



## Basic Rules for Members

### Purchasing and Branding Procedures:

All purchase transactions must be processed through a Saskatchewan licensed livestock dealer. Generally, Saskatchewan auction markets and border markets in Alberta and Manitoba are licensed but if you buy out-of-province you should check with your Local Supervisor to be sure.

You or your Local Supervisor must arrange for a dealer if you are buying direct from farm-to-farm, or if you are selling your own feeders or pregnant heifers to the Association.

Always check with your Local Supervisor before you purchase any cattle.

Do not pay for the cattle yourself. The invoice must be made out to the Association per yourself.

All breeder animals must be five years of age or less, and certified pregnant or have an unweaned calf at side.

The cattle must be branded with the Association's brand either at the market or at your yard before the cattle can be inspected by the Local Supervisor. The Association's brand for breeder cattle or feeder steers and heifers is \_\_\_\_\_ and the locations are \_\_\_\_\_. The Association's brand for feeder cows is \_\_\_\_\_ and the locations are \_\_\_\_\_.

After the cattle are branded, contact the Local Supervisor who will:

- inspect the cattle brands;
- collect the required assurance fund deposits (5% feeder, 10% breeder);
- collect the required Association administration fees; **and**
- complete and have you sign the Feeder or Breeder Agreement (Schedule A or Schedule B).

After the Feeder or Breeder Agreement is complete, it will be processed by the Lender and a cheque will be sent to the livestock dealer to pay for the cattle.

All death losses must be reported to the Local Supervisor.

All calves from breeder cows must be branded by three months of age or before the cattle go to pasture, whichever comes first. The only exception is where the annual breeder payment is prepaid.

### Custom Feeding Procedures:

To custom feed any Association cattle, authorization must first be obtained from the Local Supervisor and the Association's Board of Directors. You and/or your Local Supervisor must also have custom feeding agreements and waivers completed by the custom feeder and submit the forms to the Lender and Provincial Supervisor.

### Selling Procedures:

Notify the Secretary-Treasurer or the Local Supervisor and inform them when and where you plan to sell Association cattle. Ensure you tell the Secretary-Treasurer which cattle are being sold so the correct loan will be repaid.

The livestock manifest must be made out payable to your Association per yourself. Proceeds (cheques) from the sale of the cattle will be sent to your Secretary-Treasurer. Your loans will be paid down and any remaining funds directed to you.

If the loan is completely paid off and you have Association-branded cattle remaining, you may wish to request a Transfer of Ownership from your Local Supervisor. This allows you to receive proceeds directly from the sale of these cattle. A Transfer of Ownership will not be issued if there is any loan amount outstanding on that purchase.

**Members are responsible for repaying in full any loan(s) taken out by the Association on his or her behalf, regardless of the returns from the sale of the livestock or if a guarantee payment has been made to the lender.**

**Assurance Fund Risk Sharing – your assurance fund deposits are placed in the association's assurance fund which may be used to repay any member's loan default.**

**Communication is the key to a successful Association. Call your Local Supervisor and/or Secretary-Treasurer when you have questions on procedures, or if you have a problem with your cattle.**

**Association:** \_\_\_\_\_

**Local Supervisor's Name:** \_\_\_\_\_

**Phone #:** \_\_\_\_\_

**Secretary-Treasurer's Name:** \_\_\_\_\_

**Phone #:** \_\_\_\_\_

## Basic Rules for Members

### ***Purpose***

The *Basic Rules for Members* form (CF10) is a summary of basic requirements that members must follow when buying or selling cattle through the association. It should be sent out to all new members of the association once they have been approved by the board of directors, the lender and the provincial supervisor and should be sent periodically to all members of the association as a reminder.

### **Note**

*C The board of director's may direct the secretary-treasurer to include on the summary any additional information or requirements specific to the association.*