \_\_\_\_\_ City: \_\_\_\_\_ Zip: \_\_\_\_\_

Mailing Address (if different from above): \_\_\_\_\_

Phone #: \_\_\_\_\_ County: \_\_\_\_\_ Tax ID#: \_\_\_\_\_

Business Type:     Individual     Partnership     Corporation, Incorporated in the State of: \_\_\_\_\_

Name of Business owner(s): \_\_\_\_\_

Name of each person listed above who has been convicted in any Federal or State court of (1) any felony or (2) more than one violation of any law, other than a felony, based upon acquiring, handling or distributing of unwholesome, mislabeled or deceptively packaged foods or based upon fraud in connection with transactions in food. Include the nature of the crime, the date of conviction and the court in which convicted. Attach a separate sheet if necessary. K.S.A. 65-6a36.

**I hereby attest that the information in this application is true, complete and accurate.**

\_\_\_\_\_  
Signature of Owner, or Agent

\_\_\_\_\_  
Printed Name of person signing application

\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

This institution is an equal opportunity provider.

For Office Use Only

Code	Fee	Transaction Number	Check No.
	\$		
MLP			

**Exemption Status: Custom \_\_\_\_\_**  
**Poultry \_\_\_\_\_**

## Poultry Exempt Registration

There are many exemptions from official inspection where the inspection legend is applied to the finished product. Because these products do not bear the mark of inspection, there are some restrictions as to their production.

**Please check the box below** next to the exemption you will be operating under. A compliance officer will follow up with you to confirm that you meet the requirements of the exemption and see if you have any questions. Periodic inspections are conducted to verify compliance with the exemption.

Two exemptions do not require registration: Personal Use and Producer, grower, 1,000 bird limit. They are included here for informational purposes. Unless otherwise stated below, a person cannot operate under more than one exemption. If a person exceeds the bird limit, or wants to do multiple operations, then official inspection is required.

✓	Exemption	No. of birds	Requirements*
-----	Personal Use	No limit	Slaughter, processing, transportation of poultry products is done by the owner; For the private use of the owner, owner's household, and owner's nonpaying guests and employees; Poultry is healthy when slaughtered and produced under sanitary conditions; Poultry cannot be sold or donated as human food; If owner transports poultry for use by owner, members of his household and non-paying guests and employees, poultry must be properly labeled.
-----	Producer, grower	1,000	Grower only slaughters birds raised by grower; For sale <u>from the farm</u> , no restriction on who selling to; Poultry grower does not engage in buying or selling poultry products other than those produced from poultry raised on his or her own farm; Slaughter or processing is not done at a facility used for slaughter or processing poultry by another person.
<input type="checkbox"/>	Custom Slaughter, processing, or both	No limit	Slaughter and processing done for the owner of the poultry for the private use of the owner, owner's household, and owner's nonpaying guests and employees; Poultry is healthy when slaughtered and produced under sanitary conditions; Poultry cannot be sold or donated as human food; If owner transports poultry for use by owner, members of his household and non-paying guests and employees, poultry must be properly labeled.
<input type="checkbox"/>	Producer, grower	20,000	Grower only slaughters birds raised on premises by grower; Grower sells, in a calendar year, only poultry or poultry products he or she prepares; Poultry is healthy when slaughtered and produced under sanitary conditions; Poultry products are distributed solely by the grower and only within the state and grower does not buy or sell other poultry products; Poultry must be properly labeled; Poultry products may be sold within the state to other businesses for resale as meat or meals, including a distributor, hotel, restaurant, retail store, institution, or small enterprise when the product is produced under a Federal or a State exemption.
<input type="checkbox"/>	Producer, grower, or other person (PGOP)	20,000	An owner (either grower or purchaser) who slaughters poultry, and may also process that poultry; Poultry products are distributed solely by the processor and only within the state; Poultry is slaughtered and produced under sanitary conditions; Poultry must be properly labeled; Poultry may be sold to household consumers, restaurants, hotels, and boarding houses to be used in those homes and dining rooms for the preparation of meals served or sold directly to customers intrastate but <u>not</u> to retail stores or other producer growers.
<input type="checkbox"/>	Small Enterprise	20,000	Processing of Federal or State inspected or exempt poultry product is limited to the cutting up of carcasses; Facility operates and is maintained in a manner that prevents the creation of insanitary conditions and ensures that the product is not adulterated; Facility used to slaughter or process poultry is not used to slaughter or process another person's poultry; Poultry must be properly labeled; Poultry products are distributed solely by the processor and only within the state; <b>May</b> slaughter or cut up poultry for sale to household consumers, HRI, and retail stores; <b>May not</b> cut up and distribute poultry products to businesses operating under the Producer/Grower or PGOP, Retail Dealer, or Retail exemption.
<input type="checkbox"/>	Retail Exemption	No limit	Poultry products must be produced from federal or state inspected and passed poultry; Poultry products must be properly labeled; Poultry products may be sold to household consumers, hotel, restaurant, and other institutions (HRI) provided that 75% of the total retail sales are made to household consumers, and the HRI sales do not exceed \$51,700 in one year.

\*This is a brief summary of the key requirements that distinguish an exemption, there may be other requirements. Please see our related fact sheet, and consult the regulations in 9 C.F.R. 381.10.