Corporations, partnerships (includes joint producers), cooperatives or other business enterprises (affected by the Related Producers' Provision)

Forms required

Fall Application form Additional Priority Agreement form(s) – if required Declaration and Guarantee form Related Producers' Declaration form(s) Participants' Calculation Worksheet form

Corporations, partnerships, cooperatives or other business enterprises must have their application and *Declaration and Guarantee* (D & G) form approved by the CWB before receiving a cash advance.

The maximum a corporation, partnership (include joint producers), cooperative or other business enterprise can receive is \$250,000 with the first \$50,000 interest free. This includes any amount transferred from the 2005-06 *AMPA* program where default has been stayed.

Pre-approval

Corporations, partnerships (includes joint producers), cooperatives or other business enterprises can apply for pre-approval of their 2006-07 D & G form. Once you have received an authorization letter from the CWB, the applicant can receive the first cash advance payment (Box D) when the *Advance Application* and other required forms have been completed.

Only one Continuing D & G form is required for each corporation, partnership (includes joint producers), cooperative or business enterprise for all advances applied for in the 2006-07 crop year and future crop years, under the farming operation, **provided the structure of the company and share holders, partners, members or owners does not change**.

Note: If changes are made to the corporation, partnership (includes joint producers), cooperative or other business enterprise after the first payment is issued, a new D & G form must be completed and approved before issuance of any additional payment. Farmers whose defaulted cash advances have been forwarded to AAFC for collection will be required to complete a new D & G form when they apply for their next advance. Contact the CWB prior to issuing an advance if unsure whether the D & G form is still valid.

Pre-approval process

- 1. Ensure that the applicant has a valid 2006-07 Delivery Permit Book.
- 2. Complete the D & G in full using the instructions on page 42-43.
 - Send the white copy to the CWB.
 - Give the green copy to the applicant.
 - Keep the yellow copy for your records. You will need it when you complete the advance application form.
- 3. The CWB reviews the D & G and sends a letter to you and to the applicant confirming that the D & G has been pre-approved. Keep this letter, as you will need it to complete the advance application.
- 4. When the applicant completes the application form, you can issue the first payment immediately.

When pre-approval has not been applied for

If the applicant completes the D & G form when applying for an advance,**submit only the CWB copies of all documents** to the CWB for approval before issuing a cash ticket (See pages 42-43 for instructions on completing this form).

Instructions for completing the *Advance Application*

Have applicants read page one of the advance application. Advise applicants that by signing the application, they are agreeing to the terms and conditions outlined in these documents.

Complete the applicant and delivery point information section of the form.

- Enter the *Declaration and Guarantee* form number.
- Enter your station fax number to receive faxes of documents for corrections and authorization where a second payment is requested.
- If a company participant does not appear in any other permit book and does not have a producer ID number, we will issue one. When completing the D & G form, leave the space for the participant's producer ID number blank. This number will be provided in the advance approval letter.

(Program runs from September 1/06 to August 31/07. App	or sooner.) 567890	
TO THE ELEVATOR MANAGER: before this applicatio "Applicant's eligibility" in the 2006-07 AMPA advance p	n is completed, ensure that yo payments for wheat, durum and i	u and the applicant read and understand barley country elevator guide.
Do not issue a cash ticket(s) to a corporation, partner business under a business name, or a colony, until th Declaration and Guarantee or Guarantee for Colonies f	e application has been verifie), cooperative or individual(s) conducting d or you have received pre-approval of the
Applicant Information This form must be complet	ted in ink	
Applicant's Last Name First Name Middle Name	Applicant's CWB Identification Number 0,0,000 1, 2, 3, 4, 9	Day Month Year
Applicant's Address BB1	Permit Number 0 010001 23 49	Company/Delivery Point Code
SOMEDLACE, SK SOK 020 IS 02 1 SS Applicant's Telephone No. Applicant's Fax No.	Reference Number	Station Name any station
Applicant's Telephone No. Applicant's Fax No. (300 345-6789 (306) 345-6788	Declaration and Guarantee/Guarantee No.	Station Telephone No. Station Fax No.

For the section regarding related producers, the applicant is affected by the Related Producers' Provision and should check the "YES" box. The applicant requires a *Related Producers' Declaration* form.

ALL APPLICANTS MUST COMPLETE THIS SECTION by answering "Yes" or "No"

Complete the following questions by answering "yes" or "no". Answer "yes" if either statement (or both) is true. If you answer "yes", complete the *Related Producers*' *Declaration* form and attach it to this advance application.

Do you appear in other CWB delivery permit books as an individual or as a member of a corporation, cooperative, partnership, or other business enterprise?

Do you share the reporting of income or losses from this or any other farming operation with anyone else for the purposes of the *Income Tax Act* (Canada)?

Eligible amount

- 1. Enter the applicant's total tonnage in storage on the farm including carryover stocks and current crop year production in column i.
 - Only include the applicant's stocks of grain.
 - For selected barley, include only outstanding tonnage under a *Selected Barley Storage and Delivery Contract* that has been accepted by a selector. Include the contract numbers in the boxes provided. A CWB letter confirming acceptance must have been received.

Yes 🗸

No

- 2. Record tonnages to be used for seed, fed on farm and deliveries to purchase seed in column ii.
- 3. Calculate the tonnage eligible for delivery to the CWB, column iii, by subtracting column ii from column i.
- 4. Multiply column iii by the rate per tonne, column iv, to complete the eligible amount column v.
- 5. Add the eligible amounts for each grain together and record the total under 1(e).

Record the amount of the applicant's unpaid balance of previous 2006-07 wheat, durum and barley advances received under ESCAP or SCAP through this permit book in 1(f).

- 6. Record the amount of the applicant's previous unpaid advances for wheat, durum and barley applied for or received under this delivery permit book through 2006-07 AMPA in 1(g). Include the amounts being transferred with this application from the 2005-06 *AMPA* program where default has been stayed.
- 7. Enter the result in Box (A) Total Eligible Amount.

		i Applicant's Total	ii Grain Not Eligible For An Advance Payment	iii Tonnage Eligible for	Maximum Advance	Payment Based On Inventory				
	Grain	Farm Stored Grain (under this permit book)	Grain To Be Used For Seed, Fed on Farm, or Delivered for Seed Purchases		iv Rate Per Tonne	V Eligible Amount (Column iii multiplied by Column iv)				
a)	Wheat	320		320	\$ 80.00	\$ 2 5 600				
b)	Durum			1 1 1 1	\$ 75.00	\$				
c)	Barley	850	10. 11. 17. Y	850	\$ 35.00	\$ 29750				
	Sel Bly	1 1 1 1 1	Accepted selected barley contract numbers must be indicated below.		\$ 60.00	S				
		epted selected	must have been received. accepted by a selector under							
e)			d on inventory (add a, b, c	and d of column v)		55,350				
f)	Applicant		ous 2006-07 wheat and bar			0				
g)	or receive	Applicant's unpaid balance (including interest) of previous 2006-07 wheat and barley advances applied for or received under this permit book through AMPA (include unpaid balance of amounts previously transferred from the 2005-06 AMPA program where default has been stayed).								
	THE OTHER DESIGNATION OF THE OTHER OF THE OTHER DESIGNATION OF THE OTHER DESIGNATION OF THE OTHER OF THE	and some program	the second crist second any c	where a second s		55,350				

Maximum advance

Important: The amounts of previous advances in 2(b) and 2(c) must be previous advances issued to the company. Do not include advances issued or attributed to company participants under other permit books.

- Calculate the maximum cash advance by subtracting the total of 2(b) and 2(c) from 2(a).
- Enter the amount in Box (B) Maximum Cash Advance.
- In 2 (b), include the amount transferred or being transferred with this application from the 2005-06 AMPA program where default has been stayed.

_	Maximum Advance If you are an individual affected by the Related Producers' Provision, please complete a Related Producers' Declaration re completing the rest of this form. Companies must complete paragraph 2 before filling out the Related Producers' Declaration.	
a)	Maximum 2006-07 advance under AMPA	\$250,000
0.5200	Applicant's total previous 2006-07 wheat and barley advances through AMPA and amount previously transferred or being transferred with this application from the 2005-06 AMPA program where default has been stayed (include amounts applied for, issued or transferred under this and all other permit books)	
	Applicant's total previous advances applied for or received under AMPA through all appearances from all other organizations on all other crops	
d)	Subtract (b) + (c) from (a) and enter the total in box B Maximum Cash Advance	250,000 B

Complete paragraph 2 and skip to paragraph 4, *Advance Payment* if the applicant does not have a pre-approved *Declaration and Guarantee*.

Complete the *Related Producers' Declaration* up to "Current Advance attributed or applied for in this application". See pages 38-39 for instructions on how to complete a *Related Producers' Declaration*.

- Each company participant must complete a separate *Related Producers' Declaration* form listing all permit book appearances and previous advances and those of all related producers.
- If applicants had a previous cash advance in 2006-07, they should produce the previous *Related Producers' Declaration* to assist you in completing information regarding previous advances.

Complete the *Participants' Calculation Worksheet* to assist you in determining the amount of the cash advance payment. See instructions on how to complete this form on pages 52-53.

Elevator issuance limitation

Do not complete this section if the application requires CWB approval before a cash ticket can be issued. However, have the applicant answer the irrigation form question. If the applicant has irrigated wheat, durum and/or barley, check the "YES" box and complete an *Application For Irrigation Rate* form (see page 28).

- For applicants without irrigated acres, record all seeded acres that appear in Box (N) of the applicant's *2006-07 Delivery Permit Book* in the space provided in 3(a).
- Multiply the total seeded acres by the seeded acre rate (\$60.00) and enter the result in 3(a). For applicants who are applying for the irrigated rate, transfer the amount from the *Application For Irrigation Rate* form (Total (C+D+E)) to Box 3(a) on the application form.
- List the tonnes of wheat, durum, barley and selected barley that have been delivered, sold or used on the farm by anyone named in the delivery permit book. Multiply each by the rate and enter the results in the spaces provided. When determining the number of tonnes delivered, do not include storage deliveries from a previous crop year settled this crop year. Add the amounts for 3(b) through to 3(e) and enter the total in 3(f).
- In 3(g), list the total 2006-07 wheat and barley advances outstanding through this permit book through *AMPA*, *ESCAP*, or *SCAP* by anyone named in this delivery permit book (include outstanding amounts under AMPA, SCAP or ESCAP).
- Subtract 3(f) and 3(g) from 3(a) and enter the result in Box (C)
 Elevator Issuance Limitation.

I have completed the Seeded Acres (fro a) Wheat + Durum	e CWB for approval be Application For Irrig vn box N of applica + Barley =	fore issuance of a ation Rate for nt's 2006-07 l	a cash ticket, do not complete this section of the application form. n for grain produced under irrigation Yes No 🗸	61,020
b) Wheat c) Durum d) Barley e) Sel. Bly	tonnes x tonnes x tonnes x tonnes x	\$ 80.00 = \$ 75.00 = \$ 35.00 = \$ 60.00 =	\$ \$ \$	0
or E SCAP or SCA	006-07 wheat an P) under this perm	d barley adv hit book by ar	TOTAL ances (include amounts outstanding under AMPA iyone named in this permit book	۵ (۵۱٫۵۲۵ C

Deduct for grain delivered, sold or used on farm in the 2006-07 crop year.

How to complete a Participants' Calculation Worksheet

For the purposes of this form, each shareholder, partner or member is referred to as a "participant". This form determines the amount the company can receive, based on previous advances applied for

or attributed to company participants and the financial interest each participant has in the company.

- 1. Enter the applicant's CWB ID number.
- 2. Enter the 6-digit *AMPA Advance Application number,* imprinted in the box on the top-centre of the fall advance application form.
- 3. Enter the full name of each participant in the spaces provided.

No previous advances

If no previous advances have been applied for by or attributed to any company participants (including any advances transferred from the 2005-06 *AMPA* program where default has been stayed), you may proceed to Part II - Applicant Maximum, and enter \$250,000 in Box 4 and \$50,000 in Boxes 8 and 10.

Part I - Participant Maximums

This section determines each participant's maximum, based on previous advances applied for or attributed, and their financial interest in the company.

Maximum advance

- 4. Enter the total amount of *AMPA* advances previously applied for by or attributed to the participant from line 5 of the *Related Producers' Declaration.*
- Subtract previous advances from the participant's maximum of \$250,000 and enter the balance on line A.
- Enter the per cent interest the participant has in the company.
- 7. Multiply \$250,000 by the participant's per cent interest in the company and enter the result on line B.
- 8. Enter the lesser of line A or line B in Box 1.
- Divide Box 1 by the participant's per cent interest in the company. Enter the total in Box C.

This represents the maximum allowable advance for which the participant is eligible.

AMPA		
PARTICIPANTS' CALCULATION		vance Applicatio 2.
WORKSHEET	0000012349	567890
To be completed if the applicant is a corporation, partnership (includes partners or members are referred to as "Participants". If no previous ad where default has been staywood have been applied for or attributed to Refer to the AMPA advance payments country elevator guide if there a PART I - Participant Maximum	ivances (including those transferred or being transferr any "Participants", enter \$250,000 in Box 4 and \$50,0 are more than three participants.	ed from 2005-06 AMPA
Maximum Advance	Interest-Free Benefit	
Participant 1 PRODUCER B 3	-	
Maximum Eligible Amount \$250,000	Maximum Eligible Amount Subtract previous advances	\$50,000
Subtract previous advances (#5 from Related Producers' Declaration) \$ 4	(#6 from Related Producers' Declaration)	s 0 🕕
Balance Remaining \$2.50000A	5 Balance Remaining	50,000 11
\$250.000 X _ SO_ 6 nerest in company) \$12 SOOOB Box 1	\$50,000 X_SO_(% interest in company) Box 5	\$2.51000 B
Lasser of A or B	Lesser of A or B	
125,000 3 50 2 50,000 9		50,000
Participant 2 PRODUCER C		
Maximum Eligible Amount \$250,000	Maximum Eligible Amount	\$50,000
Subtract previous advances (#5 from Related Producers' Declaration) \$	Subtract previous advances (#6 from Related Producers' Declaration)	\$
Balance Remaining \$2.50000A	Balance Remaining	50,00 A
\$250,000 X SO (% interest in company) \$12 5000 B	\$50,000 X SO (% interest in company)	25,000B
Box 2 [Lesser of A or B] . To interest in company]	Box 6 Lesser of A or B	
125,000 + 50 - 250,000	25,000 + 50	- 50,000 G
Participant 3		
Full Name	71	
Maximum Eligible Amount \$250,000 Subtract previous advances	Maximum Eligible Amount Subtract previous advances	\$50,000
(#5 from Related Producers' Declaration) \$	(#6 from Related Producers' Declaration)	s
Balance Remaining \$A \$250.000 X (% interest in company) \$ B	Balance Remaining \$50,000 X (% interest in company)	\$A \$B
\$250,000 X (% interest in company) \$ B Box 3	S50,000 X (% interest in company) Box 7	эв
Leaser of A or B + In interest in company =	Lesser of A or B + h interest in company	- H
PART II - Applicant Maximum		
	 In the second sec	414
Lesser of Box C, D or E	Lesser of Box F, G or H	50,000 Box 8
Lesser of Box C, D or E 250000 Box 4 PART III - Participants' Amount Applied for	Per cent (%) Total	
Lesser of Box C, D or E	Per cent (%) Total trom Interest in Company Attributed	501000 Box 8
Lesser of Box C, D or E Z_SOOOD Box 4 PART III - Participants' Amount Applied for Cannot exceed A or B	Per cent (%) Total trom Interest in Company Attributed	50,000 Box 8
Lesser of Box C, D or E Z.50000 Box 4 PART III - Participants' Amount Applied for Attribution Adv. App. or Box 4 abor	trom Interest in Company Attributed (must equal 100%) Amount *	
Lesser of Box C, D or E PART III - Participants' Attribution Participant 1 Participant 2 Participant 3 Conserved A and Adv. App. or Box 4 abor Participant 2 Participant 3 Conserved A and Adv. App. Adv. Adv. App. Adv. Adv. App. Adv. Adv. Adv. Adv. Adv. Adv. Adv. Adv	Trons Information Informatio Information Information Information Information Information I	60,000 Box 8
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Lesser of Box C, D or E PART III - Participants' Attribution Attribution Participant 1 Participant 2 Box 9 Participant 3 Company's tail interest-free benefit previously applied for module and any organise	Per cent (%) inversit in Company (must equal 100%) Total Attributed Amount X SO 6 % 5 2.5 100 X SO 6 % 5 2.5 100 X SO 6 % 5 2.5 100 X % - 5 - Iline 7 of their Related Producers' Declaration - - -	00 (B) must equal Box 9
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Lesser of Box C, D or E PART III - Participants' Attribution Attribution Attribution Adv. App. or Box 4 or B Adv. App. or Box 4 or Box 5 O 0 0 0 Company's stall interest-free S50,000 O Company's stall interest-free Company's stall i	Per cent (%) tream We est in Company (must equal 100%) X	Trount
Lesser of Box C, D or E Lesser of Box C, D or E PART III - Participants' Attribution Add, App. or Box 4 alon Participant 1 Participant 2 Participant 3 Transfer the total attributable amount for each Participant to Maximum Interest-Free S50,000 Corpany's tat interest-tree S50,000 Corpany's tat interest-tree Corpany's tat interest-tree S50,000 Participant 1 Description Corpany's tat interest-tree S50,000 Participant 1 Corpany's tat interest-tree S50,000 Participant 1 Corpany's tat interest-tree S50,000 Participant 1 Corpany's tat interest-tree Corpany's tat interes	Per cent (%) tream We est in Company (must equal 100%) X	Amount

Interest-free benefit

- 10. Enter the total amount of interest-free benefits previously applied for or attributed to the participant from line 6 of the *Related Producers' Declaration*.
- 11. Subtract previous interest-free advances from the participant's maximum of \$50,000 and enter the total on line A.
- 12. Multiply \$50,000 by the participant's percentage interest in the company and enter the result in line B.
- 13. Enter the lesser of line A or line B in Box 5.
- 14. Divide Box 5 by the participant's percentage interest in the company. Enter the total in Box F. This represents the maximum interest-free benefit for which the participant is eligible.

Repeat steps 3 through 14 for each participant. Use extra forms where necessary.

Part II - Applicant maximums

This section calculates the maximum amount the company is eligible to receive.

- 15. Enter the lesser of Box C, D or E in Box 4.
- 16. Enter the lesser of Box F, G or H in Box 8.

Part III - Participants' attribution

This section calculates each participant's share of the total advance and the interest-free portion.

- 17. In Box 9 enter the amount the company is applying for or Box 4, whichever is less. (Cannot exceed Box A or B on the advance application form).
- 18. Multiply the amount applied for by each participant's interest in the company. Enter the result under "total attributed amount" (lines 1, 2, 3).
- 19. Subtract the total interest-free benefit(s) the company has previously applied for or received on all crops from \$50,000. Enter the amount remaining in Box 10.
- 20. In Box 11, enter the company's interest-free benefit, which is the lesser of Box 8, Box 9 or Box 10. Multiply the interest-free benefit by each participant's interest in the company. Enter the result under "Total Interest-free Attributed Amount" lines 1, 2, 3.

Transfer each participant's total attributable amount to line 7 of their *Related Producers' Declaration*. Transfer each participant's interest-free attributable amount to line 8 of their *Related Producers' Declaration*.

Complete lines 9 and 10 of each *Related Producers' Declaration*. Also see the examples on pages 54-55 of the two completed *Related Producers' Declaration* forms showing the individual's total advance and total interest-free amount attributed to date.

Five or more participants

- For more than three participants, use additional Participants' Calculation Worksheet forms.
- Follow the instructions for Part I as outlined above for each form required.
- For Part II, Box 5, choose the lesser of all boxes labeled C, D or E on all forms.
- For Part II, Box 8, choose the lesser of all boxes labled F, G or H on all forms.
- For Part III, complete the remainder of each form as outlined above.

Example – BC Corporation is applying for a \$50,000.00 cash advance

Producer B and Producer C must each complete *Related Producers' Declaration* forms.

	vervious advances applied f Name of individual applican (do not indicate company PLOC		Duritry elevator guide for assistance in completing this document. Individual Participants CWB Identification Namber Advance Application No. (* enable)								
	Advance applicant's name (If different than above)					Identification Num erent than abov	11 12 13 141	9			
в	Indicate ALL permit be interests of the individ (Participants should not list)	dual applicant/participa	int.	PREVIOUS outstanding been stays	balance	AMPA ADVANCES (at the time of transf	APPLIED FOR, RECEIVE in) of any 2005-06 AMPA	D OR TRANS advances Mat	FERRED F have been	ROM 2005-08 AMP lare being bandene	A include the d where default has
	permit book appearances.)	mention of the second of by	ound .	W	rum and Barley		Other crops				
	Name	10-digit Producer ID number	% Interest	Applicatio date of previous	Type	Total amount attributed	Interest-free amount attributed	Application date of previous	Type (AMPA)	Total amount attributed	Interest-free amount attribut
	Producte B	000007891	100%	advance		. 0	< 0	advance	1 3	e :	s
	BC CORDORAtion	0000012349	0/		1	S	uso current	1	1	\$	\$
		CLULL LITTL				5	signal for in			s	\$
		THE REPORT OF				S	5		1	s	\$
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		THE FULL HERE				5	s		1 3	5	s
	* For applications by ind ** For applications by inde	ividuals, transfer this amou viduals, transfer this amou Previous Advances	unt to line int to line i		applica applicat	tion form.	1) <u>s O</u> (2)	Total Oth	free amo	^	(6)
C				Contacture Control of	and the second	orksheet now. A	Il applicants must co	omplete the	advance	application bef	ore completing
C	Note: If the applicant is a the remaining portion of	a company, complete the this form.	Participar	its' Calcul	atton w						
D			То	its' Galeul	-	\$000(7)		Interest	-free amo	unt <u>52500</u>	(8)

In part B:

- each Producer lists their own permit book appearances and advances, including those of any related producers.
- Producer B and Producer C do NOT list each other unless related by other permit book appearances.
- Producer B and Producer C both list BC Corporation up to the "% interest" column but DO NOT fill in the amount of the current advance applied for in this application.

	Name of individual applicant or participant: (do not indicate: sompany name) PLOOUCER C				olete this OPERAT ther busi ed produ elevator intivida of availa	form to apply for ION MUST COMP ness enterprise. Y icer. r guide for assis unruParticipant's C est	PLETE A SEPARATE REL tou must identify all fa tance in completing CWB identification Nur (0 (3) 4) 5 (ting Program ATED PROD rming oper this docur nber Adv	ms Act adv UCERS' DE rations tha	CLARATION. A pa It you are involve lication No.	rticipant is a share-
	(If different than above)				(If diff	ferent than abov	11 12 13 141	9			
B	Indicate ALL permit be interests of the individ (Participants should not list permit book appearances.)	lual applicant/participa	ant.	been stays	y balance sd	AMPA ADVANCES / (at the time of transfe arum and Barley	APPLIED FOR, RECEIVE Inj of any 2005-06 AMPA	D GR TRANS advances the	t have been	ROM 2005-06 AMR fare being transferre they crops	A include the d where default has
	penns ouwappearances;	10-digit		Applicatio		and an an and an	*****	Application		MIST.303982	
	Name	Producer ID number		date of previous	Type (AMPA)	Total amount attributed	Interest-free amount attributed		Type (AMPA)	Total amount attributed	Interest-free amount attribute
	Producer C	00 0003456		advance	E I	s O	s O	advance	1 3	s	\$
	Producer C	010000345			1	snotinel	uso cument		1	\$	\$
	BC CORPORAtion	0000012349	50%		- 11	Sance no	sied for in		-	\$	\$
		TELEVITIE	_		35	\$	5		-	s	5
			_			5	5		1 3	s	\$
		I.I.K.I.I.I.I.I.I				5	5		. 3	\$	\$
C	** For applications by indu	Previous Advances	unt to line int to line To	2(c) of the tal amount	e applica applica t <u>\$</u> (1 +)	tion form. (5) 3 above)			-free amo	unt <u>\$ 0</u> (2 * 4 abo	(6) ve)
	Note: If the applicant is a the remaining portion of		Participa	nts' Calcu	lation w	orksheet now. A	Il applicants must o	omplete th	e advance	application bet	ore completing
D		Current Advance attributed or applied for in this Application		ital amoun	t <u>525</u>	S10007)		Interest	t-free amo	unt 2500	XX(8)
E		Total Advances to date		stal dvances	(lin	e 5 + 7) nnot exceed \$25	0,000)	Total Interest	free	52.50 (line 6 + 8 (cannot e) xceed \$50,000)
	The applicant's copy must be	presented when applying fi	or future ad	hances.					-		
	the approache capp man of			CD	2	ducer			\bigcap	+. 15/	06

The *Related Producers' Declaration* form has a manager's copy. Elevator managers should retain this copy for future reference.

The advance payment

- Record the amount the applicant is requesting in box (D). Ensure that the applicant's request does not exceed the amounts in boxes (A) or (B) or Box 9, Part III of the *Participants' Calculation Worksheet*.
- Determine the amount you can issue as a first payment. If the Declaration and Guarantee has been pre-approved and you have received an authorization letter from the CWB, that amount cannot exceed the elevator issuance limitation Box (C) or \$50,000. The \$50,000 limit includes all previous advances that have been applied for or issued through the permit book by the applicant, including amounts transferred from the 2005-06 AMPA program where default has been stayed. Enter the amount in Box (E).
- Subtract the amount issued in the first payment Box (E) from the amount requested Box (D) and enter the remainder in Box (F).
- When verification is received from the CWB, issue the second payment for the approved amount Box (F).

 4. The Advance Payment a) Total advance applied for, must equal first and second payment (cannot exceed box A or B or, if applicable, Box 9 of the Participants' Calculation Worksheet) 	\$01000 D
b) FIRST PAYMENT paid by elevator manager at date of application (cannot exceed box C or \$50,000) For applications sent to CWB for approval before cash ticket issuance, INDICATE NIL in Box E	\$0,000 E
c) SECOND PAYMENT to be paid by elevator manager only after verification by CWB (box D subtract box E) If no second payment, INDICATE NIL in Box F.	0
If total cash advance requested (box. D) exceeds box C or \$50,000, CWB approval is required prior to issuing the second payment ca tion includes any previous AMPA advance payment(s) (including amounts transferred from 2005-06 AMPA) issued to the applicant the	

Amounts exceeding \$50,000

If the total applied for Box (D) on the advance application exceeds \$50,000:

- issue a cash ticket for the first payment of \$50,000 Box (E) (cannot exceed Box (C));
- send the application with the first payment cash ticket to the CWB through your head office;
- when verification is received from the CWB, issue the second payment for the approved amount Box (F).

Complete the remainder of the *Related Producers' Declaration* form(s).

Priority Agreement

The declaration section must be fully completed.

If the Declaration and

not been pre-approved,

payment in Box (E) and

Box (D) as the second payment Box (F).

indicate "NIL" as the first

show amount applied for

Guarantee form has

- 1. Once the application is completed to the end of paragraph 4, ask the applicant to list all applicable financial institutions and secured parties.
- 2. Instruct the applicant to have every financial institution and secured party complete a separate *Priority Agreement*.

Read about *Priority Agreement(s)* on pages 32-33.

Declaration

Have the applicant read and sign the *Declaration* section of the application form.

Please read "Signature Requirements" on pages 16-17.

Read the *Notice to Elevator Manager* on the application form. **Ensure all provisions have been met before sending the application to the CWB.**

The advance application form consists of three copies:

- Send the white copy to the CWB as indicated below.
- Keep the yellow copy for your records.
- Give the green copy to the applicant.

The CWB must verify the following applications before a cash ticket is issued:

- Requests for a second payment or subsequent advance (where the applicant has exceeded the \$50,000 or elevator issuance limits).
- Advances for corporations, partnerships (includes joint producers), cooperatives, or other business enterprises (unless they have a pre-approved *Declaration and Guarantee*).

If the applicant does not have a pre-approved *Declaration and Guarantee* form, the cash ticket cannot be issued until you receive approval from the CWB. **You must still endorse the permit book now.**

We will fax you a copy of the approval letter when it becomes available. The applicant will also receive a copy of this letter in the mail.

If applicable, issue the cash ticket. Please read "Issuing cash tickets" on page 18.

The package you are preparing for your head office should include the CWB's copies of:

- completed and signed Advance Application (white copy);
- completed and signed Priority Agreement(s);
- completed and signed Related Producers' Declaration(s);
- completed and signed Application for Irrigation Rate form (if applicable);
- completed and signed *Declaration and Guarantee* form (if not pre-approved);
- cash ticket (if the advance has been issued); and
- the CWB approval letter if this is the applicant's first advance and pre-approval was received.