



October 3, 2022

TO: OOCC Handlers

RE: REPORTING REQUIREMENTS

Please be advised that all commercial olive oil handlers¹ have an ongoing duty to keep accurate records of all olives purchased and olive oil handled, including the names of producers whose olives were purchased or handled. Food and Agricultural Code (Code) Section 79873 requires handlers to keep records for at least two years, even if the olive oil is from their own olives.

Records must contain all information required by the Commission. (Code Section 79873.) Blank assessment forms will be mailed to handlers on an annual basis to report gallons of olive oil produced that season. Completed forms and payment on those gallons must be received by the Commission by February 28 of the corresponding season. For the 2022-2023 season, completed forms and payments are due to the Commission by **February 28, 2022**.

The identity of each handler and the information reported shall be kept confidential and not made public under any circumstances. However, aggregate figures which do not identify a handler or individual information may be disclosed by the Commission. (Code Section 79874.)

Failure to provide the required forms to the Commission by the due date or upon request is a violation of Commission law subject to civil penalties of **\$1,000.00 per violation**. It is a criminal act to falsify reports or information required by the Commission.

Every handler is personally liable for payment of the assessments collected from producers, and failure to collect the assessment from any producer shall not exempt the handler from liability. An assessment that is levied in accordance with Commission law is a personal debt of the producer assessed. The Commission may commence civil action and utilize all remedies in law and equity to ensure compliance with reporting and assessment collection requirements.

We appreciate your cooperation. Please contact the Commission if you have questions:

Olive Oil Commission of California
1521 I Street, Sacramento, CA 95814
(916) 441-1581
info@OliveOilCommission.org

Sincerely,

A handwritten signature in black ink, which appears to read "Chris Zamboni". The signature is written in a cursive style and is positioned above a horizontal line.

¹ This includes Producers who handle their own olive oil.