

**FARM SERVICE AGENCY  
ADDENDUM TO THE PROVIDER AGREEMENT  
TO ELECTRONICALLY FILE AND MAINTAIN UNITED STATES  
WAREHOUSE ACT COTTONSEED INSPECTION AND/OR WEIGHT CERTIFICATES**

This Addendum between \_\_\_\_\_  
(hereafter "Provider") and the Farm Service Agency (hereafter "FSA") authorizes the Provider to establish and maintain a database and system for the purpose of electronically filing cottonseed inspection and weight certificates issued under the United States Warehouse Act (hereafter "USWA") in a central data filing system (hereafter "central filing system" or "CFS"). Such electronically filed certificates are hereafter referred to herein as "electronic cottonseed inspection and/or weight certificates (ECSIWCs)."

This Addendum sets forth the Provider's minimum requirements for ECSIWC record formatting, reporting requirements, and the protocols to be used in the transmission of such information.

**I. Document Record Data Requirements**

FSA, in administration of the USWA, the regulations found at 7 CFR Part 735, the Provider Agreement To Electronically File And Maintain Electronic Warehouse Receipts and United States Warehouse Act Documents and this Addendum, may at any time require the Provider to furnish information beyond the minimum requirements shown in this Addendum.

**A. Required Information**

The Provider shall, at a minimum make the elements listed below available to every USWA warehouse operator issuing ECSIWCs in the CFS. The Provider shall ensure that all of these fields are completed by all warehouse operators. It is each individual warehouse operator's responsibility to supply the necessary data to complete each element. This Addendum does not restrict the number of fields that may be made available to warehouse operators.

License number  
Certificate number  
Issuance date  
Name of warehouse  
Location of warehouse (City)  
Location of warehouse (State)  
Type of certificate (inspection, grade, weight or combination)  
In or Out of warehouse  
Location of cottonseed at time of this service  
Grade or other class of each bag or lot and the standard or description in accordance with which the grade is made  
Condition

General remarks upon condition

The identification of the bag or lot if identity preserved

Gross weight

Tare weight

Net weight

Name of person authorized to sign certificate

Terms and conditions (These terms and conditions that apply to each ECSIWC must be furnished by the individual warehouse operator issuing the ECSIWCs. Refer to Item III, for required statements).

**B. Additional Information**

The Provider shall, at a minimum make the elements listed below available to every USWA warehouse operator issuing ECSIWCs in the CFS. The Provider shall ensure that all of these fields are completed by all warehouse operators. It is each individual warehouse operator's responsibility to supply the necessary data to complete each element. This Addendum does not restrict the number of fields that may be made available to warehouse operators. FSA may allow a user of the Provider's system to modify the elements listed below without being the holder of the certificate. The Provider shall notify the current holder of the certificate of any changes.

Holder

Warehouse Code

Paper certificate number (if applicable)

License Type, US if Federally Licensed, NL if not licensed and the two letter Postal abbreviation if state licensed, will precede or follow the certificate number

**C. Converting Electronic to paper**

When converting from an electronic to a paper certificate, the Provider shall advise the warehouse operator to print on the face of the paper certificate the ECSIWC number.

**II. Transmission of Data**

Upon request by FSA, all transmissions of data shall be secured and transmitted via telecommunications hardware and software according to the requirements described in Attachment I Provider Specifications for interfacing with Warehouse Examiners' Communications Software (WECS).

### III. Terms and Conditions for USWA Licensed Warehouse Operators

The following information must be shown on all ECSIWCs.

The statements:

“United States Warehouse Act, Cottonseed Inspection, Grade and/or Weight Certificate”

“Certificate issued by an inspector/weigher licensed under the United States Warehouse Act and the regulation thereunder”

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Provider

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Signature

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Title

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Date

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Director, Kansas City Commodity Office, FSA

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Date

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The U.S. Department of Agriculture (USDA) prohibits discrimination in all its programs and activities on the basis of race, color, national origin, gender, religion, age, disability, political beliefs, sexual orientation, and marital or family status. (Not all prohibited bases apply to all programs.) Persons with disabilities who require alternative means for communication of program information (Braille, large print, audiotape, etc.) should contact USDA's TARGET Center at (202) 720-2600 (voice and TDD). To file a complaint of discrimination, write USDA, Office of Civil Rights, Room 326-W, Whitten Building, 14th and Independence Avenue, SW, Washington, D.C. 20250-9410 or call (202) 720-5964 (voice or TDD). USDA is an equal opportunity provider and employer.

The following statement is made in accordance with the Privacy Act of 1974 (5 U.S.C. 552a) and the Paperwork Reduction Act of 1995, as amended. The authority for requesting the following information is the regulations at 7 CFR 735. The information will be used to complete the terms of a license and contract between the warehouse operator and the Deputy Administrator Commodity Operations. Furnishing the requested information is voluntary, however, without it, eligibility to become a provider under the United States Warehouse Act and the decision as to the applicant's eligibility for a provider agreement must be made in part on the basis of the information provided. This information may be provided to other agencies, IRS, Department of Justice, or other State and Federal law enforcement agencies, and in response to a court magistrate or administrative tribunal. The provisions of criminal and civil fraud statutes, including 18 U.S.C. 286, 287, 371, 641, 651, 1001; 1014, and 31 U.S.C. 3729, may be applicable to the information provided.

According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays an OMB control number. The valid OMB control number of this information collection is 0560-0120. The time required to complete this information collection is estimated to average 30 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. **RETURN THIS COMPLETED FORM TO THE KANSAS CITY COMMODITY OFFICE, POST OFFICE BOX 419205, KANSAS CITY, MO 64141-6205.**