



**Code (Column a):** Use Inventory Code List A or B (found at the back of the CAIS Harmonized Guide) to identify and value each crop grade and variety. Leave the code blank if the commodity is not listed in the Inventory Code Lists. Transfer this information to column “a” in Section 8 of the 2006 CAIS form.

**Description (Column b):** List all commodities that you produced, purchased, sold, or had on hand at the beginning and/or end of your 2005 fiscal period. List each grade or variety of crop separately according to the break downs listed in the Inventory Code Lists (e.g., list #1 Wheat (15%) separately from #1 Wheat (12.5%)). Transfer this information to column “b” in Section 8 of the 2006 CAIS form.

**Units (Column c):** Enter the code for the unit of measurement used to measure the commodity you are reporting. Commodities must be reported using units of measurement (e.g., tonnes), not dollars. Use the same unit of measurement for all entries in a single row. The Units of Measurement Code List is provided in the CAIS Harmonized Guide. Transfer this information to column “c” in Section 8 of the 2006 CAIS form.

**Acres (Column d):** Indicate the number of acres used to produce each crop. List only those acres for crops that produced, or should have produced, a crop during the program year. List all other non-productive acres (unseedable, summerfallow, pasture, wasteland) beside their respective codes at the bottom of the worksheet. For commodities not measured in acres, use the unit of measurement considered standard for that commodity. Transfer this information to column “d” in Section 8 of the 2006 CAIS form.

**Starting Inventory:** Indicate the quantity of the commodity you had on hand at the start of your 2006 fiscal year.

**Quantity Produced (Column e):** Indicate the quantity of the crop that was produced in the program year. Transfer this amount to column “e” in Section 8 of the 2006 CAIS form.

**Quantity Purchased:** Indicate the quantity of the commodity you purchased in your 2006 fiscal period. If you have not yet paid for the purchase of the commodity by your 2006 fiscal year-end, the expense should also be reported as an account payable in Section 12 of the 2006 CAIS form. However, you must still report the quantity you purchased here, to show the addition to your inventory. If you choose to report purchased seed here, do **not** report the amount again in Section 10 of the 2006 CAIS form as a purchased input.

**Quantity Sold:** Indicate the quantity of the commodity that you sold in your 2006 fiscal period. If you have deferred the income from the sale of the inventory, the quantity sold should be reported here, and the corresponding income should be reported in Section 11, “Deferred Income and Receivables” of the 2006 CAIS form.

**Quantity Used as Feed:** Indicate the quantity of the commodity that you used to feed your own livestock.

**Quantity Used as Seed:** Indicate the quantity of the commodity that you used as seed.

**Ending Inventory (Column f):** Determine the quantity of each commodity that you had on hand at the end of the fiscal year by using the following calculation: Starting Inventory + Quantity Produced + Quantity Purchased - Quantity Sold - Quantity Used as Feed - Quantity Used as Seed = Ending Inventory. Transfer these amounts to column “f” in Section 8 of the 2006 CAIS form.