

Corporations, partnerships (includes joint producers and other business enterprises) or cooperatives (not affected by the Related Producers' Provision)

Forms required

Advance Application form
Additional Priority Agreement form(s) – if required
Continuing Declaration and Guarantee form

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

Pre-approval

Corporations, partnerships (including joint producers), cooperatives or other business enterprises can apply for pre-approval of their 2007-08 Continuing D & G form. Once you have received an authorization letter from the CWB, the applicant can receive the first cash advance payment (Box E) when the *Advance Application and Priority Agreement(s)* have been completed.

Only one D & G form is required for each corporation, partnership (including joint producers and other business enterprises), or cooperatives for all advances applied for in the 2007-08 production period and future production periods, under the farming operation, provided the structure of the company and shareholders, partners, members or owners does not change.

Note: If changes are made to the corporation, partnership (including joint producers and other business enterprises), or cooperatives after the first payment is issued, a new D & G form must be completed and approved before issuance of any additional payments. 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 2007-08 *Delivery Permit Book*.
2. Complete the D & G in full using the instructions that follow.
 - 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 49-50 for instructions on completing this form).

Important

Under the advance payment programs, joint producers are considered a partnership and as a result, must complete *Declaration and Guarantee* forms.

How to complete a *Continuing Declaration and Guarantee* form

Each corporation, partnership (includes joint producers and other business enterprises), or cooperative must complete a *Continuing Declaration and Guarantee* (D & G) form.

Only one D & G form is required for each corporation, partnership (includes joint producers and other business enterprises), or cooperative for all advances applied for in the 2007-08 production period under all farming operations and continuing into future production periods. If the structure of the company or the shareholders, members, partners or owners changes, a new D & G form must be completed.

Note: Continuing D & G forms completed for the 2000-01 and subsequent crop years can be used for the 2007-08 advance program, provided the structure or members of the company have not changed. Forms completed for the 2001-02 fall *AMPA* and subsequent crop year programs apply to all farming operations.

Instructions:

- Record the applicant's full name.
- Enter the applicant's ID number. If no ID number exists, one will be issued by the CWB when the documents are processed. (Please allow at last 2 weeks for processing of D & G forms.)
- Enter the 9-digit delivery point code of your elevator.
- Enter your elevator and your station telephone and fax number.
- Indicate if applicant is a corporation, partnership (includes joint producers) or cooperative.

Part 1 - Declaration

- List ALL shareholders, partners, members or owners of the corporation, partnership, or cooperative.
- For each shareholder, partner, member or owner, list:
 - full name
 - complete mailing address and phone number;
 - CWB ID number* for each individual (if available);
 - position held in company;
 - per cent interest in the company.

Note: Upon receipt of the application, the CWB will issue an ID number for those individuals who currently do not have one.

- Have the applicant read and complete the rest of Part 1 - Declaration.

Production Period 2007-08 Instructions and Important Information are on the REVERSE
Continuing Declaration and Guarantee Form (This form must be completed in ink)
 To knowingly make any misrepresentation or willfully furnish any false or misleading information with respect to this document is an offence under both the *Agricultural Marketing Programs Act (AMPA)* and the *Criminal Code*.

Name of corporation, partnership (business enterprise) or cooperative (applicant): Fg Corporation CWB Identification Number 0109916151616 Delivery Point Phone Number 123 456 7890
 Delivery Point Code 99799901 Delivery Point Fax Number 123 567 8901

All applicants must indicate whether they are a:
 Corporation Partnership Cooperative

Note: Non-residents are eligible for an advance if; for a corporation, a majority of the shareholders are Canadian citizens or permanent residents; for a partnership or other association, at least fifty per cent of the profits belong to Canadian citizens or permanent residents; for a cooperative, the majority of members are Canadian citizens or permanent residents.

PART 1 - DECLARATION
 List all shareholders, partners, members or owners of the corporation, partnership (business enterprise) or cooperative.

Name Last	First	Middle	Complete Address	Individual's CWB Identification Number	Position in Company	Per cent Interest in Company
Farmer	John	Doz	RRI Somewhere, AB TOK OKO 403 555-1211	01010101615149	President	50
Producer	George	David	RRI Somewhere, AB TOK OKO 403 555-1122	0110101013141516	Treasurer	50

I and each of us as an individual or as a shareholder, partner, member or owner of any corporation, partnership (business enterprise) or cooperative have have not participated in a previous crop year/production period advance which is still outstanding. If any of those listed have received or participated in a previous crop year/production period advance which is still outstanding, complete this section:

Name of Producer on Outstanding Advance	I.D. No(s).	Production Period(s)/Crop Year(s) in which Advance Payment(s) was/were Issued
Farmer John Doz	00 00006549	2006-07

I/We, the undersigned declare that:
 a) at least one of the shareholders, partners, members or owners has attained the age of majority in the province where the farming operation is located and, where the applicant is the actual producer, is principally involved in that operation;
 b) all shareholders, partners, members or owners of the corporation, partnership (business enterprise) or cooperative are listed above;
 c) if applicable, each of us will/has complete(d) a *Related Producers' Declaration*, identifying all permit appearances and advances, including those of all related producers, knowing that no advance shall be issued until all declarations are completed.

PART 2 - GUARANTEE (This Guarantee will constitute a continuing guarantee for all advances issued to the applicant under all permit books in which the applicant appears now and in the future)

In consideration of advance payments being made to Fg Corporation (applicant), I/we, the undersigned, jointly and severally guarantee that if the applicant is in default of any advance payments now or hereafter issued under the *AMPA*, I/we and each of us, will pay to the Canadian Wheat Board (CWB) the outstanding amount of the advance payment(s) on the date of default and interest accruing from the date the advance payment(s) was/were issued at the rate specified on the advance application(s), plus collection costs, until the balance is paid in full.

Without requiring any further consent or any notice (same being expressly waived) I/we assent and agree, and without discharging or in any way affecting our joint and several liability, that the CWB may:
 i) grant extensions of time, renewals and indulgences to the applicant;
 ii) take securities from and give up the same to the applicant;
 iii) abstain from taking securities from, or perfecting securities of the applicant, and accept composition from or otherwise deal with the applicant and all other persons including the undersigned or any one of us as the CWB sees fit;

Part 2 – Guarantee

9. Enter the applicant's full name.
10. Have the applicant read Part 2 - Guarantee.

Part 3 – Signatures

11. Ensure all members of the corporation, partnership or cooperative, as listed on the form, sign their full names, record their date of birth and date signed. The D&G form will not be approved if birthdates for all individuals are not provided. Ensure those at a rural address list the section, township, range and meridian of their home quarter.

- Initials are not accepted.
- Do not indicate company name.
- Do not include the person's position in the company or affix the company seal.

Part 4 - Certificate of Notary Public (Alberta residents only)

12. List the complete names of all individuals named in Part 1 that reside in Alberta. List the town or city where they live.
13. List the complete names of all individuals named in Part 1 that reside in Alberta.
14. The individuals who sign this portion must be the same individuals who signed the Signatures section (Part 3) for those who reside in Alberta.

- Initials are not accepted.
- Do not indicate company name.
- Do not include the person's position in the company or affix the company seal.

15. Ensure that a Notary Public, not a Commissioner for Oaths, completes this section. Seal of office must be provided.

There are three copies of this form:

- send the first copy to the CWB;
- give the second copy (green) to the applicant;
- keep the third copy (yellow) for your records.

20501

iv) deem that all other dividends, compensations and monies received by the CWB from the applicant or from other persons or estates capable of being applied by the CWB in reduction of the debt or liability hereby guaranteed shall be considered payment in gross, and the CWB shall be entitled to prove against the estate of the applicant upon insolvency or winding up in respect of the whole of the said debt and liability and I/we shall have no right to be subrogated to the CWB in respect of any such proof until the CWB has received from such estate payment in full of the CWB's claim.

The CWB shall not be bound to exhaust its recourse against the applicant or other parties or the securities it may hold or to exercise its right under any lien, statutory or otherwise, before being entitled to payment from me/us under this guarantee.

The Minister of Agriculture and Agri-Food Canada or any authorized agent shall proceed with collection action until the account is paid in full.

This guarantee shall continue to be binding upon me/us and my/our heirs, executors, administrators and assigns.

PART 3 - SIGNATURES
I/WE, THE UNDERSIGNED DECLARANT(S) AND GUARANTOR(S), SOLEMNLY DECLARE THAT I/WE HAVE READ, UNDERSTAND AND AGREE TO BE BOUND BY ALL TERMS OF THIS DECLARATION AND GUARANTEE AND THAT ALL INFORMATION SET FORTH IN THIS FORM IS TRUE, CORRECT AND COMPLETE.

And I/we make this solemn declaration and guarantee conscientiously knowing that it is of the same force and effect as if made under oath. The Declaration and Guarantee must be personally signed by the Guarantor(s) named in the Declaration (Part 1) and not by the Company. The Company name or seal must not be affixed to this signature.

Signature of each Guarantor Declarant (Do not include company name or position held)	Date of birth (DD MM YY)	Home Quarter (Residence) Part Sec TP R M				Date	
		Part Sec	TP	R	M		
Farmer John Doe 11	21/10/81	102	20	13	22	3	Sept. 1, 07
George D. Producer	18/10/81	102	18	13	22	3	Sept. 1, 07

Note: A new Declaration and Guarantee form must be completed if changes are made to the company structure or to the shareholders, members, partners or owners.

PART 4 - CERTIFICATE OF NOTARY PUBLIC - ALBERTA RESIDENTS ONLY
THE CERTIFICATE OF NOTARY PUBLIC MUST BE COMPLETED IF ANY GUARANTOR(S) OF THE COMPANY APPLYING FOR THE ADVANCE PAYMENT RESIDE IN ALBERTA.

I HEREBY CERTIFY THAT:
Farmer John Doe & George D. Producer 12
(List all individuals named in Part 1 who reside in Alberta)

_____ of Someplace, in the Province of Alberta, guarantor(s) whose signature appears in Part 3, made between Sept 1 2007 13
(List all individuals named in Part 1 who reside in Alberta)

and the CWB, appeared in person before me and acknowledged to have executed the Guarantee:

STATEMENT OF GUARANTOR(S) I/We am/are the person(s) named in this certificate.
Signature(s) of each Guarantor Declarant
(Do not indicate company name or position held) 14
Farmer John Doe
George D. Producer

I satisfied myself by examining the Guarantor(s) that he/she/they has/have read the contents of the Guarantee in Part 2 and understand(s) it.
GIVEN at Name of Place
this First day of September, 2007 15
(year)
under my hand and seal of office. (Affix Seal)

John Notary Public
Signature of Notary Public in and for the Province of Alberta.

My Commission expires: Sept. 28/07

Instructions for completing the Advance Application

Applicant must read the terms and conditions outlined on the advance application. Advise that by signing the application, the applicant is agreeing to the terms and conditions.

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

1. Name, address, phone and fax number.
2. The Declaration and Guarantee form number.
3. Your station fax number to receive faxes of documents for corrections and authorization where approval is required.

2007-08 Production Period Application For Advance Payment For Threshed Grain In Storage			
(Program runs from April 1/07 to September 30, 2008. After-harvest advances may be issued from September 1, 2007 to March 31, 2008)			345678
<p>TO THE ELEVATOR MANAGER: before this application is completed, ensure that you and the applicant read and understand "Applicant's eligibility" in the 2007-08 Advance Payments Program (After-harvest) country elevator guide. Do not issue a cash ticket(s) to a corporation, partnership (includes joint producers and business enterprises), cooperative or a colony until the application has been verified or you have received pre-approval of the Declaration and Guarantee or Guarantee for Colonies from the CWB.</p>			
Applicant Information This form must be completed in ink			
Applicant's Last Name 1 A Company	First Name Middle Name	Applicant's CWB Identification Number 0,0,0,0,1,2,3,4,9,9	3 Day Month Year 15 10 07
Applicant's Address RR 1 Someplace, SK	Date of birth (DD/MM/YY) 15/02/1955	Permit Number 0,0,0,0,1,2,3,4,9,9	Company/Delivery Point Code 0,9,9,7,9,9,9,9,0,1
Applicant's Telephone No. (306) 234-5678	Declaration and Guarantee/Guarantee No. 2 00-12345	Reference Number	Station Name Any station
	Applicant's Fax No. (306) 234-5677		Station Telephone No. (306) 555-3834
			Station Fax No. (306) 555-3835

For the section regarding related producers, the applicant is not affected by the *Related Producers' Provision* and should check the box "NO". The applicant does not require 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)?

Yes No

Eligible amount

1. Enter the applicant's total tonnage in storage on the farm including carryover stocks and current production in column i.
 - Only include the applicant's stocks of grain.
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 2007-08 wheat, durum and barley advances received (include pre-harvest advances) and any 2006-07 balances through the permit book in 1(f).
6. Subtract 1(f) from 1(e) and enter the result in 1(g), Total Eligible Amount.

I. Eligible Amount (indicate amounts in whole dollars and whole tonnes)

Grain	i Applicant's Total Farm Stored Grain (under this permit book)	ii Grain Not Eligible For An Advance Payment Grain To Be Used For Seed, Fed on Farm, or Delivered for Seed Purchases	iii Tonnage Eligible for Delivery to CWB (Column i subtract Column ii)	Maximum Advance Payment Based On Inventory	
				iv Rate Per Tonne	v Eligible Amount (Column iii multiplied by Column iv)
a) Wheat	1 650	2 0	3 650	\$90	4 58500
b) Durum	295	0	295	\$110	\$ 32450
c) Barley				\$60	\$
d) Sel Bly				\$80	\$
e) Maximum advance payment based on inventory (add a, b, c and d of column v)					5 90,950
f) Applicant's unpaid balance (include interest) of previous 2007-08 wheat, durum and barley advances under this permit book (include 2007-08 pre-harvest and previous after harvest wheat, durum and barley advance balances) and any 2006-07 advance balances under this permit book					30,000
g) From (e) subtract (f) and enter the total in Box A..... Total Eligible Amount					6 60,950 A

An applicant can receive up to \$400,000 under the cash advance program. Any unpaid balance on the 2006-07 cash advance will reduce this amount. Once the 2006-07 advance is repaid, the applicant can apply for additional money.

Maximum advance

Important: The amounts of previous advances in 2(b) and 2(c) must be previous advances issued to the company. Unpaid balance of 2006-07 cash advances must be for the company. Do not include advances issued or attributed to company participants under other permit books.

7. Calculate the maximum cash advance by subtracting the total of 2(b), 2(c), 2(d) and 2(e) from 2(a).
8. Enter the amount in Box (B) Maximum Cash Advance.

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

2. Maximum Advance
Individual applicants affected by the Related Producers Provision must complete a Related Producers' Declaration now. Companies must complete this section before completing the Related Producers' Declaration(s).

a) Maximum advance payment	\$400,000
b) Applicant's total previous 2007-08 wheat, durum and barley advances (include pre-harvest) applied for or received under all farming operations.	20,000
c) Applicant's total previous 2007-08 advances applied for or received from all other organizations under all farming operations on all other agricultural products (crops and livestock)	
d) Applicant's unpaid balance of all 2006-07 wheat, durum and barley advances under all farming operations	7 10,000
e) Applicant's unpaid balance of all 2006-07 advances received from all other organizations under all farming operations on all other crops	
f) From a), subtract b) + c) + d) + e) and enter the total in Box B..... Maximum Cash Advance	8 370,000 B

Elevator issuance limitation

For applications sent to the CWB for approval before issuance of a cash ticket, do not complete this section of the form. Have the applicant answer the irrigation form question and if required, complete an *Application for Irrigation Rate* form (see page 34).

9. For applicants without irrigated acres, record all wheat and barley seeded acres in the space provided in 3(a).
10. Multiply the total seeded acres by the seeded acre rate (\$80.00) 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.
11. 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 production period. Add the amounts for 3(b) through to 3(e) and enter the total in 3(f).
12. In 3(g), list the total 2007-08 wheat and barley advances outstanding through this permit book by anyone named in this permit book (include pre-harvest advances).
13. Subtract 3(f) and 3(g) from 3(a) to determine the Elevator Issuance Limitation in Box (C).

3. Elevator Issuance Limitation - Cannot exceed \$100,000
 For applications sent to the CWB for approval before issuance of a cash ticket, do not complete this section of the application form.
 I have completed the Application For Irrigation Rate form for grain produced under irrigation Yes No

Seeded Acres (from "Total Wheat and Total Barley Acres" of applicant's 2007-08 Delivery Permit)
 a) Wheat + Durum + Barley = 950 acres x \$80 = 76,000 **10**

Record grain delivered, sold or used on the farm in 2007-08 by anyone named in the permit book

b) Wheat 10 tonnes x \$90 = \$ 900
 c) Durum tonnes x \$110 = \$
 d) Barley 5 tonnes x \$60 = \$ 300 **11**
 e) Sel. Bly. tonnes x \$80 = \$
 f) Add b, c, d and e 1200 **TOTAL** 1,200
 g) Unpaid balance of previous 2007-08 wheat, durum and barley advances issued under this permit book to anyone named in this permit book 20,000 **12**
 h) From (a), subtract (f) + (g) and enter total in Box C 54,800 **13 C**

The advance payment

14. Record the amount the applicant is requesting in Box (D). This amount cannot exceed the amounts in Box (A) or Box (B).
15. Determine the amount you can issue as a first payment. If the *Declaration and Guarantee* has been pre-approved, that amount cannot exceed the Elevator Issuance Limitation Box (C) or \$100,000. The \$100,000 limit includes all previous advances that have been applied for or issued through the permit book by the applicant, including pre-harvest advances. Enter the amount in Box (E).
16. To determine the second payment, subtract the amount issued in the first payment Box (E) from the Total Advance requested Box (D). For applications sent to the CWB for approval before cash ticket issuance, indicate NIL in Box (D).

4. The Advance Payment

a) **Total advance** applied for (cannot exceed Box A or B or, if applicable, Box 9 of the Participants' Calculation Worksheet) 60,950 **14 D**

b) **FIRST PAYMENT** paid by elevator manager at date of application (cannot exceed Box C, Box D, or \$100,000) For applications sent to CWB for approval before cash ticket issuance, INDICATE NIL in Box E 54,800 **15 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 6,150 **16 F**

If total cash advance requested (Box D) exceeds Box C or \$100,000, CWB approval is required prior to issuing the second payment cash ticket (Box F). The \$100,000 limitation includes any previous 2007-08 advance payment(s) (including pre-harvest advances).
 NOTE: If previous 2007-08 advance payment(s) exceeded \$100,000 and CWB approval was obtained for this production period, the \$100,000 limitation does not apply.

Amounts exceeding \$100,000

If the total applied for, Box (D) on the *Advance Application*, exceeds \$100,000:

- issue a cash ticket for the first payment of \$100,000 Box (E) (cannot exceed Elevator Issuance Limitation in Box (C));
- send the application with the first payment cash ticket to the CWB through your head office; and
- when verification is received from the CWB, issue the second payment cash ticket.

Priority Agreement

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. The applicant should ensure that every financial institution and secured party complete a separate *Priority Agreement* if a pre-approved *Priority Agreement* has not been signed by a lender.

Read about *Priority Agreements* on pages 38-39.

Declaration

Have the applicant read and sign the *Declaration* section of the application form, whether or not you are issuing the advance payment cash ticket.

Please read "Signature Requirements" on pages 20-21.

Under *Notice to Applicant*, have the applicant identify all organizations through which previous advances have been issued (include unpaid advances from 2006-07 crop year).

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:

- CWB copy – white;
- Manager's copy – yellow;
- Applicant's copy - green.

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 \$100,000 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.**

The CWB 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 22.

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 *Application For Irrigation Rate* form (if applicable);
- completed and signed *Declaration and Guarantee* form (if not pre-approved);
- cash ticket (if the advance was issued)

The declaration section must be fully completed.