



Product Formulation Statement for documenting processed New York State Food Products

A food item, processed inside or outside of New York State (NYS), comprised of over 51 percent agricultural raw materials grown, harvested, or produced in New York State by weight or volume is considered a New York State Food Product, and is eligible for use in the NYS 30% Initiative and Nourish NY programs.

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Processor Name:	Processing company only (not the distributor)
Product Name:	Used to identify the product on invoices & packaging
Product Code:	
Product Batch/Run #:	Indicate "all" or similar, if applicable. Or indicate
Production Date(s):	batches/runs/dates if not all runs meet NYS product criteria.

NYS Ingredient Name	NYS Ingredient Business/Farm of Origin Information				Amount of NYS Ingredient ¹
	Name	City	State	Zip Code	
Only include NYS ingredients, other ingredients do not have to be listed.	List the business/farm name, and the address.				List amount by volume or weight, not by percent.
Total amount of all NYS ingredients ¹					0
Total amount raw product ¹ List total weight or volume of product.					
Percent of NYS ingredients in product ²					0.00%

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¹Amount in batch/run listed consistently by either weight or volume; please keep units consistent as well. For example, if pounds are used continue with pounds for each ingredient.

²Total amount of NYS ingredients ÷ Total amount of raw product x 100

I certify the above information is true and correct and that the product identified above is comprised of over 51 percent agricultural raw materials grown, harvested, or produced in NYS, by weight or volume.

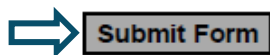
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Must be signed by processor.

Signature of Official Company Representative	Title	Phone Number
Printed Name	Date	Email Address

For further guidance on how to complete a PFS, please see the [Product Formulation Statement Guide](https://agriculture.ny.gov/PFS_guide), also found on our website at: https://agriculture.ny.gov/PFS_guide

"Submit Form" emails the completed PFS to Ag & Markets for review.



Detailed Instructions

Section 1

Processor Name:

- Only the name of the company who processes the product can go here. Distributors cannot fill out a PFS, unless they also process the item themselves.

Product Name:

- Name of the NYS product being produced.

Product Code:

- Product code used on the invoice.
- If NYS ingredients are always sourced for a specific product, a unique product code is required, especially if that product has a conventional counterpart.
 - o Example: NYS applesauce (product code: 14538), Applesauce (product code: 14890)

Product Batch/Run #:

- If the product formulation and NYS sourcing and volume is consistent across all batches, "All" can be used in this category.
- If the amount of NYS ingredients sourced for a product is inconsistent, the individual batch number or run number needs to be entered.

Production Dates:

- If the product formulation and NYS sourcing and volume is consistent across all batches, "All" can be used in this category.
- If the amount of NYS ingredients sourced for a product is inconsistent, the date of the batch run needs to be entered.

Section 2

NYS Ingredient Name:

- Only NYS ingredients need to be included in this section. Do not include ingredients sourced from outside NYS.

NYS Ingredient Business/Farm of Origin Information:

- Include the name and address of the farm for each ingredient sourced.

Amount of NYS Ingredient:

- Only volume or weight of each ingredient should be included.
 - o Be consistent with ingredient measures. Use either volume or weight for each ingredient, do not mix measurement types.
 - o Do not use percentages.

Section 3

The person certifying the information must be a representative of the company processing the product.

- A PFS signed or filled out by a distributor or other entity not directly involved in the processing of the product in question will not be accepted.

Submit Button

- The submit button will bring up a new window to email the form to the Department of Agriculture and Markets (AGM).
 - o The email address and form are automatically attached. You may add recipients to the email if desired.

PFS Usage

The Fillable PFS can be found [here](#). To digitally sign and submit the PFS, it needs to be downloaded from our website. Selecting either the download button or the link on our website will open the PFS in a web browser. The digital signature and submit button will not work in the web browser. Instead, you will have to download a copy of the form to digitally sign and submit.

Important Notes

Product Formulation Statements are good until June 30th. The open period for submitting a PFS will be announced on May 15th every year from AGM. A PFS received and approved after May 15th is good until June 30th of the next year.

A PFS can be submitted at any point throughout the year, but if it is submitted before May 15th, it will expire on June 30th of that year, at which point a new PFS will be necessary for verification from July 1st through June 30th of the next year.

If an ingredient in the PFS is itself a processed product, a separate PFS for that product is required from the manufacturer.

If sourcing changes for any ingredient, or if additional farms are added to the sourcing list for ingredients, a new PFS is required to be submitted to AGM immediately to maintain NYS verification status.