

**Instructions to Complete
Change of Name of Posted Stockyard
Form P&SP-1300**

As a market agency selling livestock on a commission basis, use form P&SP-1300 when the name of your stockyard changes to update the official records about your stockyard as a posted stockyard.

Mail the completed form to the regional office of the Packers and Stockyards Program that covers your state. The states covered by each regional office are listed below the regional office's address.

| Regional Offices of the Packers and Stockyards Program Grain Inspection, Packers and Stockyards Administration | | |
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| Eastern Regional Office Suite 230 75 Spring Street Atlanta, GA 30303-3308 Telephone: (404) 562-5840 FAX: (404) 562-5848 e-mail: PSPAtlantaGA.GIPSA@usda.gov | Western Regional Office 3950 Lewiston St., Suite 200 Aurora, CO 80011-1556 Telephone: (303) 375-4240 FAX: (303) 371-4609 e-mail: PSPDenverCO.GIPSA@usda.gov | Midwestern Regional Office Room 317 210 Walnut Street Des Moines, IA 50309-2110 Telephone: (515) 323-2579 FAX: (515) 323-2590 e-mail: PSPDesMoinesIA.GIPSA@usda.gov |
| States Covered | States Covered | States Covered |
| AL, AR, CT, DC, DE, FL, GA, LA, MA, MD, ME, MS, NC, NH, NJ, NY, PA, RI, SC, TN, VA, VT, WV | AK, AZ, CA, CO, HI, ID, KS, MT, NM, NV, OK, OR, TX, UT, WA, WY | IA, IL, IN, KY, OH, MI, MO, MN, ND, NE, SD, WI |

Additional copies of this form may be obtained from the regional office covering your state. All inquiries concerning any section or part of a section contained in the form can also be addressed by that regional office.

| Line No. | Subject | Instruction |
|----------|--------------------------|--------------------------------------------------------------------------------------------------------|
| 1 | Former Name of Stockyard | Enter the previous name of the stockyard as posted. |
| 2 | Location of Stockyard | Enter the number, street, city, state, and 9-digit zip code of the physical location of the stockyard. |
| 3 | Facility Number | Enter the posted stockyard number. |
| 4 | New Name of Stockyard | Enter the new name of the stockyard. |
| 5 | Stockyard Owned By | Enter the name(s) of owners and/or officers including individuals and partners. |
| 6 | Change Date | Enter the date of the change of ownership. |
| 7 | Signed | An owner or officer of the stockyard must sign the form. |
| 8 | Title | Enter the title of the owner or officer who signed the form. |
| 9 | Date | Enter the date the form was signed. |