

**AGRICULTURAL MARKETING PROGRAMS ACT (AMPA)
ADVANCE PAYMENTS PROGRAM
MONTHLY RECONCILIATION STATEMENT**

1. Month

Part A - Interest Claim - Instructions on the Back of the Page

The Administrator must complete this report by using the Lender's interest claim for advances & repayments on the over and under \$50,000 accounts. A copy of the Lender's under and over \$50,000 bank statement must be attached.

2. Name of Administrator:		Crop Year:	
	Under \$50,000	Over \$50,000	
	3. Reporting Month	4. Total to Date	3. Reporting Month
			4. Total to Date
Total Amount Advanced (debits on lender's statement)			
Advance Amount Remitted (credits on lender's statement)	-		-
5. Balance Outstanding	\$		\$

Note: If the final interest claim closing balance of the crop year is not at \$0.00, please complete Appendix "J" End of Crop Year report.

6. Total interest charged for the reporting month	\$
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Part B Cash Repayments (This is for under \$50,000 only)

A Cash Repayment is when a producer makes a repayment on the advance without a proof of sale that exceeds the greater of \$500.00 or 10% of the advance, the administrator must charge the producer interest as specified in the agreement from the date of the advance to the date of the repayment. Please complete the following information if you had any cash repayments to report since the beginning of the crop year.

	Reporting Month	Total to Date
7. Number of producers owing interest to AAFC due to Cash Repayment		
8. Total amount of Cash Repayments exceeding the limit (10% or \$500.00)		
9. Interest owing to AAFC due to Cash Repayments in excess of limit		
10. Interest paid to AAFC		
11. Balance due to AAFC for interest on Cash Repayments (9 - 10)		

Cheque Information

Note: The Administrator must return to AAFC interest collected from the producer (s) that is owing to AAFC for cash repayments. At the end of the crop year, please submit a cheque made payable to the "Receiver General of Canada".

Date of cheque:	Amount of cheque: \$	Cheque #
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12. I certify that this statement has been verified against the lender's statement. I have attached copies of the bank statement and have a record on file for verification purposes. Calculations showing in Part B Cash Repayment section have been made in accordance with paragraph 6 of AMPA's regulations.

Signature

Date

INSTRUCTIONS (PART A + B)

1. **Month:** Using the lender's statement, state the month the claim is for.
2. **Name of Administrator:** Indicate the name of the producer organization and the current crop year.
3. **Reporting Month:** Using the lender's statement, the total amount advanced can be found as debits which have cleared the accounts this reporting month. Using the lender's statement, the advance amount remitted (repaid) can be found as credits to the accounts. Please state the amounts for both the under and over \$50,000 accounts.
4. **Total to Date:** The total to date amount for the total amount advanced is the cumulative amount of the reporting month added to the "total to date" from the previous report. The total to date advance amount remitted (repaid) is the cumulative amount of the reporting month added to the "total to date" from the previous report.
5. **The Balance Outstanding:** The difference between the total amount advanced and the total advance remitted. The Balance outstanding should represent the closing balance on the lender's statement for the reporting month.
6. **The Total Interest Charged:** Using the lender's statement, indicate the total amount of interest charged by the lender in dollars for this reporting month. The administrator should include a calculation sheet that shows daily interest charges for the reporting month.

Part B

A cash repayment: is when a producer makes a repayment on the advance without a proof of sale that exceeds the greater of \$500.00 or 10% of his advance, the administrator must charge the producer interest as specified in the agreement from the date of the advance to the date of the repayment. Under the requirements of the Advance Payments Program (APP), a producer can only repay his advance as the crop is sold. Another example of cash repayment would be where a producer sells part of his crop and wants to repay his advance in full. Consequently, any repayments exceeding the calculations of the advance rate multiplied by the number of crop units sold must be considered as a cash repayment.

7. **Number of producers owing interest to AAFC:** Indicate the number of producers who owe interest to AAFC due to cash repayment in excess of the limit of 10% or \$500.00 for this reporting month. The total to date section is the reporting month section added to the total to date section from the last report.
8. **Total Amount of Cash Repayment:** Indicate the total amount of cash repayments that exceed the limit for this reporting month and for the total to date by cumulating this report month with the total to date from the last report.
9. **Interest Owing to AAFC:** As AAFC has already paid interest through the monthly interest claims any interest related to cash repayments must be sent to AAFC. The reporting month section interest is what was collected for the month being reported. The total to date section is the reporting month section added to the total to date section from the last report.
10. **Interest Paid to AAFC:** Under this section, please indicate how much interest has been repaid to AAFC for the reporting month. For the total to date, add this month interest paid to AAFC to the previous total to date section. Please ensure to make cheques payable to the "Receiver General of Canada" and sent to the program officer assigned to your producer organization.
11. **Balance Due to AAFC:** Under the total to date section only, please indicate the balance due to AAFC which is the difference between the interest owing to AAFC (number 9) and the interest paid to AAFC (number 10).
12. **Once the form is completed and verified against the lender's statement, please attach the lender's statement and have a record on file. Sign the signature line and date the form.**