UNITED STATES DEPARTMENT OF AGRICULTURE
Farm Service Agency
Washington, DC 20250

Automated Price Support Procedures and Common Functions for Grains, Oilseeds, and Rice 12-PS (Revision 2)	Amendment 9

Approved by: Acting Deputy Administrator, Farm Programs

Bradley Karmen

Amendment Transmittal

A Reasons for Amendment

Subparagraph 1001 A has been amended to provide a screen print of the available options for loan forfeitures.

Subparagraph 1489 B has been amended to provide a current screen print of Menu PQA020.

Subparagraph 1489 C has been amended to provide a current screen print of Menu PQA1104.

Subparagraph 1489 F has been amended to provide the eLDP cotton query options on new Menu PQA0111.

Subparagraph 1489 K has been added to provide instructions for printing commodity loan/LDP eligibility flag queries.

Subparagraph 1489 L has been added to provide instructions for printing multi-county producer PLM queries.

Subparagraph 1489 M has been added to provide policy that wool and mohair loan/LDP reports shall be printed.

Paragraph 1489.6 has been added to provide instructions for printing CCC-633 EZ reminder letters.

Page Control Chart		
TC	**Text**	**Exhibit**
13, 14 19	10-1, 10-2 14-143 through 14-148 14-150.5 through 14-150.8 (add) 14-152.5 through 14-152.8 (add)	1, page 3 3, pages 1, 2 15, page 1 (add)

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Exhibits

.

Part 10   Forfeitures

Section 1   Forfeiture Information

1000   General Information

A   Computer Not Working

Forfeitures cannot be completed manually when the computer is not working and recorded later into the computer. Wait until the computer is operational to process forfeitures.

B   Information for IRS

Information processed through forfeitures will be collected for the IRS file to be reported at the end of the year.

C   When to Process

Wait 10 calendar days to process the forfeiture of a loan after the maturity date.

D   Before Processing

Before starting the forfeiture process:

- have the loan folder and warehouse receipts at the terminal
- complete all pending actions on the loan being forfeited.

E   Accessing the Loan

ENTER "6" on Menu PCA005 to access the loan. Complete the producer and loan identification process according to paragraph 16.

1001   Selecting Forfeiture Options

A   Options

After the correct loan has been identified, Screen PFA10000 will be displayed. This screen
*--provides the following forfeiture options.

```
                          197-WRIGHT COUNTY                               PFA10000
     PRICE SUPPORT - LOAN FORFEITURE                  Version: AD32  02-28-06  9:08 Term H5
     ---------------------------------------------------------------------------------
     DOUGLAS ELLINGSON                                        CY 04 LOAN#  123 COMM SOYA


       1.  Full forfeiture at maturity.

     * 2.  Partial forfeiture at maturity.

       3.  Full forfeiture called before maturity.

     * 4.  Partial forfeiture called before maturity.

       5.  Forfeiture at maturity - immediate purchase by warehouse.

      Enter the number of your selection and
      Press the "Enter" key.

      Cmd3=Previous Menu
```
                                                                                    --*

B   Only 1 Receipt

If the loan to be forfeited has only 1 receipt, options to process partial forfeitures will be
disabled.

C   Importance of Selection

Selecting the correct option is very important. The option entered will determine the method
by which the computer will process the forfeiture.

D   Selection

Enter the option number for the type of forfeiture to be processed on Screen PFA10000 and
PRESS "Enter". Screen PFA11000 will be displayed.

*--1489   **Processing Current Crop Year Price Support Eligibility Queries**

   A   **Accessing Queries**

       Access queries according to this table.

Step	Action	Result
1	On Menu FAX07001: • select option 13, "Price Support" • PRESS "Enter".	Menu PCA005 will be displayed.
2	On Menu PCA005: • select option 9, "Perform Administrative Functions" • PRESS "Enter".	Administrative Main Menu PAA010 will be displayed.
3	On Menu PAA010: • select option 8, "Price Support Query Menu" • PRESS "Enter".	Price Support Query Menu PQA015 will be displayed.
4	On Menu PQA015: • select option 11, "Commodity Loan/LDP Eligibility" • PRESS "Enter".	Price Support Query Menu PQA020 will be displayed.
5	On Menu PQA020, select "Crop Year" and PRESS "Enter".	Query Type Selection Screen PQA01104 will be displayed.

--*

1489   Processing Current Crop Year Price Support Eligibility Queries (Continued)

B   Menu PQA020

This is an example of Menu PQA020.

*--

```
COMMAND                            PQA020                            H5
PRICE SUPPORT - CROP YEAR SELECTION MENU
--------------------------------------------------------------------------------

    1.   2005
    2.   2006




    21.    Return to Application Selection Screen
    22.    Return to Office Selection Menu
    23.    Return to Primary Selection Menu
    24.    Sign Off

Enter the Number of your selection and press the "Enter" key.

Cmd3=Previous Menu
```

C   Query Options Screen PQA01104

This is an example of Screen PQA01104.

```
PRICE SUPPORT              073-WRIGHT COUNTY                      PQA01104
QUERY TYPE SELECTION SCREEN               VERSION: AD33   03-22-06 10:48 TERM H5
--------------------------------------------------------------------------------

       1.   Running Account - Eligibility Queries
       2.   eLDP Cotton LDP Queries
       3.   Cotton Loans/LDP Queries
       4.   Basic Eligibility Queries
       5.   Commodity Loan/LDP Eligibility Flag Queries
       6.   Wool and Mohair Loan/LDP Queries




Enter the Number of your selection and press the "Enter" key.   __ .

Cmd3=Previous Menu      Cmd7=End of Job
```

--*

1489 Processing Current Crop Year Price Support Eligibility Queries (Continued)

C Query Options Screen PQA01104 (Continued)

County Offices shall follow this table to run query-selected reports.

IF the user selects option...	THEN...
"1" for **Running Account** on Screen PQA01104 and presses "Enter"	• Screen PQA01105 will be displayed to allow the user to display or print the queries, see subparagraph D • after a selection is made, Screen PQA01106 will be displayed, see subparagraph E.
*--"2" for **eLDP Cotton** on Screen PQA01104 and presses "Enter"	Screen PQA01111 will be displayed, see subparagraph F.--* **Note:** This option only allows for printing the query.
"3" for **Cotton** on Screen PQA01104 and presses "Enter"	Screen PQA01103 will be displayed, see subparagraph G. **Note:** This option only allows for printing the query.
"4" for **Basic** on Screen PQA01104 and presses "Enter"	• Screen PQA01105 will be displayed to allow the user to display or print the queries, see subparagraph D • after a selection is made, Screen PQA01109 will be displayed, see subparagraph H.

"5" for **Commodity Loan/LDP Eligibility** on Screen PQA01104 and presses "Enter"	• Screen PQA01133 will be displayed to allow the user to print the queries by:
	
	   • Total Certified List
	
	   • specific producer
	
	   •*--all multi-county PLM
	
	   • specific multi-county producer PLM
	
	• user must enter identification number of producer if "Specific Producer" was selected, see subparagraphs K and L.--*

*--"6" for **Wool and Mohair Loan/LDP Quantities** on Screen PQA01104 and presses "Enter"	a series of queries will run. **Note:** This option only allows for printing the query.--*

*--1489 Processing Current Crop Year Price Support Eligibility Queries (Continued)

D Print or View Screen PQA01105

This is an example of Screen PQA01105 that allows the user to select to print or display applicable query.

```
PRICE SUPPORT           073-ORLEANS                                PQA01105
OUTPUT DEVICE SELECTION SCREEN       VERSION: AA02      05-13-02  10:48   TERM #1
--------------------------------------------------------------------------------

    1. Print Query
    2. Display Query




Enter the number of your selection and press the "Enter" key.
Cmd3=Previous Menu          Cmd7=End Of Job
```

E Running Account Screen PQA01106

This is an example of Screen PQA01106 for crop year 2002 Running Account queries.

```
PRICE SUPPORT           073-ORLEANS                                PQA01106
RUN REPORT SCREEN                    VERSION: AA02      05-13-02  10:48   TERM #1
--------------------------------------------------------------------------------
      1. Running Account - Reasonable Eligibility by Crop
      2. Running Account - Reasonable Eligibility by Producer ID


Enter the Number of your selection and press the "Enter" key.

Cmd3=Previous Menu                      Cmd1 - Resume job
```

Based on the user selection on Screen PQA01105, the applicable query will be printed or displayed.**--***

1489 Processing Current Crop Year Price Support Eligibility Queries (Continued)

F eLDP Cotton Screen PQA01111

 *--This is an example of Screen PQA01111.

```
PRICE SUPPORT              197-WRIGHT COUNTY                      PQA01111
ELDP COTTON LDP MENU                     VERSION: AD33  03-22-06 08:09 TERM H5
-------------------------------------------------------------------------------
        1.  eLDP Cotton LDP's by Producer - All Bales
        2.  eLDP Cotton LDP's by Producer - Specific Bales
        3.  eLDP Cotton LDP's by Producer - Range of Bales








Enter the Number of your selection and press the "Enter" key.   __ .

Cmd3=Previous Menu     Cmd7=End of Job
```
                                                                            --*

According to user selection on this screen, the applicable query report will print only.

G Cotton Screen PQA01103

This is an example of **existing** Screen PQA01103.

```
PRICE SUPPORT              073-ORLEANS                            PQA01103
COTTON LOAN/LDP MENU                     VERSION: AA02  05-13-02 10:48 TERM #1
-------------------------------------------------------------------------------
        1. Upland Cotton LDP's by Producer - All Bales
        2. Upland Cotton LDP's by Producer - Specific Bales
        3. Upland Cotton LDP's by Producer - Range of Bales
        4. Upland Cotton Loans by Producer
        5. Upland Cotton Loans by Specific Receipt Number
        6. Upland Cotton Loans by Range of Receipt Numbers
        7. ELS Cotton Loans by Producer
        8. ELS Cotton Loans by Specific Receipt Numbers
        9. ELS Cotton Loans by Range of Receipt Numbers


        Please enter your selection.  . .




Cmd3=Previous Menu          Cmd7=End of Job
```

According to user selection on this screen, the applicable query report will print only.

1489 Processing Current Crop Year Price Support Eligibility Queries (Continued)

*--H Basic Query Screen PQA01109

If option 4, "Basic Eligibility Queries", is selected on Screen PQA01104 according to subparagraphs C and D, Screen PQA01109 will be displayed.

This is an example of **existing** Screen PQA01109.

```
PRICE SUPPORT          197-WRIGHT COUNTY                      PQA01109
PRINTED REPORT FORMAT SELECTION SCREEN    VERSION: AD11  02-11-05 16:37 TERM HO
-------------------------------------------------------------------------------


        1.   Select All Producers by Crop Type in Producer Order
        2.   Select All Producers by Crop Type in Farm Number Order
        3.   Select Individual Producer by ID Number by Crop Type













Enter the number of your selection and press the "Enter" key.  ▮
Cmd3=Previous Menu                     Cmd7=End Of Job
```

The user selects option:

- 1 to print or view, based on the selection made on Screen PQA01105 (subparagraph D), the applicable **Basic** query by crop, in producer order

- 2 to print or view, based on the selection made on Screen PQA01105 (subparagraph D), the applicable **Basic** query in FSN order

- 3 to print or view, based on the selection made on Screen PQA01105 (subparagraph D), the applicable **Basic** query by the individual producer's ID Number.

Note: Select query by entering producer's ID number according to subparagraph J. The results for the producer and crop will then be displayed.**--***

* * *

*--K Commodity Loan/LDP Eligibility Flag Queries

Commodity loan/LDP eligibility flag queries were developed to assist County Offices in making producer eligibility determinations. The queries identify a flag setting by producer for either of the following:

- all producers in the county (Total Certified List)
- specific producer inquiry.

The query prints the customer's control county current flag settings for all of the following:

- certified cropland indicator by farm
- controlled substance
- AD-1026
- 6-CP
- actively engaged
- person determination
- adjusted gross income

Note: This query provides the user with the customer's subsidiary and compliance certified flag settings and does **not** prevent a customer that may be ineligible from obtaining marketing assistance loans or LDP's. **County Offices shall use the query as a reference only.** Further determinations as to a customer's eligibility may be necessary.

Access queries according to this table.

Step	Action	Result
1	On Price Support Main Menu **PCA005**: • select option "9", "Perform Administrative Functions" • PRESS "Enter".	Administrative Main Menu PAA010 will be displayed.
2	On Administrative Main Menu **PAA010:** • select option "8", "Price Support Query Menu" • PRESS "Enter".	Query Menu PQA015 will be displayed.
3	On Query Menu **PQA015**: • select option "11", "Commodity Loan/LDP Eligibility" • PRESS "Enter".	Query Menu PQA020 will be displayed.

--*

1489   Processing Current Crop Year Price Support Eligibility Queries (Continued)

*--K   Commodity Loan/LDP Eligibility Flag Queries (Continued)

Step	Action	Result
4	On Query Menu **PQA020:** • select "Crop Year" • PRESS "Enter".	Query Type Selection Screen PQA01104 will be displayed.
5	On Query Type Selection Screen **PAQ01104**, select option "5", "Commodity Loan/LDP Eligibility Flag Queries".	Query Flag Selection Screen PQA01133 will be displayed.
6	On Query Menu **PQA01133** select either: • "1", "all producers in a county" • "2", "a specific producer".	A series of queries will run and print a report on the system printer.

L   Multi-County Producer PLM Queries

County Offices may only establish a maximum PLM based on what is recorded in the payment limitation file.

Queries have been developed to assist County Offices when establishing current crop year customer profiles for multi-county producers. County Offices can print an:

• entire multi-county producer list
• individual multi-county producer list.

County Offices shall follow the steps in this table to access the Multi-County Producer Query Report.

Step	Action	Result
1	On Price Support Main Menu **PCA005:** • select option "9", "Perform Administrative Functions" • PRESS "Enter".	Administrative Main Menu PAA010 will be displayed.
2	On Administrative Main Menu **PAA010:** • select option "8", "Price Support Query Menu" • PRESS "Enter".	Query Menu PQA015 will be displayed.
3	On Query Menu **PQA015:** • select option "11", "Commodity Loan/LDP Eligibility" • PRESS "Enter".	Query Menu PQA020 will be displayed.

--*

1489   Processing Current Crop Year Price Support Eligibility Queries (Continued)

> ***--L   Multi-County Producer PLM Queries (Continued)**

Step	Action	Result
4	On Query Menu **PQA020:** • select "Crop Year" • PRESS "Enter".	Query Type Selection Screen PQA01104 will be displayed.
5	On Query Type Selection Screen **PAQ01104**, select option "5", "Commodity Loan/LDP Eligibility Flag Queries".	Query Flag Selection Screen PQA01133 will be displayed.
6	On Query Menu **PQA01133** select either: • "3", "all producers in a county" • "4", "a specific producer's PLM". **Note:** When option 4 is selected, the following screen will be displayed. County Offices shall change "999999999" in the "VALUE" field to the producer's tax identification number and PRESS "Enter". ``` SELECT RECORDS ALL Query: PLMMULI5 Library: QRTEMP Option: REVISE Type comparisons, press Enter. Specify OR to start each new group of comparisons. Tests: EQ, NE, LE, GE, LT, GT, RANGE, LIST, and LIKE. AND/OR FIELD TEST VALUE (FIELD, NUMBER, or 'characters') A.IDNUM EQ ... 999999999..................... AND . B.STATUS EQ ... '.'........................... .... Cmd1=Insert Cmd12=Reorganize Roll=Page LIST OF FIELDS TOP NAME COMMENT LEN DEC POS B.LAST Last Name 20 B.FORMAT Formatted Name for Mailing 33 A.IDNUM ID Number 9 0 B.IDTYPE ID Type Code 1 A.STATE State Code 2 0 Cmd4=Show names only Cmd6=Fast roll Roll=Page Cmd3=Go back Cmd5=Show report Cmd7=End Cmd10=Show files Cmd13=Show report layout ```	A series of queries will run and print a report on the system printer.

--*

*--M Wool and Mohair Loan/LDP Quantities

Queries have been developed to assist County Offices with determining reasonable quantity for wool and mohair producers.

The report combines LDP and loan information from the previous 3 years for all wool and mohair producers.

County Offices shall print this report before establishing customer profiles according to 15-PS, Section 2.**--***

*--1489.6 Processing CCC-633 EZ Reminder Letters

A General Information

The queries will select producers who reported or were determined to have had a share in an eligible loan commodity from the previous crop year.

Note: A CCC-633 EZ reminder letter will not print for eligible commodities that are not reported on an FSA-578 (such as wool, mohair, and pelts).

B Accessing CCC-633 EZ Reminder Letter Option

County Offices shall follow this table to run CCC-633 EZ reminder letters (Exhibit 15).

Step	Action
1	On Price Support Main Menu PCA005, select option "9", **"Perform Administrative Functions"**.
2	On Menu PAA010, select option "8", **"Price Support Query Menu"**.
3	On Menu PQA015, select option "13", **"Print CCC-633-EZ Reminder Letters"**.
4	On Menu PQA100, select 1 of the following print options: • option "1", **"All Producers"**, to print letters for all producers • option "2", **"Range of Producers"**, to print letters for a range of producers • option "3", **"Specific Producer"**, to print a letter for a specific producer.

C Option 1, "Print All Producers"

This option will print letters for all producers who reported or were determined to have had a share in an eligible loan commodity from the previous crop year. Print time depends on the size of the county; larger counties will see a significant delay in printing. Large counties may want to print their letters in sections according to subparagraph D.

D Option 2, "Print A Range of Producers"

This option will allow County Offices to print a reminder letter for a range of producers. When option 2 is selected, the following screen will be displayed. County Offices shall change the "VALUE" field, as applicable. County Offices using this option will have to repeat the process until all letters have printed.**--***

*--1489.6 Processing CCC-633 EZ Reminder Letters (Continued)

    D   Option 2, "Print A Range of Producers" (Continued)

        Examples: To run a range of producers with last names that range from "**A**dams" **through** "**K**ing", the "VALUE" field would be entered according to the following screen print.

```
                              SELECT RECORDS                       ALL
          Query: C633B           Library: QRPRICE5      Option: REVISE
 Type comparisons, press Enter. Specify OR to start each new group of
 comparisons.  Tests: EQ, NE, LE, GE, LT, GT, RANGE, LIST, and LIKE.

  AND/OR  FIELD      TEST     VALUE (FIELD, NUMBER, or 'characters')
          LAST.....  RANGE    'A' 'L'......................
  .....   .........  ......   ............................
  .....   .........  ......   ............................
  .....   .........  ......   ............................
  .....   .........  ......   ............................
 Cmd1=Insert         Cmd12=Reorganize        Roll=Page
                              LIST OF FIELDS                       TOP
   NAME       COMMENT                                    LEN  DEC POS
```

To run the next set of ranges, the first "VALUE" field will contain the last letter entered from the previous ran "RANGE" query; 'A' 'L' changed to 'L' 'S'.

The next range query may look like the following:

```
                              SELECT RECORDS                       ALL
          Query: C633B           Library: QRPRICE5      Option: REVISE
 Type comparisons, press Enter. Specify OR to start each new group of
 comparisons.  Tests: EQ, NE, LE, GE, LT, GT, RANGE, LIST, and LIKE.

  AND/OR  FIELD      TEST     VALUE (FIELD, NUMBER, or 'characters')
          LAST.....  RANGE    'L' 'S'......................
  .....   .........  ......   ............................
  .....   .........  ......   ............................
  .....   .........  ......   ............................
  .....   .........  ......   ............................
 Cmd1=Insert         Cmd12=Reorganize        Roll=Page
                              LIST OF FIELDS                       TOP
```

This range would run all producers whose last name begins with "**L**" through names that begin with "**R**".**--***

*--1489.6 Processing CCC-633 EZ Reminder Letters (Continued)

E Option 3, "Print a Specific Producer"

This option will allow County Offices to print a reminder letter for a specific producer. When option 3 is selected, the following screen will be displayed. County Offices shall change "999999999" in the "VALUE" field to the producer's tax identification number and PRESS "Enter".

```
_____SELECT RECORDS_____ALL____
          Query: C633C           Library: QRPRICE5      Option: REVISE
  Type comparisons, press Enter. Specify OR to start each new group of
  comparisons.  Tests: EQ, NE, LE, GE, LT, GT, RANGE, LIST, and LIKE.


   AND/OR  FIELD     TEST    VALUE (FIELD, NUMBER, or 'characters')
           A.IDNUM   EQ ...  999999999 . . . . . . . . . . . . . . . . . . .

   . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . .
   . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . .
   . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . .
   . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . .
   . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . .
  Cmd1=Insert          Cmd12=Reorganize           Roll=Page
_____LIST OF FIELDS_____TOP____
```

--*

*--1489.6 Processing CCC-633 EZ Reminder Letters (Continued)

    F   Printing CCC-633 EZ Reminder Letters

        After the queries have run, the following screen will be displayed. Enter the "Printer" ID (such as P1, P2, Q1, etc.) to print the reminder letters.

```
  C633LTR,DWPRICE              PRINT OPTIONS              Page 1 of 3

 Type choices, press Enter.
 ITEM                                 CHOICE    POSSIBLE CHOICES
 From page . . . . . . . . . . . . . . 1        1-9999
 Through page  . . . . . . . . . . . . 9999     1-9999
 Number of copies. . . . . . . . . . . 1        1-99
 Output device . . . . . . . . . . . . 1        1=Printer    2=Display
                                                3=Disk file
    Printer . . . . . . . . . . . . .            Printer ID, 6670, 6580
      6670/6580/Disk file . . . . . . . QP       Output file name
        Additional 6670/6580 options. . . 2      1=Yes        2=No

 Delay printing to group output. . . . 2        1=Yes        2=No
 Draft spacing . . . . . . . . . . . . 2        1=Yes        2=No
 Print line numbers. . . . . . . . . . 2        1=Yes        2=No
 Resolve instructions. . . . . . . . . 1        1=Yes        2=No
 Print quality . . . . . . . . . . . . 1        1=Letter     2=Text
                                                3=Draft
 Additional spaces to left. . . . . . 0         0-99

 Cmd3=Go back                         Cmd5=Print Queue      Cmd7=End
                                      Roll up=Additional print options
```

--*

Exhibit 1

Reports, Forms, Abbreviations, and Redelegations of Authority (Continued)

Abbreviations Not Listed in 1-CM

The following abbreviations are not listed in 1-CM.

Approved Abbreviation	Term	Reference
ATHM	acid treated high moisture	301, 311, 323, 331, 333, 344
COE	County Office expense	1701
CRS	Common Receivable System	1118, 1941, 1942
CSACD	Customer Service and Acceptance Certification Division, SUAB, KC-ITSDO	1744
EFT	electronic funds transfer	Text
EWR	electronic warehouse receipt	1902
HM	high moisture	301, 311, 320, 323, 331, 333
NHD	National Help Desk, KC-ITSDO	Part 17
PCP	posted county price	724, 726
PLM	payment limitation	724, 726, 1470, 1489
RCP	regionally calculated price	724, 726
SUAB	SCOAP User Assistance Branch, KC-ITSDO	1741, 1744
TSR	Transaction Summary Report	Text

Redelegations of Authority

Redelegation authority is provided in 8-LP, paragraph 3.

Exhibit 3

Menu and Screen Index

The following menus and screens are displayed in this handbook.

Menu or Screen	Title	Reference
	Select Records	1489, 1489.5, 1489.6
	Print Options	1489.6
ANK52020	Amount Due Screen	1979
PCA005	Price Support - Main Menu	1
PCA11000	GRAZE OUT Payments Screen	1978
PCA11000	GRAZE-OUT ID Entry Screen	1979
PFA10000	Price Support – Loan Forfeiture	1001
PGA000	Price Support - Loan Deficiency Payment Making Menu	1902
PGG1000	GRAZE-OUT Payment Application Screen	1978
PGG13000	GRAZE-OUT Correction Screen	1980
PGG13000	GRAZE-OUT Payment Application Screen	1978
PGG14000	GRAZE-OUT Payments Summary Screen	1978
PGG50000	GRAZE-OUT Cancel Process Screen	1979
PQA01103	Cotton Loan/LDP Menu	1489
PQA01104	Query Type Selection Screen	1489
PQA01105	Output Device Selection Screen	1489
PQA01106	Run Reports Screen	1489
PQA01109	Printed Report Format Selection Screen	1489
PQA01111	ELDP Cotton LDP Menu	1489
PQA01130	Price Support - Commodity Menu	1489
PQA020	Price Support - Crop Year Selection Menu	1489
PVA30000	Display Loan Information	200

Exhibit 3

Menu and Screen Index (Continued)

Menu or Screen	Title	Paragraph
PVA30005	Additional Loan Information	201
PVA30100	General LDP Information	202
PVA30105	LDP Amount Calculations	203
PVA31000	Display of Farm Numbers Where Produced	201, 203
PVA32000	Display of Previous Loan Numbers	201
PVA33300	Display of Bin Information	201
PVA33400	Display of LDP Bin/Lot/Receipt Information	203
PVA33501	Receipt Information	201
PVA36000	Display of Disbursement Information/Producer Share	201
PVA37000	Display of Liquidated Information	201
PVA37010	Display of LDP Refund Information	203
PVA38000	Display of Receivables/Overdisbursements	201
PVA38100	Display of LDP Overpayments	203
PVA39000	Display of Market Gain Information	201, 203
PVB000	Price Support Loan Servicing - Loan and LDP Spotcheck	1505
PVB08000	Price Support - Spotcheck Notice	1504

Exhibit 15

CCC-633 EZ Reminder Letter

Following is an example of the CCC-633 EZ reminder letter.

United States Department of Agriculture
Farm Service Agency
(County Office Address)

(Date)

Michael Robinson
12 Shortledge Drive
Anytown USA

Dear Michael Robinson:

In July 2005, the CCC-633-EZ, Loan Deficiency Payment Agreement and Request form was made available to producers to request LDP benefits. The CCC-633-EZ is a 2-part form available to producers to request LDP benefits. The CCC-633-EZ is a 2-part form consisting of multiple pages. The CCC-633 EZ;

- page 1 includes terms and conditions, and serves as your intention to request and receive LDP benefits

- page 2 is applicable to feed grains, minor oilseeds, rice, and pulses

- page 3 is applicable to cotton

- page 4 is applicable to wool, mohair, and unshorn pelts.

Depending on your commodity, Pages 2 through 4 of the CCC-633-EZ must be completed to request the actual LDP benefit.

Beginning with the 2006 crop year, the CCC-633EZ must be completed to receive LDP benefits. The CCC-633 LDP and CCC-709 forms will be obsolete.

For crop year 2006, the CCC-633-EZ will be the only LDP form accepted. Both parts of the form must be submitted in order to receive your loan deficiency payment. You are reminded that the CCC-633-EZ, Page 1 MUST be filed before losing beneficial interest in the applicable crop.

Producers with level 2 eAuthentication, who wish to submit their LDP requests through eLDP, will be required to submit a completed CCC-633 EZ, Page 1 to their County FSA Office prior to loss of beneficial interest. Upon receipt of an approved CCC-633-EZ, Page 1, the County Office will update the customer's eLDP profile to reflect that the CCC-633-EZ, Page 1 was received in the County Office.

Enclosed with this letter is a CCC-633-EZ. Please complete Page 1 and submit to your local FSA Office.

Sincerely,

County Executive Director