

Sample Letter of Request

Please type on company letterhead

Date

NYS Department of Agriculture & Markets
Division of Food Safety and Inspection
Attn: Luisa Kisel
10B Airline Drive
Albany, NY 12235

Or email to:
FoodSafety.COFS@agriculture.ny.gov

Please issue a Certificate of Free Sale for the products listed below which are being shipped to **(List Country)**.

We certify that all the ingredients contained in each of the products to be exported are approved for use in a regulation of the U.S. Food and Drug Administration or appear on the GRAS list. Each product(s) listed below is manufactured with the same formula when said product(s) is offered for sale and sold in the United States. Each product is readily available for sale in the United States without restriction and said product(s) is intended for human consumption when used in accordance with good manufacturing practices.

All products listed below will be manufactured:

List name and address of company

Products for Export:

List products

Signature and Title