



# NATURAL FIBER PRODUCERS

## MEMBERSHIP AGREEMENT

### ***WHAT YOU CAN EXPECT FROM US***

#### NFP AGREES TO:

- Manage fiber submitted by members in a timely manner
- Communicate yearly processing schedule to members
- Market, and attempt to sell product on the members' behalf from items placed in the wholesale pool, remitting timely payments to the *members who are paid up and in good standing*.
- Provide member with quarterly statements showing account activity and an annual product report. Product reports are scheduled throughout the year.
- Provide **Fiber Tracking Forms** on the website enabling members to maintain a record of their fiber from submission to end product
- Provide frequent communication between membership and NFP Board (newsletters, e-blasts)
- Maintain a current website



### ***WHAT WE EXPECT FROM YOU***

#### GENERAL AGREEMENTS:

- Adhere to the cooperative's bylaws and policies, now or hereafter adopted
- Deliver to Natural Fiber Producers (NFP) raw fiber sorted by a Certified Fiber sorter, apprentice trained in the Certified Sorted System (CSS or SGC), or any other sorting method approved by the Board of Directors

- Accept responsibility for transporting Certified Sorted fiber to the designated regional collection facility (RCF)
- Assume responsibility for all costs associated with delivering the fiber to the RCF
- Agree to have all submitted fiber processed according to the board-approved product options
- Choose to have some or all product marketed through the co-op's wholesale pool or have it returned to if you choose, according to NFP bylaws
- Understand and agree to pay an annual fee to cover necessary operating expenses

#### PROCESSING AGREEMENTS:

- Your preference regarding disposition of your finished product (farm/ranch or wholesale pool) communicated via the supplied Product Selection Guide (PSG) deadline date
- If your preference is not communicated by deadline, NFP will make a choice on your behalf



#### PAYMENT AGREEMENTS:

- You agree to pay processing costs as invoiced within 30 days of receipt of invoice(s)
- Unpaid processing invoice(s) may result in a 1.5% finance charge at the end of 30 days and every 30 days thereafter. After 90 days, if an invoice remains unpaid, it may be offered for adoption to the general membership.

#### SALES AND MARKETING AGREEMENTS:

- You appoint NFP as agent to sell your products, if any, from the wholesale pool
- You agree to abide by NFP's price structure, selling product at no less than the wholesale price

#### RESIGNATION AGREEMENTS:

In the event that a member chooses to resign, the member agrees to exercise the following protocol:

- Contact the office via email or postal service regarding the decision
- Include the date that the resignation is to take effect
- Clearly communicate to the office your choice for existing fiber in production runs and/or the RCF:
  - Products sent to farm
  - Leave products in wholesale pool (if applicable)
  - Advise as to the handling of existing unpaid invoices
- Contact office regarding payments

