



# National Coffee Association

## 2025 Membership Dues Schedule & Policy

**Revised October 2024**

**Please note that the NCA membership year is from January 1 to December 31. You will receive a renewal notice prior to January for the upcoming membership year.**

<b>ALLIED</b>		
<b>1</b>	Coffee Related Revenue over \$100,000,000	\$25,750
<b>2</b>	Coffee Related Revenue between \$5,000,001 and \$100,000,000	\$4,560
<b>3</b>	Coffee Related Revenue between \$1,000,001 and \$5,000,000	\$3,375
<b>4</b>	Coffee Related Revenue \$1,000,000 or Less	\$2,630

<b>GROWER</b>		
	Grower: Solo	\$850
	Grower: Co-Op	\$2,060

<b>NON-PROFIT</b>		
	Non-Profit - NGOs	\$5,150
	Non-Profit - 501(c)(3) Charities	\$1,085

<b>RETAIL</b>		
<b>By-the-Cup/Packaged Retailer</b>		
<b>1</b>	Over 250 Locations	\$3 Per Location
<b>2</b>	1-250 Locations	\$750
<b>Ecommerce Retailer</b>		
<b>1</b>	Total U.S. Coffee Related Sales over \$5,000,000	\$5,230
<b>2</b>	Total U.S. Coffee Related Sales between \$2,000,001 and \$5,000,000	\$2,165
<b>3</b>	Total U.S. Coffee Related Sales between \$1,000,000 and \$2,000,000	\$1,085
<b>4</b>	Total U.S. Coffee Related Sales under \$1,000,000	\$775

<b>WHOLESALER/ DISTRIBUTOR</b>		
<b>1</b>	Over 5,000,000 lbs.	\$5,230
<b>2</b>	2,000,001 to 5,000,000 lbs.	\$2,165
<b>3</b>	1,000,000 - 2,000,000 lbs.	\$1,085
<b>4</b>	Under 1,000,000 lbs.	\$775

<b>ASSOCIATION*</b>		TBD*
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\*Please contact [membership@ncausa.org](mailto:membership@ncausa.org) for details.

<b>ROASTER/MANUFACTURER</b>		
<b>1</b>	Non-Contract/Non-Toll - Over 2,000,000 Bags	\$412,000
<b>2</b>	Non-Contract/Non-Toll - 1,000,001 to 2,000,000 Bags	\$360,500
<b>3</b>	Contract/Toll Over 3,000,000 Bags	\$214,965
<b>4</b>	Contract/Toll 2,000,001 to 3,000,000 Bags	\$155,895
<b>5</b>	Contract/Toll 1,000,001 to 2,000,000 Bags	\$111,605
<b>6</b>	500,001 to 1,000,000 Bags	\$61,955
<b>7</b>	250,001 to 500,000 Bags	\$41,820
<b>8</b>	150,001 to 250,000 Bags	\$27,710
<b>9</b>	50,001 to 150,000 Bags	\$15,605
<b>10</b>	10,001 to 50,000 Bags	\$6,955
<b>11</b>	5,000 to 10,000 Bags	\$1,855
<b>12</b>	Under 5,000 Bags	\$750

<b>TRADER</b>		
<b>Non U.S. Traders</b>		
<b>1</b>	100,000 Bags and Over	\$2,630
<b>2</b>	Less than 100,000 Bags	\$1,210
<b>Importers, Importing Agents</b>		
<b>1</b>	Over 2,000,000 Bags	\$58,375
<b>2</b>	1,000,001 - 2,000,000 Bags	\$42,080
<b>3</b>	500,001 - 1,000,000 Bags	\$27,965
<b>4</b>	200,001 to 500,000 Bags	\$17,690
<b>5</b>	100,001 to 200,000 Bags	\$10,715
<b>6</b>	50,000 to 100,000 Bags	\$7,420
<b>7</b>	Under 50,000 Bags	\$4,845
<b>Brokers, Non-Importing Agents</b>		
<b>1</b>	Over 300,000 Bags	\$10,430
<b>2</b>	200,001 to 300,000 Bags	\$6,415
<b>3</b>	100,001 to 200,000 Bags	\$3,760
<b>4</b>	50,000 to 100,000 Bags	\$2,705
<b>5</b>	Under 50,000 Bags	\$1,700

## **CONVERSION RATES**

**Soluble Coffee** - soluble coffee shall be calculated on the basis of 2.6 pounds of green to 1 pound of soluble.

**Liquid Extract** - liquid extract shall be calculated on the basis on 10 pounds of green to 1 gallon of extract.

**Ready-to-Drink** - ready to drink coffee shall be calculated on the basis of 0.5 pounds of green to 1 gallon of extract.

**Concentrate** - concentrate shall be calculated by multiplying the concentrated strength of liquid by the basis used to determine ready-to-drink strength (0.5 pounds of green to 1 gallon of extract).

N.B. The industry-standard conversion factor for pounds-to-bag applies, regardless of the number of pounds in actual bags used for coffee sold. This is one bag = 132.276 pounds (or 60 Kilos).

## NCA Dues Policy

Pursuant to Article VIII of the NCA Bylaws, the Board of Directors is charged with setting the dues for membership. The following basis and conversion rates, in conjunction with the dues schedule, shall be used in determining the appropriate dues level.

### REGULAR MEMBERS

All business entities selling coffee or coffee-based beverages in any form in or for sale in the United States, and substantially engaged in the coffee business, shall be eligible as regular members of the Association, provided the entity falls into one of the following categories:

#### (a) Grower

"Grower" shall be (i) business entities that grow coffee, provided that the business entity does not, in any significant quantity, export, import, roast or sell coffee in any form at the retail level, (ii) "Grower Cooperatives" that have been formed by individual growers or a group of growers for the purposes, among other things, of growing, processing, and facilitating the sale of green coffee.

#### (b) Trade(r)

"Trade(r)" shall be any business entity that sells or purchases, or causes to be sold or purchased, or is party to the sale of coffee in any form requiring further processing

prior to consumer use, provided that the business entity or any of its related business entities do not roast coffee.

Bag count shall be based on all coffee of any form purchased by the member or a related business entity or caused to be purchased by the member or a related business entity, for import into the United States. Bag count shall include all forms of coffee using any applicable conversion rates. Total bag count shall be based on the business entity's most recent fiscal year.

Traders doing more than one type of business shall be assessed the highest dues payable on the total of their combined activity in coffee as Non-U.S. Traders, Importers, Importing Agents, Brokers, or Non-Importing Agents.

### **(c) Roaster/Manufacturer**

"Roaster/Manufacturer" shall include entities that roast green coffee or manufacture extracts, soluble coffee, concentrates or consumer coffee beverages, such as ready to drink coffee products. Entities that roast incidental amounts of coffee for sampling, testing, or research and development purposes shall not be classified as "Roasters/Manufacturers" solely on the basis of that incidental roasting.

Roasters processing over 1 million bags annually shall be classified as either (a) contract/toll roasters, or (b) non-contract/non-toll roasters.

Contract/Toll Roasters are those organizations who roast at least 65% of their overall annual volume as contract/toll work for third parties (vs. for their own or affiliated brands). As a general matter, contract/toll manufacturing is understood to be an arrangement between unrelated parties whereunder the contract/toll manufacturer is sourcing, roasting, grinding and/or packaging coffee on behalf of a third party.

Bag count for roasters/manufacturers shall be based on the total poundage of green coffee roasted or otherwise manufactured for sale in the United States, using any applicable conversion rates. Bag count shall also include any green coffee sold by roasters/manufacturers and any roasted, soluble, concentrates or ready to drink product that may have been obtained from other sources for resale in the United States using any applicable conversion rates. Total bag count shall be based on the business entity's most recent fiscal year.

### **(d) Wholesaler/Distributor**

“Wholesaler/Distributor” shall be any business entity that sells coffee or coffee based beverages in any form (including roast, soluble, concentrates, or ready to drink beverages) either as a wholesaler or distributor, provided that the entity is not a coffee trader or roaster.

Dues shall be based on the total poundage of all coffee sold for the United States market. Poundage shall include coffee used to manufacture extracts, soluble coffee, concentrates, and ready to drink products using applicable conversion rates. The total poundage of all coffee sold for the United States market shall be based on the business entity’s most recent fiscal year.

### **(e) Retailer**

“Retailer” shall be any entity that sells coffee or coffee based beverages in any form (including roast, soluble, concentrates, or hot, cold or ready to drink beverages) directly to consumers, provided that the entity is not a coffee roaster or trader.

“By-The-Cup/Packaged Retailer” shall be those entities that sell directly to consumers through a physical setting, (i.e., brick and mortar stores, kiosks, or mobile trucks/carts).

Dues shall be based on the number of retail locations in the United States.

“Ecommerce Retailer” shall be those entities that sell directly to consumers exclusively through eCommerce (i.e., online stores or mobile apps).

Ecommerce Retailer dues shall be based on the total U.S. coffee related sales as reported in the business entity’s most recent fiscal year.

## **ALLIED MEMBERS**

All business entities engaged in the coffee industry primarily as suppliers of goods or services directly to persons eligible to be regular members of the Association shall be eligible as allied members of the Association, provided the entity is not eligible to be a Regular member. The Board of Directors may also make allied membership available to other persons, partnerships or corporations performing a special service to the coffee industry.

Allied membership shall include, but not necessarily be limited to, mills, warehouses, packers, shipping lines, and ports, regardless of their location. Allied dues shall be based on total coffee related revenue as reported in the business entity's most recent fiscal year.

### **NON-PROFIT MEMBERS**

All non-profit organizations with 501(c)(3) IRS status or its international equivalent, and non-governmental organizations that are engaged in activities related to the coffee industry shall be eligible as non-profit members of the Association, provided the business entity and its related business entities are not eligible as Regular members of the Association. The non-profit member shall have no right to vote or hold office.

### **ASSOCIATION MEMBERS**

Non-profit trade Associations, industry trade groups, professional societies, business chambers and guilds, and other similar organizations that are engaged in collective, collaborative activities related to the coffee industry are eligible to be considered as Association members. Such organizations may, at the discretion of the NCA Board of Directors and NCA management, join the NCA at the dues level determined by the NCA. Association members shall have no right to vote or hold office.

### **HONORARY MEMBERS**

By vote of three-quarters of the full Board of Directors any worthy person who either is or has been active in the coffee industry may be made an honorary member having such privileges as are from time to time determined by the Board of Directors but such member shall have no right to vote or hold office and shall not be subject to dues.

### **Definitions**

**(a) "Business Entity"** shall include individuals, partnerships, corporations and business organizations in any form.

**(b) "Related business entity"** shall be any business entity related to another business entity through means of joint ownership, be that individual or corporate ownership.

### **Conversion Rates**

**Soluble Coffee** – soluble coffee shall be calculated on the basis of 2.6 pounds of green to 1 pound of soluble.

**Liquid extract** – liquid extract shall be calculated on the basis on 10 pounds of green to 1 gallon of extract.

**Ready-to-Drink** – ready to drink coffee shall be calculated on the basis of 0.5 pounds of green to 1 gallon of extract.

**Concentrate** – concentrate shall be calculated by multiplying the concentrated strength of liquid by the basis used to determine ready-to-drink strength (0.5 pounds of green to 1 gallon of extract).

N.B. The industry-standard conversion factor for pounds-to-bag applies, regardless of the number of pounds in actual bags used for coffee sold. This is one bag = 132.276 pounds (or 60 Kilos).

## **Dues Verification**

NCA's dues are vitally important for NCA's work. NCA membership categories and dues level are based upon a variety of criteria including, but not limited to, type of organization, business type, business size, and the volume of coffee handled. Your application to join the NCA or renew your NCA membership must accurately report your applicable membership category and dues level and is subject to verification.