

[Date]

[Contact]  
[Company name]  
[Address]

Dear \_\_\_\_\_:

The North American Olive Oil Association has recently received test results for a number of brands of olive oil which were submitted for testing to the International Olive Council last year. The testing was done by laboratories that have been evaluated and recognized by the IOC for their ability to accurately use the most advanced testing methods in analyzing olive oil.

Enclosed is the report of the test results for \_\_\_\_\_ [brand name] olive oil / extra virgin olive oil / olive pomace oil

The oil was found to be inconsistent with its grade. Certain analytical parameters are outside the IOC standard for olive oil and indicate [description of irregularity, such as “the product contains seed oils.”]

You have the right to appeal this finding. An appeal test costs \$300. If you wish to file an appeal, please send us a check for \$300, made payable to the International Olive Council within 15 days of the date of this letter.

The appeal test will be conducted by an IOC-accredited laboratory in Europe other than the laboratory that did the first test. The oil to be tested will be taken from the same container of oil used in the first test. You have the right to be represented at the laboratory that will do the appeal test, as long as the representative is not from a laboratory used by the IOC.

If you do not wish to contest the analytical results, please advise us as to how the mixture occurred and what is being done to avoid a reoccurrence.

Please note the comments relative to the labeling of the product on the copy of the label that is also enclosed.

As you know, our quality control program is ongoing. If you have any questions, please contact me.

Sincerely,

Bob Bauer  
President

Enc.