Farm Organic Record Keeping Template

An outline for organic recordkeeping, used by certified or transitioning farms that must trace products from field to sale. Print it, fill it in on site, and file the completed copy with your records.

Farm / unit: _____ Date: _____ By: _____

Field and activity log

Input purchases and receipts

Seed source documentation

Harvest and yield records

Storage and cleanout records

Sales and shipping records

Audit trail summary

Complaint and corrective action notes

TIP Ask your certifier how long to keep records and which formats they accept.