



2006-07 Grain Delivery

Country
Elevator Guide

Also available on-line
www.cwb.ca



Table of contents

See the index on page 50 for
more help in finding information.

New for 2006-07	3
CWB information services	4
Additional CWB information	5
Signing CWB documents	7
The delivery permit	8-16
Who can apply	8
Who can appear on the delivery permit	8
Home quarter	9
Identification numbers	9
Completing the delivery permit application	9
Lost or damaged applications	13
Listing of producer identification numbers and instructions to elevator managers	13
How to change the delivery permit after it has been issued	14
Actual producer changing to a new business entity (incorporated)	15
Lost or destroyed delivery permit book?	15
Estates	16
Producers who are no longer farming but have grain to deliver	16
CWB delivery offer and contract	17-38
How to sign up contracts on E-services	18
How to change the delivery contract before the sign-up deadline	19
Misgrades	20
Automatic rollover	21
Acceptance levels	22
Cancelling a delivery contract with reduced acceptance	22
Guaranteed Delivery Contract (GDC)	22
Deliveries	23
Non-registered varieties	25
45-tonne minimum delivery provision	25
Delivery provision for producer cars	28
Identity Preserved Contract Program (IPCP)	28
Selected Barley Storage and Delivery Contracts (SBSDC)	32
Liquidated damages	37
CWB payments	39-40
Churchill freight advantage rebate (CFAR)	39
Deductions for wheat, durum and barley research	39
Direct deposit	39
Malting barley protein payment	40
Value-added incentive program (VIP)	40
Other information	41-45
Deliveries to purchase pedigreed wheat, durum or barley seed	41
Delivery of screenings for wheat, durum and barley	42
Organic Grain	43
Donating grain to charitable organizations	44
Producer cars	45
Gristing – personal use or donations	45
2006-07 call designations	46-47
Glossary of terms	48-49
Index	50

New for 2006-07

Two delivery contract series for durum

Contract series	Deadline date for sign-up
Series A	October 31, 2006
Series B	April 30, 2007

Random audits will be conducted to verify durum stocks.

Guaranteed Delivery Contract (GDC) delivery period extended

The delivery period for GDCs has been extended from 21 days to 30 days.

Terms and conditions for delivery offer and contract

Producers must receive the terms and conditions prior to committing to contracts. Copies of the wheat and durum delivery offer and contract terms and conditions will be mailed to elevators, to be made available to producers. Terms and conditions for delivery contracts can be found on the CWB Web site www.cwb.ca or you can obtain copies through Fax on Demand at 1-800-275-4292.

Series A, B and C delivery offer and contracts for Nos. 4 and 5 durum and feed wheat may be discontinued in a crop year depending on harvest conditions

The CWB will offer GDCs for No. 4 and No. 5 durum and GDCs for feed wheat to capture sales specifically targeted for these grades if harvest conditions indicate low volumes for these grains. Series A, B and C contracts for these grains would be discontinued.

GDCs for feed barley

Producers with a GDC for feed barley have until the end of the 30-day call period to cancel the GDC and complete a *Selected Barley and Storage Delivery Contract*. After this time, producers are committed to deliver on the GDC or transfer it to another producer.

Automatic rollover for delivery contracts

When the acceptance level is less than 100 per cent, the CWB will roll the unaccepted tonnes to the next Delivery Contract series in the crop year. See page 21 for more information.

New form for delivering rejected selected barley as CWB feed barley

Producers who have selected barley that was rejected at delivery or unload, can complete the *Rejected Selected Barley* form if they wish to deliver the grain as feed barley to the CWB. A GDC for feed barley will be created for the producer. The form is available on the CWB Web site or on Fax on Demand at 1-800-275-4292. See page XX for more information.

Malting barley protein payment

Malting barley protein payments will continue in the 2006-07 crop year. This program enables producers that grow two-row barley to receive a premium payment when barley is accepted and delivered as malting barley. Contact your head office to confirm if you are one of the participating companies and for reporting procedures.

E-contracts and the 2006-07 Delivery Permit book

The Delivery Permit book has been updated to allow producers and elevator staff to capture contract sign-up. This information should be entered in E-contracts to complete the contract. Elevator managers and producers should initial the new boxes in the *E-contracts and telephone contracts* section when recording contract information.

CWB information services

Online – www.cwb.ca

The CWB's web page provides a range of information about CWB programs and services. The information available on-line includes:

- Pool Return Outlooks
- delivery calls
- market, weather and transportation reports
- Country Elevator News bulletin
- Producer Payment Options (PPO)
- recent news releases
- links with other agri-business Web sites

E-services – www.cwb.ca

To obtain personal farming operation information, click on E-services and enter your user ID and password to access:

- E-contracts
- E-advances

CWB Business Centre – 1-800-275-4292

Staff can answer your questions about CWB services, prices and marketing activities.

Hours of operation:

Weekdays between 7:00 a.m. and 6:00 p.m., Central time.

Fax: (204) 983-8031

CWB Farm Business Representatives (FBRs)

When you have questions about CWB operations in your area, contact your CWB FBR. Because they work in the area where they live, FBRs have a good understanding of the local conditions and can quickly answer your questions. To find the FBR nearest you, check on our Web site at www.cwb.ca.

Cash advance Interactive Voice Response (IVR) –

1-800-275-4292 Available 24 hours a day, 7 days a week

Using this automated system, you can obtain this cash advance information:

- Cash advance balances
- A reference number for your records
- Per diem interest (if applicable)
- The last five payments applied to the account

New!

Producer Payment Options (PPO) IVR – 1-800-718-4033

Available 24 hours a day, 7 days a week

Using this :

- Contract numbers
- Contract tonnage
- Early Payment Value (EPV) level (e.g. 90 per cent), if applicable.
- Type of grain
- Outstanding tonnes

Fax on Demand – 1-800-275-4292

Available 24 hours a day, 7 days a week

Obtain information on these CWB programs and services:

- Pool Return Outlook (PRO)
- Payment information
- Direct deposit and other producer services
- PPO information and sign-up forms
- CWB producer car administration



For additional CWB supplies, send a detailed e-mail with your mailing address to cwb-elevator-supplies@cwb.ca

Additional CWB information

Country Elevator News bulletins

Country Elevator News (CEN) bulletins are a way for the CWB to communicate new or updated policies, guaranteed delivery calls, etc. to elevator staff, that weren't included in this guide at the time of printing. The CEN bulletins can be found on the CWB Web site www.cwb.ca.

Home quarter and CWB board of director elections

A home quarter description is required to ensure the farming operation is included in the correct district for CWB board of director elections. If there is no home quarter listed, please enter an appropriate land parcel.

If the producer does not reside on the land, please indicate a land parcel that will enable us to place the producer in the correct district.

Over-deliveries

Elevators should not accept over-deliveries. Before accepting a delivery from a producer, elevator managers should check E-services to confirm there is a delivery contract in place.

If there is a Delivery Contract, ensure there is room available to accept the delivery. If there is no Delivery Contract, contact the local FBR to assist you with the options available to the producer.

When a producer delivers more grain than is accepted by the CWB, there are significant impacts:

- Producer – over-deliveries directly affect the delivery opportunities and delivery quantities available to other producers in the area.
- Elevator Managers – over-deliveries impact the space available at an elevator for other grain types as well as relationships with producers.
- CWB – over-deliveries can adversely affect planned movement of quantities and qualities of grain within the train run.

CWB information security policy

The CWB is committed to protecting the privacy of producers' personal information. This information is protected and can not be disclosed to unauthorized persons or agencies. See page XX for more information.

Seed Growers

Producers who grow pedigreed seed or operate authorized seed establishments should indicate their seed grower registration number on the delivery permit application. Producers can apply seed sales to their delivery contracts if this grain was part of the original delivery contract. To avoid unnecessary liquidated damages, seed growers should submit receipts showing the amount and grade of the seed sold by July 31, 2007.

Seed growers are required to have a current delivery contract in order to make deliveries and must adhere to contract deadlines.

Additional CWB supplies

To obtain additional CWB supplies (eg. forms, guides, etc.), please send your detailed request and your mailing address to cwb-elevator-supplies@cwb.ca.

Producers now require a Personal Identification Number (PIN)

Producers now require a PIN to conduct business by telephone with the CWB. The PIN enables producers to change addresses, defer payments and sign up PPO contracts and delivery contracts. The CWB is committed to protecting producers' personal information.

2006-07 CWB board of directors election year

Lists of eligible voters are obtained from CWB records of delivery permit book holders. It is important for producers to complete their delivery permit applications by July 31, 2006 to ensure the election co-ordinator has the most accurate information.

Growing projects – grain donations to the Canadian Foodgrains Bank

Growing projects, consisting of several producers in a community, are established to assist the Canadian Foodgrains Bank (CFGB). These growing projects may donate any quantity of wheat, durum and barley to the CFGB.

Deliveries by the growing project to country elevators are made without regard to CWB delivery authorizations.

Usually, all expenses for producing the grain are donated. Growing projects may deliver to the account of the CWB if there are expenses that are not covered by donations – call the CWB at 1-800-275-4292 for more information.

Signing CWB documents

All CWB documents must be properly signed. Help us prevent delays in processing by following the examples below that show how documents must be signed.

Delivery permit applications with signature errors will be returned for correction to the delivery point indicated on the application.

Joint producers

Each joint producer must sign.

Example 1: partnership between Ralph Jones and Georgia Smith

<i>Ralph Jones</i>	<i>Georgia Smith</i>	
Signature(s) of Actual Producer (see CWB Signing Document in worksheet)		Position in Company (if applicable)

Example 2: partnership between Ralph Jones and Williams Ltd.

<i>Ralph Jones</i>	<i>Donovan Williams</i>	PRESIDENT
Signature(s) of Actual Producer (see CWB Signing Document in worksheet)		Position in Company (if applicable)

Corporations, cooperatives or business entities

1. Obtain the signature of the person with signing authority.
2. Print the position held by the person with signing authority (e.g. President, Vice-President, Farm Manager, etc.).

<i>Doug Johnson</i>	PRESIDENT
Signature(s) of Actual Producer (see CWB Signing Document in worksheet)	Position in Company (if applicable)

Estates

1. Obtain the signature of the person with signing authority.
2. Print the position held by the person with signing authority (e.g. Executor, Administrator).

<i>Winifred Doe</i>	EXECUTOR
Signature(s) of Actual Producer (see CWB Signing Document in worksheet)	Position in Company (if applicable)

Hutterite colonies

1. Obtain the signature of the person with signing authority.
2. Print the position held by the person with signing authority (e.g. President, Secretary Treasurer).

<i>Thomas Jones</i>	SECRETARY TREASURER
Signature(s) of Actual Producer (see CWB Signing Document in worksheet)	Position in Company (if applicable)

Power of Attorney

When a producer is unable to sign, the person signing must have Power of Attorney. Proof of Power of Attorney may be requested.

1. Obtain the signature of the person with Power of Attorney.
2. Print POA (Power of Attorney) next to the signature.

<i>Sara Smith (POA)</i>	
Signature(s) of Actual Producer (see CWB Signing Document in worksheet)	Position in Company (if applicable)

The delivery permit

Pre-printed applications are sent to producers who conducted business with the CWB in the previous crop year. New producers can complete a blank application at the elevator in June. The application must identify all parties who are entitled to a share of the grain produced on the land described in the application.

It is important for the CWB to have accurate and complete information about actual producers and interested parties. This information assists in developing sales plans and will be used to establish voter lists for future CWB board of directors elections.

Who can apply

1. Actual producers who grow wheat, durum, barley, oats, rye, flaxseed, canola or rapeseed during the crop year; or
2. Actual producers whose land is in summerfallow or is seeded to miscellaneous crops or perennial forage during the current crop year AND the producer, landlord, vendor or mortgagee has carried-over grain from a previous crop year.
3. Applicants must be at least 18 years of age. Consideration will be given to those 16 and 17 years of age. In these cases, the following documents are required as proof of the applicant's farming status:
 - certificate of title or tax notice for the land shown on the application in the name of the applicant;
 - lease agreement for the land shown as cash rent or crop share;
 - receipts for the farming operation in the name of the applicant.

Applicants must be at least 18 years of age.

No delivery permit will be issued to individuals under the age of 16.

Who can appear on the delivery permit

Actual producer – those who are financially responsible for the grain production and are engaged in the production of grain or who direct these operations on a custom basis. Includes an individual, partnerships, corporations, co-operatives and Hutterite colonies.

Interested party – is a landlord, vendor or mortgagee who is not actually engaged in the production of the crop but who shares in the proceeds of grain sales.

- **Landlord** – someone who rents land to an actual producer under a crop-share agreement.
- **Vendor** – someone who sells land to an actual producer and who, under the terms of the sale, receives a share of the crop grown on that land.
- **Mortgagee** – someone who lends money to a landowner and acquires a charge (mortgage) on the land as security for the loan with a share of the crop as part of the repayment terms.

Landowners who receive cash for the rental of their land and custom operators are not entitled to appear on the delivery permit.

Home quarter

A home quarter description is required to ensure the farming operation is included in the correct district for CWB board of director elections.

If the producer does not reside on the land, please indicate a parcel of land that will enable us to place the producer in the correct district.

Identification numbers

To participate in the Producer Payment Options or Spring Cash Advance Programs, new producers can call 1-800-275-4292 to be assigned an identification number before the start of the new crop year. They must provide their name, address, date of birth, SIN and home quarter. The identification number will not be activated until the producer's delivery permit application is validated.

When the delivery permit applications become available for the new crop year, the actual producer completes a blank application, using the identification number that has been assigned.

A 10-digit producer identification number is assigned to each producer who appears in a delivery permit book. Producers will retain this number indefinitely unless their farming operation changes. The last eight numbers identify the producer; the first two digits, or prefix, are special indicators, described below.

Actual producer – The first two digits of the producer identification number are 00.

Interested parties – can appear in more than one permit book. Interested parties are identified with prefixes 01, 02, and so on.

If the relationship between the interested party and the producer changes, (for example, if the interested party's crop share agreement expires) the producer identification number of the interested party is not valid for delivery after July 31.

If an interested party becomes associated with a different actual producer, a new prefix is assigned by the CWB but is not valid until August 1, 2006.

Completing the delivery permit application

Actual Producers who did not activate their delivery permit last year

A pre-printed delivery permit application, delivery permit book and worksheet are mailed to producers who held a delivery permit in the previous crop year.

However, actual producers who have not conducted CWB business within the past two years will not receive a pre-printed delivery permit application this year. If these producers plan to conduct CWB business this crop year (for example deliver CWB grain, participate in Producer Payment Options or in cash advances on CWB grains), they can call 1-800-275-4292 to have a pre-printed application mailed to them, or complete a blank application at the elevator using their previous producer identification number.

These actual producers will not receive a pre-printed delivery permit application this year. If these producers plan to conduct CWB business this crop year (for example deliver CWB grain, participate in Producer Payment Options or in cash advances on CWB grains), they can call 1-800-275-4292 to have a pre-printed application mailed to them, or complete a blank application at the elevator using their previous producer identification number.

Lost or damaged delivery permit application – call 1-800-275-4292.

Instructions for completing a pre-printed delivery permit application

The land on the permit application must comprise an independent and separate farming unit.

If the farming operation has changed (eg. from an individual to a corporation), please make the necessary corrections to the application or discard the pre-printed application and complete a blank application.

1. Indicate the home quarter land description.
2. Print the producer's full last, first and middle name, date of birth, Social Insurance Number, e-mail address and phone number in the spaces provided. See example for *Jones Ralph Jacob*.
3. Check all addresses, phone and fax numbers, and the electoral district. Stroke out any incorrect information and print the correct details in the boxes provided. Add e-mail addresses if applicable.

This information must be as complete as possible, for the actual producer and for interested parties appearing on this application. It could be used to issue ballots for CWB board of director elections.

4. To delete an interested party, stroke out the information and print the word **Delete**, as shown in the example for *Williams Ltd*. Make any necessary changes to the land associated with this party.
5. If an individual has died, please indicate **Estate** after the name and provide the name and address of the executor or administrator in the space provided. See example for *Johnson Doug Estate*.
6. To add a new interested party, follow the example given for *Doe Winnifred*. Remember to provide complete information (e.g. personal information, land description and land reference). If the permit application has no available spaces, add the new name and information on a blank permit application or a piece of paper and attach it.

Check and update land descriptions

Changes can be made directly on the form as shown on the example.

7. If the actual producer is cash renting land, use the letter **X** in the land reference column. Landowners who receive cash for the rental of their land are not entitled to appear on the delivery permit.
8. To correct land parcels, draw a line through the old description and write in the correct description.
9. To delete land parcels, stroke out the land description.
10. An asterisk (*) appearing beside a land description indicates the land also appears on another producer's delivery permit. Please compare this land description to the producer's tax notice. If it is incorrect, please make the necessary changes. If it is correct, call the CWB.

11. To add new land parcels, write the description on the next available line.
Ensure the land reference letter is marked with the correct party (actual producer or interested party).

12. If the number of acres farmed has changed, enter the new total in the **Amended Total Farm Acres** box.

Complete the seeded acres section of the form.

13. If the actual producer is a registered seed grower, indicate the seed grower number in the box provided.

14. Record the number of acres seeded to each grain.

- Flaxseed includes linola.
- Miscellaneous crops include corn, canary seed, sweet clover, soybeans, mustard, sunflowers, lentils and peas.
- Perennial forage includes sainfoil, trefoil, alfalfa, perennial grasses and clover.

15. Add boxes A to M (total in box N), O to U (total in box V) and W. Place the **Total Farm Acres**, in Box Z.

16. Indicate Yes or No to the question on organic wheat or barley.

17. Indicate Yes or No if the producer has stocks or has seeded non-registered varieties of wheat. Record the number of seeded acres in Box I.

This information ensures that grain handlers are aware of the presence of non-registered varieties on the farm. Non-registered varieties are purchased as CW Feed.

Signature requirements

18. Print the name of the actual producer, as it appears in the Actual Producer box, on the line provided.

19. The actual producer must read and sign the declaration.

Each joint producer must sign the form.

Estates, corporations, partnerships (includes joint producers), cooperatives and other business entities have special signing requirements. See page 7 for information on *Signing CWB documents*.

20. Indicate the position in the company (if applicable).

Have the producer complete the questions in **Section A** (if applicable) and **Section B** on the reverse side of the form.

Send the CWB copy to us for processing.

Example

Actual Producer's Name
JONES RALPH

2006-07 Delivery Permit Application

00 71533391 1 2 3 4

250706 1 2 3 4 4 4 4 5 6

AU-SOMEWHERE 306 123-4567 NE 18 33 31 2

00 71533391 **JONES RALPH JACOB** **2**

123 456 789 **2**
BOX 123
SOMEWHERE SK SOC 0E0

306 589-6100
306 586-1234

05 **RALPH@INET.CA**

03 71567424 **WILLIAMS LTD** **4**
440 MAINST **DELETE**
SOMEWHERE SK SOC 1E9

306 589-2200
306 586-2210

05 **RALPH JACOB JONES**

01 49218430 **SMITH GEORGIA ANN** **3**
26 07 57 **-BOX 456-**
456 789 123 **SOMEWHERE SK SOC 0E0**
306 589-5432 **BOX 546**
306 586-4321

05 **GASMITH@INET.CA**

01 76215966 **JOHNSON DOUG ESTATE** **5**
21 01 69 **-BOX 945- C/O JOHN SMITH**
987 654 321 **-SOMEWHERE SK SOC 0E0-**
324 1ST AVE
SOMEWHERE SK SOC 2E6

05 **DOE WINNIFRED** **6**
21 11 78 **BOX 320**
654 321 987 **SK SOC 0E0**
306 589-2136 **SOMEWHERE**

05 **SOMEWHERE SK SOC 2E6**

PRODUCER'S IDENTIFICATION NO.	NAME	ADDRESS	PHONE NO.	MAILING ADDRESS	PHONE NO.	LAND AREA (ACRES)	PERCENTAGE	LAND VALUE	AGRICULTURAL VALUE	AGRICULTURAL USE	AGRICULTURAL USE VALUE	AGRICULTURAL USE VALUE PER ACRE
00 71533391	JONES RALPH JACOB	123 456 789	306 589-6100	BOX 123	306 586-1234	400	400	400	400	400	400	1.00
03 71567424	WILLIAMS LTD	440 MAINST	306 589-2200	DELETE	306 586-2210	200	200	200	200	200	200	1.00
01 49218430	SMITH GEORGIA ANN	26 07 57	456 789 123	-BOX 456-	306 589-5432	180	180	180	180	180	180	1.00
01 76215966	JOHNSON DOUG ESTATE	21 01 69	987 654 321	-BOX 945- C/O JOHN SMITH	324 1ST AVE	400	400	400	400	400	400	1.00
01 76215966	DOE WINNIFRED	21 11 78	654 321 987	BOX 320	SOMEWHERE	200	200	200	200	200	200	1.00

12 2 240 2 400

13 400 400 180 400 200

14 400 200

15 1 180 920 300 2 400

16 Do you grow organic wheat or barley? YES NO

17 Do you have stocks of non-registered varieties of wheat? YES NO

18 I am certifying that the information provided is true and correct to the best of my knowledge and belief.

19 I am certifying that the information provided is true and correct to the best of my knowledge and belief.

20 I am certifying that the information provided is true and correct to the best of my knowledge and belief.

21 I am certifying that the information provided is true and correct to the best of my knowledge and belief.

22 I am certifying that the information provided is true and correct to the best of my knowledge and belief.

23 I am certifying that the information provided is true and correct to the best of my knowledge and belief.

24 I am certifying that the information provided is true and correct to the best of my knowledge and belief.

25 I am certifying that the information provided is true and correct to the best of my knowledge and belief.

Change of farming operation

If the farming operation has changed (for example from an individual to a corporation) since the last delivery permit was issued, the producer can amend the pre-printed application or complete a blank delivery permit application. The CWB will issue a new producer identification number.

New producers

New producers who are applying for the first time must complete a blank application.

Instructions to complete a blank delivery permit application

Complete one delivery permit application for each separate, independent farming unit. The application must identify all interested parties entitled to a share of the grain produced on the land described on the application.

1. Complete the front of the delivery permit application with the producer.

Record the following information:

- Last, first and middle name in full for the actual producer and interested parties or complete name of business entity;
- Home quarter for the actual producer;
- Land descriptions;
- Seeded acres
- Social Insurance Number and date of birth for individual producers;
- Telephone, fax number and e-mail address; and
- Seed Grower Number (if applicable).

Use a second blank permit application if you require more space for interested parties or land.

For non-residents of Canada, record the name and non-resident address on the delivery permit application. On separate paper, write the Canadian address of any individual or agent acting on behalf of an actual producer or interested party who lives outside of Canada. Attach it to the delivery permit application.

2. On the reverse of the application:
 - Have the producer complete the questions in Section A.
 - All producers must answer the question in Section B by checking off YES or NO in the space provided.
3. Have the producer read and sign the declaration on the front of the application. Examples of signature requirements can be found on page 7 of this guide.
4. Send the top copy to the CWB, Farmer Operations.
5. Attach the second copy, which is the producer's official delivery permit, to the first page of the delivery permit book.
6. We will send you a listing of new producer identification numbers and instructions. Write the new identification numbers in the delivery permit book.

-
7. Producers are required to indicate on their delivery permit application if they have grown non-registered varieties on their farms. Attach a *non-registered variety identification sticker* to the front cover of the delivery permit book if the applicant has stocks of or has seeded non-registered varieties of grain.

Lost or damaged applications

If the pre-printed application is lost or damaged, call our toll-free number (1-800-275-4292) and a new one will be sent to the producer. Producers can also complete a blank delivery permit application and use existing producer identification numbers to make deliveries.

Listing of producer identification numbers and instructions to elevator managers

As delivery permit applications are processed from your delivery point, you will be mailed a listing of new identification numbers and instructions. You may also receive delivery permits with signature errors. These permits must be correctly signed (see *Signing CWB documents* on page 7) and returned to the CWB.

How to change the delivery permit after it has been issued

Address changes

Please provide the CWB with the following information:

- name,
- identification number,
- old address,
- new address,
- new phone number,
- signature(s) of the producer.

Estates, corporations, partnerships, cooperatives and other business entities have special signing requirements.

For partnerships, all parties must sign to avoid processing delays.

Adding and deleting interested parties

The 2006-07 delivery permit application must identify all interested parties entitled to a share of the grain produced for the 2006-07 crop year. If errors were made when completing the delivery permit application, interested parties may be added or deleted after the delivery permit book has been issued.

Instructions:

1. To add an interested party – send the details in a letter or fax signed by the actual producer to the CWB, Farmer Operations. Be sure to include the interested party's full name, address, date of birth, Social Insurance Number, telephone and fax number, e-mail address, land description, and any previous identification numbers. The producer may be asked at a later date to provide additional information, such as a crop share lease agreement.

2. To delete an interested party – Send the details in a letter or a fax signed by the actual producer to the CWB, Farmer Operations. Please include the interested party’s name, address, land descriptions and identification number.
3. If adding or deleting an interested party changes the actual producer’s total farm acres on the delivery permit application, complete an *Amendment to Land/Seeded Acreage* form.

Changing land or seeded acres

Instructions:

1. Complete an *Amendment To Land/Seeded Acreage* form with the producer. Instructions are on the form.
2. Have the producer answer the questions and complete the declaration on the CWB copy.
3. Send the top copy to the CWB, Farmer Operations.
4. Attach the producer’s copy in the delivery permit book, on top of the delivery permit.

Actual producer changing to a new business entity

Producers can cancel their existing crop year delivery permit book and operate under a company name. Call us for the form and the detailed instruction sheet for this procedure, and we will fax them to you.

The producer will need to complete a new delivery permit application in the company name. Delivery contracts will be changed by the CWB. An *Assignment* form also needs to be completed if there is an unfilled PPO contract. A GDC Transfer form needs to be completed if there is an unfilled GDC contract.

If the actual producer has an outstanding advance payment under the existing identification number, the new delivery permit book must be endorsed. The producer needs to complete the following in the new company name:

- a *Declaration and Guarantee* form
- a *Related Producers’ Declaration* form (if applicable)
- a *Participants’ Calculation* form (if applicable)

Important: Make this change to the *Declaration and Guarantee* form:

PART 2 – GUARANTEE

In consideration of the advance payment being made to/ **previously made to** _____



add these words and include the names of **both the previous actual producer and the new company name in the space provided**

Lost or destroyed delivery permit book?

To receive a replacement book, call 1-800-275-4292.

Estates

When completing the delivery permit application, write ESTATE after the name and provide the name and address of the executor or administrator in the space provided on the application.

To assist the CWB in the administration of the estate, please send us the following documents (all original documents will be returned):

- A notarized, sealed copy of the Letters of Administration or a notarized, sealed copy of the Grant of Probate.

OR

- A notarized, sealed copy of the will and a copy of the death certificate if it was not necessary to probate the will.

If anyone has renounced the right to be an executor, please send a copy of this document.

When a producer has died after the delivery permit has been issued, please send us the name and address of the executor or administrator along with the documents shown above.

Deliveries can continue to be made on the delivery permit.

Contact us if the estate should be deleted from the delivery permit and replaced with a beneficiary.

Producers who are no longer farming but have grain to deliver

Producer holds a current delivery permit book

Producers who have left farming but still have grain to deliver should call the CWB at 1-800-275-4292.

Producer or interested party does not appear on a current delivery permit book

Producers who have grain carried over from a previous crop year can complete a delivery permit application without land descriptions and seeded acres. Send the top copy to the CWB with a note stating the delivery permit is for carried-over grain. Insert the Producer's copy in a delivery permit book. To deliver grain, the producer must complete delivery contracts and deliver as calls are announced.

CWB delivery offer and contracts

A delivery offer and contract is an offer from a producer that becomes a binding contract when accepted by the CWB. It specifies the type, grade and quantity of grain the producer wants to deliver.

Producers can offer grain to the CWB under different series of delivery contracts during the crop year. Each delivery contract series has a sign-up deadline date. Contract sign-up deadline dates for the 2006-07 crop year are as follows:

Wheat		Identity Preserved Contract Program (IPCP)	
Series A		Series A	
CWRW only	Sept. 22, 2006	CWRW Select	Sept. 22, 2006
		CPSR (5701PR)	Oct. 31, 2006
Series A	Oct. 31, 2006	AC Strongfield	Oct. 31, 2006
Series B	Jan. 31, 2007	AC Commander	Oct. 31, 2006
Series C	May 31, 2007		
		AC Navigator	
Durum		Series A	Oct. 31, 2006
Series A	Oct. 31, 2006	Series B	Apr. 30, 2007
Series B	Apr. 30, 2007		
		CW Hard White Spring	
		Series A	Oct. 31, 2006
		Series B	Jan. 31, 2007
		Series C	May 31, 2007

The CWB will establish an acceptance level for each contract program within 18 days of the sign-up deadline. Remember that the acceptance level is the producer's guarantee of delivery within the crop year and not a contract call for delivery of the grain.

E-contracting is available to CWB agents, allowing you to enter into or modify a delivery contract on a producer's behalf.

Producers must complete a separate contract for each contract program and series. Refer to the table on page **XX** for a list of the contract programs and series offered this year.

Separate delivery contracts are used for IPCP and selected barley. Instructions covering these programs are provided on pages **XX-XX** and pages **XX-XX** respectively. IPCP contracts can be signed up on E-services and will no longer be sent to producers.

Producers must take full advantage of delivery contract opportunities to receive guaranteed delivery for grain committed to a PPO program within the crop year.

Producers may also enter into delivery contracts on-line or over the telephone by calling the CWB at 1-800-275-4292. Producers must provide their personal identification number (PIN) and CWB producer identification number.

How to sign up contracts on E-services

Determine the grade and protein level of the producer's grain. If the producer is unsure about the grade or protein level of the grain, advise the producer to submit a representative sample to you or the Canadian Grain Commission before completing the contract. Instructions on taking proper samples are on the back cover of the delivery permit book.

Determine the net tonnes (after dockage) that the producer wants to offer on contract. Remember that grain offered on the delivery contract should not include grain to be used as feed or seed.

Instructions

1. Sign into E-services.
2. Click on the green *Delivery contracts* tab.
3. Click the *here* button to create a new contract.
4. Click on the drop down list and choose a *Contract program* and click on *Next*.
5. Click on the drop down list and select a *Contract series* and click on *Next*.
6. Enter the *Contract amount* in whole tonnes or bushels and click on *Next*.
7. Click *Create contract*.
8. To print a copy of the contract, click on *View printable contract* and click on *Print this contract*.
9. Click on *Return to contract summary* to return to the producer's delivery contract screen.

Write the date, contract number, increased tonnes, and total tonnes on the *CWB contract program* pages in the delivery permit book. Place a check (✓) in the box provided if the contract is a Guaranteed Delivery Contract (GDC). For delivery contracts with a PPO, indicate the type of PPO in the boxes provided.

Both the producer and elevator manager should initial the boxes provided.

To view a list of contracts signed up by your elevator enter E-services and click on the green *Contract lists* tab at the top.

How to change the delivery contract before the sign-up deadline

Producers can make changes to the delivery contract any time before the deadline date as long as the change does not create an over-delivery.

Increasing a delivery contract before the sign-up deadline

Instructions

1. Click on the green *Delivery contracts* tab.
2. Click on the contract program to be increased.
3. Click on *Increase contract amount* in the contract actions list.
4. Enter the increase amount in whole tonnes or bushels and click *Next*.
5. Click on *Increase* to submit the contract.
6. To print a copy of the contract, click on *View printable contract* and click on *Print this contract*.
7. Click on *Return to contract summary* to return to the producer's delivery contract screen.



Decreasing a delivery contract before the sign-up deadline

A producer can decrease the delivery contract but cannot create an over-delivery in the program being decreased.

A producer must leave enough tonnes under contract to cover deliveries already made in relation to the percentage called.

Example 1:

Producer A has a delivery contract for 400 tonnes of No. 2 CWRS 13.4% and lower. On the first call in the series, Producer A has delivered 50 tonnes on a 50% call.

tonnes deliverable =
 $400 \text{ tonnes} \times 50\% = 200 \text{ tonnes}$

Producer A wishes to decrease this delivery contract. The amount that must remain contracted is calculated as tonnes delivered ÷ per cent called.

$(50 \text{ tonnes} \div 50\% = 100 \text{ tonnes})$

Therefore, Producer A can decrease the delivery contract by up to 300 tonnes ($400 - 100 = 300$), and must leave 100 tonnes on the delivery contract to avoid creating an over-delivery.

Example 2:

Producer B has a 200 tonne delivery contract for No. 1 CWRS 13.5% and higher. On the first call in the series Producer B delivered 100 tonnes on a 50% call.

tonnes deliverable = 200 tonnes x 50% = 100 tonnes

Producer B wishes to decrease this delivery contract.

The amount that must remain contracted is calculated as tonnes delivered ÷ per cent called.

(100 tonnes ÷ 50% = 200 tonnes)

In this case, the delivery contract cannot be decreased as this would result in an over-delivery.

Instructions

1. Click on the green *Delivery contracts* tab.
2. Click on the contract program to be decreased.
3. Click on *Decrease contract amount* in the contract actions list.
4. Enter the decrease amount in whole tonnes or bushels and click *Next*.
5. Click on *Decrease* to submit the contract.
6. To print a copy of the contract click on *View printable contract*, click on *Print this contract*.
7. Click on *Return to contract summary* to return to the producer's delivery contract screen.

Misgrades

CWB delivery contracts should accurately reflect the grade and protein that will be delivered. Producers can have a sample of their grain checked by the grain company or the Canadian Grain Commission (CGC) if they are unsure of the grade and protein. If the grain being delivered is a different grade or protein level than the original delivery contract, this is referred to as a misgrade, and the delivery contract may have to be corrected. The reporting of misgrades ensures that the CWB has accurate information about the amounts of grain in each program it has to sell and move to terminal position.

The reporting of misgrades ensures that the CWB has accurate information about the amounts of grain in each program it has to sell and move to terminal position. Elevators and the CWB do not require the producer's authorization to process misgrades.

For the new crop year, the need for misgrades will be reviewed when the 2006-07 harvest nears completion and the quality of the crop has been clearly established.

If misgrades are necessary, you will receive additional instructions at that time.

Producers can change the grade and protein of a delivery contract through an increase and corresponding decrease. The original tonnage offered on the delivery contract cannot be altered. For example, if No. 2 CWRS 13.5 per cent and higher misgrades to No. 1 CWRS 13.5 per cent and higher, the tonnage can be moved between the two programs but the total contract tonnes cannot change.

If there is a misgrade on the delivery contract and less than 45 tonnes have been delivered for the same class of grain (for the series), the delivery contract can be decreased to the amount delivered and the balance applied to a new delivery contract.

Before the contract series sign-up deadline, follow the instructions to decrease and increase a delivery contract on page XX.

How to misgrade after the contract series deadline

Instructions

1. Click on the green *Delivery contracts* tab.
2. Click on the contract program to be misgraded.
3. Click on *Decrease contract amount* in the contract actions list and click on *Next*.
4. Enter the decrease amount in whole tonnes or bushels and click on *Next*.
5. Choose *program for increase* from the pull down list beside *Select program* and click on *Next*.
6. Click on *Change contracts*.
7. To print a copy of the contract, click on *View printable contract* and click on *Print this contract*.
8. Click on *Return to contract summary* to return to the producer's delivery contract screen.

Decrease		Increase	
Contract program	1 CWRS 13.5 and higher	Contract program	2 CWRS 13.5 and higher
Contract series	0	Contract series	0
Roll-over option	Yes	Roll-over option	Yes

	Tonnes	Bushels		Tonnes	Bushels
Original contract amount	100	2,874	Original contract amount	0	0
Decrease contract amount by	50	1,437	Increase contract amount by	50	1,437
New contract amount	50	1,437	New contract amount	50	1,437

Producers no longer have to remember to select the rollover option when signing delivery contracts.

Automatic rollover **New!**

Producers no longer have to remember to select the rollover option when signing delivery contracts. When the acceptance level is less than 100 per cent, the CWB will roll the unaccepted tonnes to the next delivery contract series in the crop year.

**NEW PARAGRAPH HERE - TEXT MISSING **

Canceling a rollover delivery contract

If a producer decides not to offer the unaccepted tonnes in the next series, the rollover delivery contract can be cancelled before the sign-up deadline for the next series. Delivery contract decreases can be done on E-services, or producers can call the CWB with their PIN to cancel the rollover.

CWB contract acceptance is announced in the "Country Elevator News" bulletin.

Acceptance levels

The CWB will announce an acceptance level for each delivery contract program within 18 days of the sign-up deadline. The CWB determines the maximum tonnage it can accept under each delivery contract program. Following the deadline date for each series, the quantity of grain offered under contract is compared to sales requirements and transportation capacity. The acceptance level is the producer's guarantee of delivery by the end of the crop year. The quantity accepted on each delivery contract will be the same percentage for each producer.

Acceptance is announced as a percentage of the amount the producer has offered. For example, if the acceptance is 60 per cent and the producer offered 125 tonnes under contract, the amount of the producer's delivery contract that is guaranteed to be called for delivery by the end of the crop year is 60 per cent, or 75 tonnes.

If acceptance is less than 100 per cent, do not amend the contract tonnage. Record the per cent accepted in the *Per Cent Accepted Box* on the *Contract program pages* in the delivery permit book.

Delivery calls are issued during the crop year that will match the percentage accepted. For example, with an acceptance level of 60 per cent, the total delivery calls issued for the series and program must equal 60 per cent. The CWB will also cancel the rollover portion of the original delivery contract.

The acceptance level is a guarantee of delivery within the crop year, not a delivery call.

Canceling a delivery contract with reduced acceptance

If the CWB does not accept 100 per cent of the grain offered, producers may reduce the delivery contract to zero within 14 days of the acceptance level announcement. The producer must call the CWB at 1-800-275-4292 to cancel the contract.

Producers may cancel their delivery contract within 14 days of the acceptance level announcement if the CWB is unable to accept all of the grain offered.

Guaranteed Delivery Contract (GDC)

The CWB will offer GDCs for feed barley and may offer GDCs for Nos. 4 and 5 durum and feed wheat. GDCs capture sales targeted for specific grades. The GDC is a delivery contract that guarantees 100 per cent acceptance of grain offered by producers and 100 per cent delivery by a specific date. Once producers are notified by letter from the CWB, they have 30 days to deliver the grain.

The number of GDCs offered will depend on marketing opportunities for the crop year. Based on tonnage volumes, the CWB reserves the right to withdraw offers at any time and without notice.

Producers who have an Early Payment Option contract, a Fixed Price Contract, a Basis Payment Contract or a Daily Price Contract can apply GDC deliveries to those contracts for payment. Please refer to the appropriate Producer Payment Options (PPO) guide for details on applying deliveries to PPO contracts.

Producers are expected to deliver all of the grain they commit to a GDC. GDCs with less than 90 per cent delivered are subject to liquidated damages. If a producer encounters difficulties delivering grain, the producer can transfer a portion of or the entire contract to another producer. The GDC transfer form is available on the CWB Web site or on Fax on Demand.

GDCs for feed barley

Producers with a GDC for feed barley have until the end of the 30-day call period to cancel the GDC and complete a *Selected Barley and Storage Delivery Contract*. After this time, producers are committed to deliver on the GDC or transfer it to another producer.

If a producer's selected barley is rejected at delivery or unload and the producer wants to deliver to the CWB, the *Rejected Selected Barley* form can be completed. This form is available on the CWB Web site or on Fax on Demand. The CWB will issue a GDC number for this grain. The GDC will only be issued for the current pool period.

Deliveries

The CWB calls grain forward by announcing delivery calls. Producers can deliver grain as soon as calls are announced and elevator space allows.

Deliveries cannot be made until grain has been called. This includes deliveries made under the 45-tonne minimum delivery provision.

Delivery calls

Delivery calls are made for all or part of the accepted delivery contract amount.

Delivery calls are announced as a percentage of the delivery contract amount.

Reporting deliveries

When reporting deliveries to the CWB, the correct information ensures the deliveries will be applied properly to producers' contracts, and will prevent any unnecessary assessment of liquidated damages.

Multiple deliveries (elevator receipts) can be reported on a single cash ticket.

The delivery period for GDCs has been extended from 21 to 30 days.

The GDC transfer form is available on the CWB Web site or on Fax on Demand

Be sure to use the correct grade code when reporting deliveries.

Report each cash ticket with the following:

- the producer’s 10-digit identification number;
- grain;
- primary elevator receipt number;
- net weight;
- grade and protein;
- delivery year - when settling deliveries against the last crop year’s delivery contract, report the delivery with the call year ‘05’ and the crop (delivery) year ‘06’;
- call designation - see page 46 for 2006-07 call designations;
- if applicable:
 - cash advance refund;
 - *Selected Barley Storage and Delivery Contract* number;
 - IPCP contract number;
 - PPO contract number – look for the *PPO PARTICIPANT* sticker on the front of the permit book. Ask the producer if the delivery is towards the PPO contact. The PPO contract number is essential to generate the producer’s additional CWB payment and prevents unnecessary pricing damages.
 - If the producer wants to split a delivery between multiple PPO contracts or between a PPO contract and the pool account, report the settlements separately.
 - Report the PPO contract number in the authorization field of the cash ticket. Since the cash ticket has only one field to report a contract number, it is important to report the correct one. See the table below.

Contract type	Contract number required on cash ticket
Delivery contract for wheat or durum against an FPC, BPC, EPO or DPC for wheat	FPC, BPC, EPO or DPC contract number
GDC feed wheat or GDC durum against an EPO	EPO contract number
GDC feed barley against an FPC or EPO	FPC or EPO contract number
Selected barley against a BPC, FPC or EPO	Selected barley storage and delivery contract number
IPCP against FPC, BPC, EPO or DPC	FPC, BPC, EPO or DPC contract number

Recording deliveries in the delivery permit book

Be sure to update the permit book each time the producer makes a delivery.

Record the delivery call information on the *CWB contract programs* pages under *Delivery calls*.

- The *tonnes deliverable* equals the *per cent called* multiplied by the *total contract net tonnes*. Add the *tonnes deliverable* to the *cumulative tonnes deliverable*.
- The total tonnes delivered to date must not exceed the lesser of *total contract net tonnes* or *cumulative tonnes deliverable*.
- For terminated delivery calls, record any shortfall as a *reduction* and reduce the *cumulative tonnes deliverable*.
- The tonnes delivered within each class cannot exceed the *cumulative tonnes deliverable* for all contract programs combined for that class.

Report the PPO contract number on the cash ticket.

This will ensure prompt payment to the producer.

Record the net weight (after dockage) of the grain. Record the gross weight if the dockage has not been established. Cancel the entry once the dockage has been determined and make a new entry using the actual net weight.

Initial the entries.

Designate PPO deliveries by writing the PPO contract number and type of contract in the PPO column.

There are separate sections to record deliveries for:

- CWB contracts;
- purchases of pedigreed seed;
- screenings from custom cleaning;
- flour gristing;
- selected barley;
- off-Board grain – deliveries of off-Board wheat, durum and barley must be recorded;
- other grains – entry of other grains (canola and rapeseed, flaxseed, rye and oats) are voluntary. Space is provided in the delivery permit book for these entries.

Terminated calls

Delivery calls are terminated when producers have had an opportunity to deliver. The CWB announces terminations in the *Instructions to the Trade*. Once a delivery call has terminated, do not accept any deliveries for this call unless you have permission from the CWB. If you have a situation that warrants special consideration, contact your local CWB Farm Business Representative or call the CWB at 1-800-275-4292.

Non-registered varieties

Canadian grain varieties are respected and sought after around the world. To protect the integrity of these varieties and our international markets, all non-registered wheat varieties must be delivered as Canada feed.

If a producer delivers a non-registered variety on a CWB contract that is not a feed contract, the producer is in default of the contract and is subject to liquidated damages. This may result in the cancellation of any other CWB contracts the producer may hold.

45-tonne minimum delivery provision

When the CWB issues the first delivery call of a series, the producer can deliver the greater of (without exceeding the contract amount):

1. The quantity of the grain and grades called

OR

2. 45 tonnes per class of the grain called.

Please note: There must be a call issued for the grain and grades contracted to apply the 45-tonne minimum delivery provision.

Depending on market conditions the CWB reserves the right to exclude certain grades from the 45-tonne minimum delivery provision.

Producers cannot deliver more than the amount contracted. For example, if the producer had 20 tonnes of No. 2 CWAD 13.0 and higher contracted, only 20 tonnes can be delivered using the 45-tonne minimum delivery provision against the first call of the series.

Example: Using the 45-tonne minimum delivery provision

A producer has three delivery contracts of 50 tonnes each. Delivery contract calls have been announced at 10% for each delivery contract. The producer can deliver 15 tonnes under contract or up to 45 tonnes under the 45-tonne minimum delivery provision.

The producer chooses to deliver 45 tonnes of No. 1 CWRS 13.5 per cent and higher using the 45-tonne minimum delivery provision.

Once 45 tonnes have been delivered, the producer cannot make additional deliveries until the amount called is greater than the 45 tonnes already delivered.

	Contract Amount (Tonnes)	Per cent Called	Producer's Deliverable (Tonnes)	Producer's Deliveries (Tonnes)
1 CWRS 13.5% and higher	50	10%	5	45
2 CWRS 13.5% and higher	50	10%	5	0
3 CWRS	50	10%	5	0
			15	45
		Net Deliverable =		0

Later additional delivery calls of 30 per cent are announced, bringing the total amount called to 40 per cent.

	Contract Amount (Tonnes)	Per cent Called	Producer's Deliverable (Tonnes)	Producer's Deliveries (Tonnes)
1 CWRS 13.5% and higher	50	40%	20	45
2 CWRS 13.5% and higher	50	40%	20	0
3 CWRS	50	40%	20	0
			60	45
		Net Deliverable =		15

The producer can now deliver a total of 15 tonnes of either No. 2 CWRS 13.5 per cent and higher or No. 3 CWRS, or a combination of these two grades.

The 45-tonne minimum delivery provision applies per class of grain for delivery contracts.

Example: Recording the 45-tonne minimum delivery in the delivery permit book

CWB contract programs

Class of grain <u> </u> CWRS	Contract code <input style="width: 40px;" type="text" value="E1"/>
Grades <u> </u> No. 1 CWRS 13.5 and higher	Series <input style="width: 40px;" type="text" value="A"/>
Check here if contract is a GDC <input type="checkbox"/>	Per cent accepted <input style="width: 40px;" type="text" value="100"/>

E-contracts and telephone contracts If applicable, check type of pricing contract NEW

Date	Contract number	Net tonnes increase	Net tonnes decrease	Total contract net tonnes	Prod. initials	Mgr. initials	EPO	BPC	FPC	DPC
31/10/06	123456	50		50	AP	EM				

Delivery calls

Call designation	Per cent called	Total contract net tonnes	Tonnes deliverable	Reduction (Terminated call)	Cumulative tonnes deliverable
E11	20%	50	10		10

Record of deliveries

Company name	Delivery point	Grade	Date	Net tonnes delivered	Total deliveries	Mgr. init.	PPD
X	X	1 CWRS 13.5	10/31/06	45	45	EM	Min. prov.

When the contract acceptance level is less than 100 per cent, the producer has the option to deliver 45 tonnes per class of the grain called for delivery without exceeding the delivery contract amount.

If the CWB does not accept any of the tonnes offered on a series, the 45-tonne minimum delivery provision does not apply and no grain can be delivered against the delivery contract.

The 45-tonne minimum delivery provision applies to the grains listed in the side-bar. If the producer has delivery contracts for more than one grade within a class, for example No. 1 and No. 2 CWAD 13.0 per cent and higher, the combined deliveries cannot exceed 45 tonnes using this option.

Deliveries can be made on regular delivery calls once the amount deliverable under the calls exceeds the amount delivered under the 45-tonne minimum delivery provision.

If there is a misgrade on the delivery contract and less than 45 tonnes have been delivered for the same class of grain (for the series), the delivery contract can be decreased to the amount delivered and the balance applied to a new delivery contract.

The 45-tonne minimum delivery provision applies to the following classes:

- CW Red Spring wheat
 - CPS Red wheat
 - CPS White wheat
 - CW Extra Strong wheat
 - CW Red Winter wheat
 - CW Soft White Spring wheat
 - * CW Feed wheat
 - CW Amber Durum
- * CW Feed wheat is not a class of grain, but is included for the purpose of administering the 45-tonne minimum delivery provision.

A one-time, additional 45-tonne minimum delivery provision, per grain, applies for producers using producer cars.

Delivery provision for producer cars

Producers who are shipping producer cars are eligible for a one-time, 45-tonne minimum provision per grain on the first contract call of the crop year. This is different than the minimum contract provision which enables producers to deliver a minimum of 45 tonnes per class. It was put in place to recognize producers at the start of the crop year who may not have a large enough contract or sufficient delivery opportunity to fill a producer car.

Identity Preserved Contract Program (IPCP)

The CWB Identity Preserved Contract Program (IPCP) is designed to develop domestic and international markets for new varieties of western Canadian wheat, durum and barley. Producers receive incentives for production that allows the CWB to test-market new varieties among customers. The program provides a supply of new, high-quality varieties to customers, so that milling and end-use performance can be tested, leading to increased market potential.

Incentives to producers vary by program. They can include:

- guaranteed acceptance and delivery within the crop year of all production that qualifies for the 2006-07 program
- escalating on-farm storage payments
- contract and protein premiums

2006-07 Identity Preserved Contract Programs

5701PR wheat

This is a variety in the Canada Prairie Spring Red wheat class. Qualifying grades that will be accepted for delivery are Nos. 1 and 2 CPSR (5701PR).

CW Hard White Spring

Eligible varieties are Snowbird and Kanata. Qualifying grades that will be accepted for delivery are Nos. 1, 2 and 3 CWHW.

CW Red Winter Select

Eligible varieties are AC Bellatrix, AC Readymade, AC Tempest, CDC Buteo, CDC Osprey, McClintock, Norstar and Radiant.

Qualifying grades that will be accepted for delivery are Nos. 1 and 2 CWRW Select with a minimum protein of 11.5 per cent.

AC Navigator Durum

This is a variety in the Canada Western Amber Durum wheat class. Qualifying grades that will be accepted for delivery are Nos. 1 and 2 CWAD (AC Navigator).

AC Strongfield Durum

This is a variety in the Canada Western Amber Durum class. Qualifying grades that will be accepted for delivery are Nos. 1, 2 and 3 CWAD (AC Strongfield).

AC Commander Extra Strong Durum

This is an extra strong durum that cannot be blended with conventional durum. Qualifying grades that will be accepted for delivery are Nos. 1, 2, 3 and 4 CWAD (AC Commander).

IPCP producers are required to have delivery contracts.

-
- New!** • **AC Commander and AC Strongfield**
3 cents per tonne per day for the first 120 days
5 cents per tonne per day after 120 days
Storage payments are calculated starting October 1, 2006 or when the contract is signed, whichever is later, to the date of delivery or the delivery authorization termination date, whichever is earlier.

Policies and procedures for 2006-07

Nominated delivery point

Producers will be expected to deliver to the point indicated on the delivery contract for non-proprietary programs, or an alternate point mutually agreed upon by the grain company, producer and the CWB.

Production contracts and IPCP Delivery Contract listings

When production contract information or Delivery Contracts are not submitted to the CWB, there are delays in sending storage and premium payments to producers.

Throughout the fall, the CWB will e-mail lists to grain company head offices for distribution to elevators. The listings will identify producers that require production contracts and IPCP Delivery Contracts.

Delivery authorization

If you are required to load IPCP grain, you will notify the producer of their window of delivery opportunity. Producers are required to deliver within 21 days of being directed by you to do so.

Producer car shippers will receive similar delivery instructions from the Canadian Grain Commission (CGC) after the CGC has received delivery authorization from the CWB.

Producers will receive a delivery call letter from the CWB only if their grain is **not** required for identity-preserved movement.

Reporting IPCP deliveries

The IPCP contract number and grade code are required when reporting deliveries. Include the IPCP contract number in the authorization field of the cash ticket. This identifies that the producer's delivery is entitled to storage payments. Deliveries against a PPO contract are an exception. Report the PPO contract number instead of the IPCP contract number in the authorization field. The call designation and grade code must be used to identify the delivery for storage payments in this circumstance.

It is very important to use the correct grade codes and call designations for the specific IPCP when reporting deliveries. Please see 2006-07 Call Designations on page 46.

Varietal purity

Producers are expected to deliver grain that is 95 per cent pure to the variety or varieties specified on the IPCP contract. If producers fail to do so, the CWB may assess liquidated damages.

Handling requirements

Elevator managers will load the cars as authorized, marking the I-90 tag with the name of the variety in red marker across its face. These cars are also to be identified and I-90 marked as DO NOT POOL.

Once IPCP orders are loaded, the CWB tracks the movement of these cars to the port. To do this, we require your cooperation in submitting the car numbers to the CWB as soon as the orders are loaded. You have three options for reporting the car numbers to the CWB:

- e-mail to Teresa_Cherka@cwbc.ca
- fax to 1-204-983-2822
- call direct to 1-204-983-4487

Please report the following:

- company
- station
- authorization week
- rail car numbers
- shipping date
- tonnes loaded
- producer's name
- producer's CWB identification number
- contract tonnes delivered

Cars arriving at the port will be directed to the terminals identified by the CWB.

Sampling Requirements

Elevator managers are to collect and store 1-kg samples of producers' deliveries in a sealed tamper-proof container (e.g., locked box, jar or plastic bag). The producer or their representative (e.g., custom trucker) and the elevator manager must agree on the sample and initial it.

Samples must be retained for 30 days from the day the grain is unloaded at port or other end destination.

If a problem is detected with the rail car unload samples, tests on the retained producer delivery samples at the point of origin will be conducted at the grain company's expense.

If testing is required, the elevator manager and producer are to make up a 1 kg composite sample of the producer's deliveries and forward it to the CGC Grain Research Laboratory (or all samples should be forwarded if the producer is not available).

Harvest samples and quality information

As test results on harvest samples are available, grain companies will provide the CWB with quality information for individual producers, such as grade, protein, moisture, and degrading factors. Grain companies will also provide, to a CWB representative, composite samples for full analysis by a testing laboratory. Larger samples up to two tonnes may be required for testing and programs at the Canadian International Grains Institute.

The results will be communicated to the CWB and the grain company.

Note: Producers signing *Production Contracts* with grain companies are required to complete CWB delivery contracts.

For more information, contact the CWB at 1-800-275-4292.

Selected Barley Storage and Delivery Contracts (SBSDC)

About 70 per cent of Western Canada's barley acres are seeded to malting varieties. Only the best quality barley varieties are selected for marketing as malting barley. The remainder is used as feed barley. Two-row varieties occupy about two-thirds of the malting barley area, with six-row varieties grown on the remaining one-third. The *Selected Barley Storage and Delivery Contract (SBSDC)* is used by producers to offer malting, pearl or pot barley. The contract is mainly being used for malting barley.

Storage payments for selected barley

A system of increasing storage payments has been implemented for producers who are storing their grain on-farm while awaiting delivery opportunity. Storage begins from the date of *SBSDC* acceptance.

The rates are:

- 3 cents per tonne per day for the first 120 days
- 5 cents per tonne per day for days 121 through day 180
- 9 cents per tonne per day for days 181 and later

Completing the contract

Producers can offer their barley for selection by completing Part A of the *SBSDC* and submitting a representative sample to a selector. Producers are encouraged to offer their grain in carlot or truck load amounts.

Selectors will not accept barley that has been treated with preharvest glyphosate and desiccants. If a desiccant is detected, the producer could be placed in default and subject to liquidated damages. This policy came into effect to safeguard Canada's malting barley markets.

Producers can submit as many samples and *SBSDC* offers as they wish, as long as each offer represents a separate quantity of barley.

Instructions

- Detach the tear-off information sheet of the *SBSDC* and give it to the producer.
- Enter the producer and company/delivery point information at the top of Part A.

- Check the box provided if the producer will allow the sample to be held for future selection.
- Check the box provided if the producer wishes the selecting party to provide the information about the quality characteristics of the sample.
- The producer should enter *Any other conditions* that have been negotiated with the elector on the line provided (e.g. delivery date, trucking incentives, handling tariffs, etc.).
- Ensure the contract is signed and dated by the producer.

How the selector accepts the offer

The selector accepts the offer by completing Part B of the producer’s delivery contract within 14 days of contract submission. During this time, the producer cannot offer that same quantity of grain to any other selector. The CWB will notify the producer by confirmation letter that the *SBSDC* has been accepted.

If the producer is advised that the barley is not acceptable to the selector, and the 14-day period has not expired, he or she can offer that barley elsewhere.

Delivery

The delivery period choices contained in Part B are an important feature of the contract. Selectors have agreed that, whenever possible, they will provide the producer with a binding delivery period. The selector makes this choice by placing a checkmark in the top box of the delivery period section and then placing a checkmark in one of the three delivery periods indicated in the adjacent boxes. This delivery period becomes binding to the selector and the producer, and requires the selector to call the barley for delivery within 21 days of the expiry of the period.

Accepting other conditions

Example A

I have negotiated the delivery period with the producer. pre January 31 February - May June - August 21

In example A, the selector has committed to calling for delivery of the selected barley on or before May 11, 2007, which allows the producer 21 days to deliver.

Alternatively, the selector may choose to indicate a delivery period for informational purposes. The selector makes this choice by placing a checkmark in the second box of the delivery period section and indicating one of three delivery periods in the adjacent boxes. In the case of a delivery period for informational purposes, the selector will make best efforts to call for delivery within the period indicated.

Example B

I have advised the producer of a delivery period for informational purposes. pre January 31 February - May June - August 21

In example B, the selector will try to take delivery of the grain by the end of May but is only required to issue the delivery call by July 31, 2006 to allow the producer 21 days to deliver.

Whether the choice is a binding delivery period or a delivery period for informational purposes, the delivery period is reported to the producer in the letter confirming selection of the barley.

Selectors must accept or reject *Any other conditions* the producer has indicated in Part A of the contract.

Selectors must accept or reject *Any other conditions* the producer has indicated in Part A of the contract.

Contracts placed on hold are not considered binding on either party, and are not eligible for storage payments.

Recheck samples

Encourage producers to submit recheck samples to ensure their barley remains in condition during on-farm storage. The industry standard for germination testing is the germinative energy test, which is a three-day, 4 ml water-based test. There are two benefits to submitting recheck samples:

1. To be eligible to receive storage payments, recheck samples must clearly show that the germination was at least 95 per cent before January 1, 2007.
2. Producers can make earlier marketing decisions if their barley is rejected.

Cancelling the selected barley contract

Producers must contact the selecting party or handling company if they wish to cancel their *SBSDC*. Otherwise, it is considered binding and producers are expected to deliver.

Barley held for future selection

The producer can choose to have the *SBSDC* offer and sample held by the selector for future consideration. The producer selects this option by putting a checkmark in the box that appears on the *SBSDC* form. If the producer does not receive a response from the selector within 14 days of having submitted an *SBSDC*, or if the selector rejects the offer, the producer can offer the grain to another selector, as well as keep it for possible acceptance by the original selector.

Accepting deliveries of selected barley

The producer has 21 days to deliver the barley to the delivery point on the *SBSDC*. The delivery point cannot be changed unless the producer and selector agree on another delivery point.

A lock-box sample must be taken when the producer delivers. It will help resolve disputes regarding the unload grade. The lock-box sample is necessary for determining a producer's eligibility for storage payments on rejected barley.

By delivering the same variety as the one under contract, producers avoid defaulting on their *SBSDC*. When a different variety or a mixture of varieties is delivered, the *SBSDC* will be cancelled by the selector and the producer may be assessed liquidated damages.

Producers may ship selected barley in a joint rail car. Each producer must apply for a separate *SBSDC*. Record the deliveries in the appropriate delivery permit books and pay each producer according to their share. It is the elevator's duty to ensure that the handling company issuing the settlement is aware of the details of this shipment prior to accepting any grain deliveries.

Payment for selected barley

Grain companies have the option of paying the initial payment upon delivery to the elevator (street delivery).

If the producer and elevator manager cannot agree on the grade when making settlement at the time of delivery, follow this process:

1. Special bin the selected barley or use an interim elevator receipt.

-
2. Submit a representative sample of the barley that you both agree upon to the Canadian Grain Commission (CGC) for grading. Mark the sample *Subject to Inspectors Grade and Dockage*. Note on the sample that a designated barley grade is requested.

The producer will receive payment based upon the grade assigned by the CGC.

Producers who ship their selected barley by consigned shipment will receive payment based on the unload sample.

If selected barley is unloaded after July 31, 2007, producers can choose which crop year to use for settlement. See *Reporting deliveries* on page 23.

Selected barley rejected for germination

If selected barley is rejected at delivery or unload because it does not meet minimum germination levels, producers may be eligible for storage payments based on the following criteria:

- The barley must have been accepted under a 2006-07 *SBSDC* and delivered after January 1, 2007.
- Recheck samples must clearly show that the barley was of malting quality before January 1, 2007. The recheck sample must meet the minimum requirement of 95 per cent germination using the industry standard method as described in the 2006-07 contract. Your head office must send the recheck information.
- The selecting party must verify that the delivery sample or unload sample is the same grain as the original sample that was submitted with the *SBSDC*. A lock-box sample must be available for this comparison.
- Your head office must advise us to cancel the *SBSDC* by letter or by completing an adjustment/cancellation form and sending it to the CWB.
- The rejected barley must be settled as CWB feed barley.

Instructions for delivering rejected selected barley to the CWB

- The producer must complete a *Rejected Selected Barley* form, which is available on the CWB Web site and Fax on Demand.
- The CWB will generate a GDC for the producer. Producers must deliver in the pool period that is currently available.
- Report the delivery as feed barley using call designation V99.

Other options for rejected selected barley

- Producers may deliver rejected grain to off-Board markets at port position. Contact your head office for more information.
- Producers may request that the grain be shipped back to the point of origin. The producer is responsible for all related costs.

Storage payments will not be made until the CWB receives this information from your head office.

Storage payments are available only on rejected barley settled as CWB feed.

Select hulless barley contracts

Once a sale is finalized, the CWB puts a tender out to grain company head offices. Grain companies who secure the tender with the CWB advise their elevator managers to contact producers who grow hulless barley to give them an opportunity to participate in the program. Producers are asked to submit a representative sample of their barley, which is tested for selectable quality.

Samples should be held at the elevator to assist in resolving any disputes at port position.

A confirmation of selection and sample data is sent to the producer. An *SBSDC* is also sent to these producers, along with a cover letter. The producer must complete the *SBSDC* and return it to the handling company. It should then be forwarded to the CWB for processing.

Enter select hulless barley deliveries on page 29 of the producer's delivery permit book.

Instructions for delivering hulless selected barley to the CWB

If the hulless barley is rejected at unload, it can be delivered to the CWB according to the unload grade.

- The producer must complete a *Rejected Selected Barley* form, which is available on the CWB Web site and Fax on Demand.
- The CWB will generate a GDC for the producer. Producers must deliver in the pool period that is currently available.
- Report the delivery as feed barley using call designation V99.

Producers are not eligible for storage payments.

Liquidated damages

CWB delivery contracts contain a performance clause. Producers are expected to deliver all of the grain that they commit to delivery contracts and that is accepted. If they deliver less than **90 per cent** of the accepted amount, liquidated damages will be assessed on the shortfall. If the producer encounters problems fulfilling the contract, please have him contact their local Farm Business Representative or call the CWB at 1-800-275-4292.

Liquidated Damages are assessed at the end of the crop year or at the end of the pool period for feed barley. Liquidated Damages take into account the total costs of administration, demurrage penalties and lost sales opportunity.

If an error has been made in the assessment of liquidated damages, please contact the CWB with the details by calling 1-800-275-4292.

Administrative errors can cause liquidated damages

To prevent the assessment of unnecessary liquidated damages:

- Use the correct 10-digit identification number on delivery contracts and cash tickets.
- Ensure there is a delivery contact for the grain delivered.
- Use the correct grade code.

Liquidated Damages Rates

	Minimum Per Tonne	Maximum Per Tonne
Wheat	\$6.00	\$15.00
Durum	\$6.00	\$25.00
Selected Barley	\$6.00	\$25.00
Feed Barley	\$6.00	\$25.00

GDCs for feed barley are assessed at the end of each pool period.

- Use the correct call (contract) year when reporting deliveries. When settling deliveries against the last crop year's delivery contract, report the delivery with the call year '05' and the crop (delivery) year '06'.

Liquidated damages assessed to seed growers

The CWB will give consideration to producers who grow pedigreed seed or operate authorized seed establishments. Please ensure that the Seed Grower Number is entered on the delivery permit application. Producers can apply foundation, registered or certified seed sales to their delivery contracts, providing this grain was part of the original delivery contract.

Assessing liquidated damages when acceptance is less than 100 per cent

Example

If a producer has contracted 150 tonnes, and the CWB accepts 80 per cent, the amount the producer is eligible to deliver is :

$$150 \text{ tonnes} \times 80\% \text{ acceptance} = 120 \text{ tonnes}$$

The producer must deliver 90 per cent of the amount accepted or 108 tonnes (120 tonnes \times 90% = 108 tonnes), to avoid damages.

If the producer does not deliver 90 per cent of the accepted tonnes (delivers only 98 tonnes), liquidated damages will be assessed on the balance. (108 tonnes – 98 tonnes = 10 tonnes)

The amount and grade of the seed sold, along with the authorized seed certification number must be submitted to the CWB, Farmer Operations before July 31, 2007 to be applied against their delivery contract.

To avoid liquidated damages, seed growers should submit receipts as soon as they know what they have sold for seed.

Liquidated damages on SBSDC

Liquidated damages may be assessed at the request of the selector if producers are in default on their SBSDC.

Upon notice by the selector, the CWB will send a letter to the delivery contract holder during the crop year in which the default occurred, advising that the contract is in default and that liquidated damages may be assessed.

Selectors will receive a share of the liquidated damages in the 2006-07 crop year to cover their costs of delivery contract default. The minimum rate is \$6.00 per tonne and the maximum is \$25.00 per tonne.

Pricing damages on Producer Payment Options (PPO)

Producers who complete a PPO contract are expected to deliver **100 per cent** of their contract. A delivery contract must be completed for the grain committed towards a PPO contract. If the producer delivers less than 100 per cent of their PPO contract, they will be assessed pricing damages on the shortfall. Pricing damages are assessed at the end of the crop year, or at the end of the pool period for feed barley.

CWB payments

Churchill Freight Advantage Rebate (CFAR)

CFAR payments are a way of returning the market-sustainable freight advantage to producers in the Churchill catchment area. They reflect the limited shipping season and the limited number of grades that move through the Port of Churchill.

- CFAR payments cover grades of Nos. 1, 2 and 3 CW Red Spring Wheat (including toughs and damp). Only those deliveries during the 2006-07 crop year to delivery points within the Churchill catchment area are eligible for the rebate.
- The rebate does not apply to all tonnes delivered by the producer. Producers are paid a per-tonne rebate on a percentage of the quantity of eligible grades/classes delivered. The rate per tonne varies for each delivery point, based on the delivery point's distance to port.
- Producers can defer their CFAR payment cheque by returning it to the CWB, c/o the Payment Department, and advising us of their desired deferral date.

Deductions for wheat, durum and barley research

Grain research is essential to maintain Canada's competitive edge in the marketplace. The Western Grains Research Foundation (WGRF) is the producer-member organization that administers the optional deduction from producer deliveries to fund wheat, durum and barley breeding research.

The levies for wheat, durum and barley are applied to the producer's full and last payment from the CWB. Barley in Alberta is exempt since the provincial commission has a check-off program in place.

Producers can choose not to participate by providing written notification to WGRF. Notification must include full name, CWB producer identification number, crop year, and full address. Producers will receive an opt-out confirmation letter within 30 days of providing their notice.

Direct deposit

Producers or interested parties who appear on a delivery permit can have CWB payments deposited automatically into their account at any financial institution by completing a *Direct Deposit Request*. Forms are available on the CWB Web site at www.cwb.ca, as well as on Fax on Demand at 1-800-275-4292.

Features of direct deposit

- Direct deposit saves cheque printing costs and gets payment to producers faster than by mail.
- Producers are not restricted by regular banking hours.
- Direct deposit protects against lost cheques.

Producers who choose not to participate can mail or fax written notice to WGRF.

Notice must include full name, CWB producer identification number, crop year, and full address.

Western Grains Research
Foundation

214-111 Research Drive
Saskatoon, SK S7N 3R2
Phone: 1-306-975-0060
Fax: 1-306-975-0316
www.westerngrains.ca

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- A statement detailing the deposit is sent to the producer.
 - Producers can defer payment by phoning 1-800-275-4292 before processing deadlines for the direct deposit.
 - For producers whose e-mail or fax number is on file with us, we will provide advance notice on deferral opportunities by e-mail, fax or by phone (for those who have only provided a phone number).

Malting barley protein payment

Malting barley protein payments were initiated in 2005-06 crop year. This program enables producers that grow two-row barley to receive a premium payment when barley is accepted and delivered as malting barley.

Contact your head office to confirm if you are one of the participating companies.

Value-added incentive program (VIP)

Producers who deliver their wheat and barley directly to eligible mills and malting plants in Western Canada will receive a premium of \$3 per tonne.

The CWB will pay producers for direct delivery twice per crop year (after December 31 and after July 31).

The CWB will automatically issue cheques for direct delivery premiums based on cash tickets submitted by mills and malting plants.

Eligible mills and malting plants

Manitoba

Prairie Flour Mills - Elie
IMC Canada Ltd. (formerly Dominion Malting) - Winnipeg

Saskatchewan

Robin Hood - Saskatoon
Prairie Malt Ltd. - Biggar
Dawn Foods - Saskatoon

Alberta

ADM Milling - Calgary
ADM Milling - Medicine Hat
Canada Malting Co. Ltd. - Calgary
Rahr Malting Canada Ltd. (formerly Westcan Malting) - Alix
Westglen Milling - Barrhead

British Columbia

Gambrinus Malting Corp. - Armstrong

Other information

Deliveries to purchase pedigreed wheat, durum or barley seed

The CWB values high quality grain and has a special delivery provision to help producers offset the costs of purchasing pedigreed wheat, durum and barley seed. The provision does not apply to the purchase of non-Board pedigreed seed. The requirements for the provision are outlined below.

1. The amount of grain that can be delivered cannot exceed the cost of the seed (including freight).
2. The grain must be delivered and sold in the same crop year that the seed was purchased.

Since new producers would not have grain to deliver from the previous year, they can contact the CWB, at 1-800-275-4292 to request authorization to deliver in the new crop year.

3. The producer does not require a Delivery Contract to make deliveries of wheat, durum and barley to offset the purchase of pedigreed wheat, durum and barley seed.
 - Record the deliveries on page 26 of the delivery permit book, titled *Deliveries to Purchase Pedigreed Wheat, Durum and Barley Seed*.
 - Use the Call Designation specifically for deliveries to purchase seed when reporting the deliveries. See page 36 of the delivery permit book for *2006-07 Codes to use when producers deliver*.
 - Attach the producer's copy of the *Seed Purchase Declaration* to page 26 of the delivery permit book.
4. If the wheat, durum or barley was already offered under a CWB Delivery Contract, the producer can deliver the grain up to the acceptance levels, regardless of existing delivery calls.
 - Record the delivery on the *CWB contract program* pages in the delivery permit book.
 - Record the *Seed Purchase Declaration* number in the *comments* box.
 - Use the most recent contract Call Designation for the grain and grade being delivered when reporting the deliveries.

If the acceptance level has not been established, the producer can cancel the delivery contract.

5. Deliveries of wheat, durum or barley can be used to purchase any wheat, durum or barley pedigreed seed. (e.g. a producer can deliver durum to purchase pedigreed barley seed.)
6. Cash advance repayments will not be deducted from deliveries to purchase seed.

Do not deduct cash advance refunds from deliveries to purchase pedigreed seed.

Calculating how much can be delivered

When determining the amount of grain that can be delivered to purchase pedigreed seed, the net value of the grain delivery **cannot** exceed the cost of the seed purchased (including freight).

Formula:

Cost of Seed ÷ Net Initial Payment of = Maximum tonnes eligible
the grain delivered for delivery

Example:

A producer has purchased \$7,000 of pedigreed wheat, durum or barley seed. The initial payment less freight, handling and elevation of the grain the producer delivers is \$140.

Deliverable amount based on cost of seed:

- | | |
|--|------------------------|
| a) The cost of the seed being purchased | \$7,000 |
| b) Initial payment for the grain being delivered, less freight and elevation (and any other charges or levies prescribed by law) | \$140 per tonne |
| c) Divide a) by b) to arrive at the maximum deliverable amount based on the cost of the seed in tonnes | 50 tonnes |

Delivery of screenings for wheat, durum and barley

Grain delivered to the elevator for custom cleaning or drying must be removed within two working days. Record the delivery and return of the grain on page 27 in the delivery permit book.

When the grain has been cleaned, producers can deliver, without a CWB delivery contract, up to 10 per cent of the gross weight of the grain before cleaning. If the screenings constitute more than 10 per cent of the gross weight of the grain, contact your local Farm Business Representative.

Deliveries are not subject to acceptance levels or delivery calls.

Instructions:

- Use the appropriate call designation to identify the screenings.
- Record the delivery on page 27 in the delivery permit book and print the word **screenings** in the comments column.
- Attach the producer's receipt showing the gross weight of the grain cleaned on page 27 in the delivery permit book.

Organic grain

Delivering organic grain to an agent of the CWB

When producers deliver to an agent of the CWB dealing in organic grain, the company will complete a CWB delivery contract on the producer's behalf at the time of delivery.

Selling organic grain to non-agents of the CWB

Producers can also sell their organic grain through a broker or directly to an end user/processor. To sell to the broker or processor and obtain an export or inter-provincial licence, the producer must complete an organic *Producer Direct Sales* (PDS) transaction, which can be arranged by calling the CWB directly. When conducting a PDS with the CWB, the producer will complete a *Producer Direct Sales Contract* that will automatically generate a delivery contract.

PDS price quotes are available by calling 1-800-275-4292 and ask for extension 3-1162.

Sales of organic grain can be made at any time during the crop year without regard to CWB contract calls.

Delivering organic grain as conventional grain

Producers who wish to deliver their Organic Grain as conventional grain, should sign Delivery Contracts prior to the contract series deadline dates.

If producers choose to hold over the grain to the next crop year, they should contact their Farm Business Representative to cancel the contract by July 31, 2007.

Donating grain to charitable organizations

Producers may donate any quantity and grade of wheat, durum or barley to charitable organizations, without regard to CWB delivery calls.

Charitable organizations must be registered with the Canada Revenue Agency and must apply to the CWB for authorization to have grain donated for their project. In addition, they must arrange with grain companies for acceptance of grain donations at the company's elevators.

Criteria for grain delivered for donation purposes:

- must be in storable condition
- is subject to elevator space availability
- is exempt from CWB delivery authorizations
- requires permit book entries
- is not subject to deductions for advance payments
- is not included in the CWB pool accounts and is therefore not eligible for any future CWB adjustment, interim or final payments

Growing Projects – grain donations to the Canadian Foodgrains Bank

Growing Projects, consisting of several producers in a community, are established to assist the Canadian Foodgrains Bank (CFGB). These projects may donate any quantity of wheat, durum and barley to the CFGB.

Deliveries by the growing project to country elevators are made without regard to CWB delivery authorizations.

Usually, all expenses for producing the grain are donated. Growing Projects may deliver to the account of the CWB if there are expenses that are not covered by donations – call the CWB at 1-800-275-4292 for more information.

Producer cars

The *Canada Grain Act* provides for producers to have access to rail cars for individual loading and shipping.

The CWB administers producer cars. Producers who wish to use a CWB-administered producer car can contact the CWB at 1-800-275-4292 or their local Farm Business Representative. Forms and details are also available on the CWB Web site at www.cwb.ca.

Gristing - personal use or donations

Producers can mill 1.360 tonnes (approx. 50 bushels) of wheat at a grist mill for family use or as a donation to a recognized food bank.

The mill operator will record the delivery on page 28 of the delivery permit book.

In the case of a multi-member farming unit, each participant can deliver up to the maximum of 1.360 tonnes. The actual producer must complete the *Multi-Member Farm Declaration* on page 28 of the delivery permit book.

Producers do not need a delivery contract or a delivery call and do not receive cash tickets.

2006-07 call designations

Please use these call designations
when recording and reporting deliveries

2006-07 delivery contracts

Contract code	Contract program	Series A	Series B	Series C
CW Red Spring Wheat (CWRS)				
E1	1 CWRS 13.5 and higher	E11-E19	E21-E29	E31-E39
E5	1 CWRS 13.4 and lower	E51-E59	E61-E69	E71-E79
F1	2 CWRS 13.5 and higher	F11-F19	F21-F29	F31-F39
F5	2 CWRS 13.4 and lower	F51-F59	F61-F69	F71-F79
G1	3 CWRS	G11-G19	G21-G29	G31-G39
G5	4 CWRS	G51-G59	G61-G69	G71-G79
Canada Prairie Spring Red Wheat (CPSR)				
H1	1 & 2 CPSR	H11-H19	H21-H29	H31-H39
Canada Prairie Spring White Wheat (CPSW)				
I1	1 & 2 CPSW	I11-I19	I21-I29	I31-I39
CW Extra Strong Red Spring Wheat (CWES)				
J1	1 & 2 CWES 12.5 and higher	J11-J19	J21-J29	J31-J39
J5	1 & 2 CWES 12.4 and lower	J51-J59	J61-J69	J71-J79
CW Red Winter Wheat (CWRW)				
K1	1 & 2 CWRW 11.5 and higher	K11-K19	K21-K29	K31-K39
K5	1 & 2 CWRW	K51-K59	K61-K69	K71-K79
CW Soft White Spring Wheat (CWSWS)				
L1	1 & 2 CWSWS Select 9.9 and lower	L11-L19	L21-L29	L31-L39
L5	1 & 2 CWSWS	L51-L59	L61-L69	L71-L79
M1	3 CWSWS	M11-M19	M21-M29	M31-M39
CW Hard White Spring (CWHWS)				
O7	4 CWHWS	O71-O75	O76-O80	O81-O85
Mixed Grain CW Wheat				
P1	Mixed Grain CW Wheat	P11-P19	P21-P29	P31-P39
CW Amber Durum Wheat (CWAD)				
Q1	1 CWAD 13.0 and higher	Q11-Q19	Q21-Q29	N/A
Q5	1 CWAD 12.9 and lower	Q51-Q59	Q61-Q69	N/A
R1	2 CWAD 13.0 and higher	R11-R19	R21-R29	N/A
R5	2 CWAD 12.9 and lower	R51-R59	R61-R69	N/A
S1	3 CWAD	S11-S19	S21-S29	N/A
Selected Barley Storage and Delivery Contracts			V99	

Identity Preserved Contract Program

Contract code	Contract program	Series A	Series B	Series C
Wheat				
H8	1 & 2 CPSR (5701PR)11.5 and higher	H88	N/A	N/A
K8	1 & 2 CWRW Select 11.5 and higher	K88	N/A	N/A
O1	1, & 2 CWHWS 13.0 and higher	O11-O15	O16-O20	O21-O25
O3	1 & 2 CWHWS 12.9 and lower	O31-O35	O36-O40	O41-O45
O5	3 CWHWS	O51-O55	O56-O60	O61-O65
Durum				
Q8	1 & 2 AC Navigator	Q88	Q98	N/A
R8	1, 2 & 3 AC Strongfield	R88	N/A	N/A
R9	1, 2 3 & 4 AC Commander	R98	N/A	N/A

Grain	Screening deliveries	Deliveries for seed purchase
Canada Western Red Spring Wheat (CWRS)	E06	E09
Canada Prairie Spring Red Wheat (CPS Red)	H06	H09
Canada Prairie Spring White Wheat (CPS White)	I06	I09
Canada Western Extra Strong Wheat (CWES)	J06	J09
Canada Western Red Winter Wheat (CWRW)	K06	K09
Canada Western Soft White Spring Wheat (CW SWS)	L06	L09
Canada Western Feed Wheat (CW Feed)	N06	N09
Canada Western Amber Durum Wheat (CWAD)	Q06	Q09
Canada Western Barley (CW Barley)	T06	T09

Glossary of terms

45-tonne minimum delivery provision – when the CWB issues the first delivery call of a series (A,B or C), the producer can deliver (without exceeding the contract amount) either the quantity of the grain & grades called or 45 tonnes per class of the grain called, whichever is greater. A one-time, additional 45-tonne minimum delivery provision, per grain, applies for producers using producer cars.

Business entity – one or more individuals carrying on business as a corporation, partnership, cooperative or under a trade name.

Call designation – each delivery contract program has a specific delivery contract code and range of call designations for each series (A, B or C). Each separate delivery contract call is assigned its own call designation.

Certified seed – seed produced from foundation or registered seed; pure and true to type.

Class of wheat – a way to designate a specific type of wheat based on agronomic, end-use, physical and physiological characteristics. Under the general category of wheat, several classes are identified by specific quality characteristics, for example Canada Western Red Spring (CWRS). Under each class are several grades, i.e. No. 1 CWRS 13.5%, etc.

Contract call – delivery calls that are made for all or part of the accepted delivery contract amount.

Custom operator – person(s) hired and paid cash by the actual producer to assist in the production and harvest of grain grown on the land(s) described in the actual producer's delivery permit book.

Delivery contract – an offer from a producer that becomes a binding contract when accepted by the CWB. It specifies the type, grade and quantity of grain the producer wants to deliver.

Delivery period – selectors, whenever possible, will provide the producer with a binding delivery period for their selected barley. Requires the selector to call the barley for delivery within 21 days of the expiry of the period.

Initial payment – a payment issued, by an elevator (grain company) on behalf of the CWB, to a producer for a grain delivery, specific to the class and grade of grain delivered.

Interested party – landlords, vendors or mortgagees who are not actually engaged in the production of the crop but who share in the proceeds of grain sales.

Interim Registered variety – an interim registration gives a variety of grain all the rights and privileges of full registration under the *Canada Seeds Act and Regulations*, but only for a specified period of time.

IVR – an abbreviation for Interactive Voice Response – an automated telephone system used to access cash advance balances 24 hours a day.

Joint producers – two or more people who are jointly engaged in the production of grain or who are jointly responsible for the farming operation.

Landlord – someone who rents land to an actual producer under a crop-share agreement. People with cash rental agreements are not entitled to a share of the grain grown on the land and their names should not appear on the delivery permit as a landlord.

Liquidated damages (performance clause) – a contract performance clause whereby producers are expected to deliver at least 90 per cent of the accepted amount of grain. Failure to do so results in liquidated damages being assessed on the shortfall.

Malting barley – see selected barley.

Misgrade – the grade of grain being delivered is a different grade or protein level than the original delivery contract.

Mortgagees – someone who lends money to a landowner and acquires a charge (mortgage) on the land as security for the loan with a share of the crop as part of the repayment terms.

Non registered variety – a variety of grain that is not registered for commercial production in Canada under the *Canada Seeds Act and Regulations*.

Off-board wheat & barley – wheat and barley that is marketed into the domestic market, outside of the CWB.

Organic grains – grains grown in compliance with Canadian National Organic Standards and certified organic by an accredited certification agency.

Partnership – business enterprise where the partners agree to share profits.

Pedigreed seed – genetically pure and true to type, which means that all the benefits developed by the plant breeder in a specific variety are present in the seed.

PIN (Personal Identification Number) – “PIN” is the confidential, four-digit Personal Identification Number assigned to the producer by the CWB. It acts as the producer’s electronic signature, allowing producers to perform telephone transactions with the CWB.

Producer cars – rail cars made available to producers for individual loading and shipping.

Rollover contract – the portion of grain not accepted on a delivery contract by the CWB, which is rolled into the following series (i.e. B or C).

Selected barley (malting barley) – barley that is selected for malting, based on the requirements and specifications of the selector.

Selector – a person who has, with consent of the CWB, performed the process of selecting barley for malting purposes.

Storage payment – storage payments are made by the CWB to producers for their on-farm stored selected barley, and Identity Preserved Contract Program varieties.

Variety – a type or variety of grain within a class of grains (eg 5701PR variety within the CPSR class); usually registered for commercial production in Canada under the *Canada Seeds Act and Regulations*.

Vendor – someone who sells land to an actual producer and who, under the terms of the sale, receives a share of the crop grown on that land.

Index

45-tonne minimum provision – **26-29, 30**
actual producer – **10, 11, 12**
amendment to land/seeded acreage form – **15**
application, delivery permit – **10-19**
barley: contracts – **21-32**
 selected – **37-42**
 select hulless – **42**
calls: contract – **24-32**
 terminated – **29**
call designation:
 contract – **20**
 cleanout delivery – **19, 45**
 seed purchases – **18, 45, 46, 47**
 special authorization – **19, 20**
 special permit – **19, 20**
cash advances – **49, 50**
delivery: contract programs and codes – **20**
 contracts – **21-32**
 how to record – **17, 18, 28**
delivery contract:
 acceptance – **27**
 call – **24, 25, 27**
 call designations – **20**
 cancelling:
 delivery contract – **27**
 rollover contract – **26**
 how to change – **23-25**
 how to complete – **21, 22**
 deliveries – **26-29**
 decrease – **25**
 increase – **23, 24**
 rollover – **26**
 sign-up deadline dates – **6, 21**
delivery of screenings – XX
delivery period – **26, 27, 33, 34, 39, 40**

delivery permit: **10-19**
 application – **10-14**
 applying for new – **10-13**
 changing land/seeded acres – **16**
 completing – **11-13**
 how to renew – **13, 14**
 lost or damaged – **15**
 special permits – **11, 19**
 status of permit book holders – **13-14**
delivery provision for producer cars – **32**
direct deposit – **48**
donated grain – **47**
estates – **9, 14, 17**
farm business representatives – **5**
gristing – **45**
identification number – **11**
identity preserved contract programs (IPCP) – **33-36**
information security policy – **5**
interested party – **10, 11**
IVR (Interactive Voice Response) – **5, 50**
joint producer – **9, 10**
landlord – **9**
liquidated damages – **42-43**
malting barley – **see selected barley**
minors on delivery permit application – **10**
misgrades – **26**
mortgagee – **11**
new producers – **10, 12**
no longer farming – **19**
non-board grains – **17**
non-registered varieties – **19**
non-resident – **12, 14**
off-Board wheat and barley – **17, 50**
organic grain – **48**

partnership – **9**
pedigreed seed – **33-36**
power of attorney – **9**
producer – **9-19**
producer cars – **32, 44**
reporting PPO deliveries – XX
rollover, contract – **26**
seed purchase declaration – **46, 47**
selected barley:
 contracts – **37-41**
 delivery period – **39, 40**
 storage payment – **40, 41**
 liquidated damages – **43**
 offer – **37, 39**
 rejected – **41, 42**
signature examples – **9**
sign-up deadline dates, delivery contract – **21**
storage payment (IPCP) – **35**
terms and conditions:
 delivery contracts, **Web site or handout**
@ **elevator**
 selected barley contracts,
 reverse of Selected Barley Storage
and
 Delivery Contract
Value-added Incentive Program – **4, 43**
vendor – **11**
Western Grains Research Foundation – **48**
wheat & barley cleanout – **see delivery of screenings**