



MADE IN MONTANA

MEMBERSHIP REGISTRATION FORM

FOR OFFICIAL USE ONLY
REGISTRATION NUMBER

☐ Producer/Manufacturer ☐ Retail Store ☐ Restaurant

CONTACT INFORMATION

| | | | |
|---|------------------|--|-----------------------------------|
| Business Name: | | | |
| Owner First Name: | Owner Last Name: | Manager First Name (if different): | Manager Last Name (if different): |
| Business Physical Address: | | Business Mailing Address (if different): | |
| City: | Zip Code: | City: | Zip Code: |
| Business Phone: | | Toll Free Phone: | |
| Alternative Phone: | | Fax: | |
| Correspondence Email: (the email we use to contact you) | | Business or Social Media website: (for online listing) | |
| Business Email: (for online listing, if you choose to list) | | | |

PRODUCT CATEGORIES

Category (Select up to 4 for Producers):

- | | | |
|--|---|--|
| <input type="checkbox"/> Accessories / Jewelry | <input type="checkbox"/> Food & Beverage | <input type="checkbox"/> Maps |
| <input type="checkbox"/> Agriculture / Ranch Supplies | <input type="checkbox"/> Furniture | <input type="checkbox"/> Music / Media |
| <input type="checkbox"/> Animal / Pet Products | <input type="checkbox"/> Garden & Landscaping | <input type="checkbox"/> Musical Instruments |
| <input type="checkbox"/> Automotive/Cycles/Snowmobile/Boat | <input type="checkbox"/> Gift Baskets | <input type="checkbox"/> Personal Care / Cosmetics |
| <input type="checkbox"/> Beer, Wine & Spirits | <input type="checkbox"/> Health & Medical Supplies | <input type="checkbox"/> Photography |
| <input type="checkbox"/> Books & Magazines | <input type="checkbox"/> Heavy Equipment | <input type="checkbox"/> Pottery / Ceramics |
| <input type="checkbox"/> Building Materials | <input type="checkbox"/> Hobby & Art Supplies | <input type="checkbox"/> Safety Equipment |
| <input type="checkbox"/> Candles | <input type="checkbox"/> Home Décor | <input type="checkbox"/> Signs & Graphics |
| <input type="checkbox"/> Cards / Stationery / Pens | <input type="checkbox"/> Housewares | <input type="checkbox"/> Sporting Goods / Recreation |
| <input type="checkbox"/> Clothing / Apparel | <input type="checkbox"/> Industrial Materials | <input type="checkbox"/> Tools & Parts |
| <input type="checkbox"/> Communication Equipment | <input type="checkbox"/> Luggage / Backpacks / Bags | <input type="checkbox"/> Toys / Games / Educational |
| <input type="checkbox"/> Computer Software / Hardware | <input type="checkbox"/> Lumber / Wood | <input type="checkbox"/> Visual Arts |

MEMBERSHIP TYPE

Select Membership type(s)

- ☐ **Made in Montana:** Products produced, manufactured or substantially transformed within the state of Montana (and in the case of substantial transformation the value is now 50% or more of the individual parts used in the production process)
- ☐ **Grown in Montana:** Primarily agricultural products that have been grown in Montana such as grains, meats, poultry, fruits, vegetables, flowers, wool, animal products, etc. or manufactured products that use 100% grown agricultural products
- ☐ **Native American Made in Montana*:** Products that meet the criteria for Made in Montana and/or Grown in Montana that were produced by enrolled members of Montana tribes

*If applying for Native American Made in Montana membership, please attach tribal enrollment form

Check if any of the following that also apply to you:

- ☐ Value-Added Wood Product ☐ Montana Arts Council Member

Product Description (List your product(s) in this section and/or with a brief description) *Up to 1,000 characters:*

How do you sell your products? (Choose the answer that states how you currently sell your product/s)

- ☐ **Wholesale** – You sell your product to an intermediary usually at a lesser price and then they resell to the consumer (end user) at a higher price.
- ☐ **Retail** – You sell your product direct to the consumer (end user) via craft shows, farmer's markets, your own website or consignment
- ☐ **Wholesale AND Retail**
- ☐ **Neither** – You do not sell. You make products for personal use and gifts

Is your Product(s) Certified Organic?

☐ **Yes**

☐ **No**

☐ **N/A**

Do you export your product(s)? (Make this selection if you sell your products wholesale outside of the United States. We use this information to determine if there are other Department of Commerce programs that you may be interested in. It is not for publication)

☐ **Yes** ☐ **No**

If yes, list countries: _____

Would you like to be notified of Vending Opportunities, including the annual Made in Montana Tradeshow for Food & Gifts?

Make this selection if you want us to notify you of opportunities to promote or sell your products at various retail or wholesale markets and/or other relevant situations. You are also authorizing the program to selectively distribute your business information to retail stores, wholesale buyers, and similar entities, including the general public, who request the information in an effort to purchase your product(s).

☐ **Yes** ☐ **No**

LOGOS

Made In Montana Program members are eligible to use the trademarked logo on their products and/or their promotional materials.

Which logo(s) will you use?

- ☐ **Made In Montana**
- ☐ **Grown In Montana**
- ☐ **Native American Made In Montana** (This logo can only be used by an enrolled member of a Montana tribe who produced the item while living in the state)

NOTE: The logo, either in label or electronic format, can only be used by the actual member. It cannot be used by or transferred to a non-member.

Would you like to use logo labels (stickers)? MIM logo labels are available for purchase from Color World via their website and/or telephone. You will need your registered member number when ordering.

- ☐ **Yes** (You will then be sent information regarding purchasing labels once your registration is completed)
- ☐ **No**

Would you like to use electronic logos? Members can use the color or black & white logo on product packaging or use it on their marketing materials to indicate that they are a member of the program. Electronic logo files are provided at no charge to members and must be used in accordance with program rules.

- ☐ **Yes** (Instructions on how to download the logo and a Logo Usage Agreement form will be sent to you once your registration is completed)
- ☐ **No**

What style of logo?

- ☐ **Color** ☐ **Black & White**

What Format do you want the logos in?

- ☐ **.PDF** ☐ **.JPG** ☐ ☐

Describe how you are going to use the logo labels (stickers) and/or electronic logo:

ONLINE PRODUCTS DIRECTORY LISTING

Would you like a free listing on the Made in Montana website Online Products Directory? Members of the Made in Montana program are eligible to have a free listing in the Made in Montana Online Products Directory at www.MadeInMontanaUSA.com.

- ☐ **No, I don't want a free listing.**
*Please now proceed to the **SELF ATTEST PAGE** for your signature. You do not need to fill in additional information.*
- ☐ **Yes, I want a free listing.**
By participating in the Made in Montana Online Products Directory, you agree to occasionally receive communications relevant to Made in Montana products and the directory.
If you checked Yes, please finish completing this form.

Which address do you want to publish in your online listing?

- ☐ **Physical Address** ☐ **Mailing Address**
- ☐ **Both Physical & Mailing Address** ☐ **Do not list my address**

Do you want to add product photos to your online listing? The best way to make your listing stand out from others is to include good quality photographs. You have the option of providing **up to six (6)**. If you have a logo, you can include it as one of the images. **Photos must be in electronic (JPEG) format – up to 2MB each.**

The program reserves the right not to include photos that are low quality or inappropriate for the site.

- ☐ **Yes** (If yes, you must complete and return the attached Photo Release Form)
- ☐ **No**

Business description for the online directory (The section allows you to provide biographical information about your business. For example, a member could describe who they are, what their business is about, or why the business was developed or why it is located in Montana):

PRODUCER INFORMATION

Do you have a product showroom or studio for sales? (Choose yes if you sell your products retail in your own shop, studio or gallery. This is different than having a retail store that sells products from multiple producers)

☐ Yes ☐ No

If Yes, complete the following:

Physical Address: _____

List where your products are sold retail including store name and city, i.e. Made in Montana Shop in Ryegate, MT (attach additional page if necessary):

Do you offer direct online sales with a shopping cart? ☐ Yes ☐ No

If yes, what is the URL for your online store: _____

Are you interested in providing sample products for display in state sponsored venues like the Capitol, other state buildings, as well as miscellaneous opportunities as determined by the program?

☐ Yes (If yes, the Program will contact you regarding this opportunity if it arises)
☐ No

MADE IN MONTANA PRODUCER/MANUFACTURER SELF ATTEST FORM

By signing and submitting this form, I certify that I understand the information below and that the information that I have provided and the choices I have indicated are accurate and that I am duly authorized to execute this application.

PRODUCERS: I verify that my products meet the Montana Department of Commerce, Made in Montana Program eligibility criteria of having either been grown, created, or substantially transformed within the state of Montana (and in the case of substantial transformation the value is now 50% or more of the individual parts used in the production process) and that I will only use the logos on products that meet this description, as approved by the program.

RETAILERS & RESTAURANTS: I verify that my retail location or restaurant meets the Montana Department of Commerce, Made in Montana Program eligibility criteria of carrying a variety of Made in Montana authorized products in their regular inventory. I understand that I am eligible to use the logo for interior and exterior signage only, as well as appropriate advertising and sales materials that indicate that I sell eligible products. I understand that I cannot place logo labels on products that I did not produce myself.

The department may make a decision on the appropriateness of listing a business on the electronic directory based upon the content or use of the products offered by the business (per [MCA 30-17-101](#)).

I agree not to alter, share, or resell product logo labels or the electronic logo to non-members and understand the doing so violates this membership agreement and will result in my termination from the program and that legal action may be taken.

I understand that if I am participating in the Made in Montana Online Products Directory that updates and requests for removal will be accepted in written format only. The listings will remain on the website until removal is requested or a member is deemed not eligible or out-of-business due to non-response to annual updates or non-working contact information.

All Made in Montana logos (including Grown in and Native American Made in) are federally registered marks and are regulated by the Montana Department of Commerce. I acknowledge that the Department owns the exclusive right, title, and interest in and to all the Made in Montana logos.

Signature

Date

Print Name

RETURN FORM TO:

Mail: MT Department of Commerce – Made in Montana

PO Box 200533

Helena, MT 59620-0533

Email: madeinmontana@mt.gov

Fax: 406-841-2871

For questions please contact us at 406-841-2757