



# DAIRY PRODUCT MANDATORY REPORTING PROGRAM

## DAIRY PRODUCT SALES SURVEY Annual Validation Worksheet



Plant ID  
Legal Company Name

Contact Name  
Address  
City, State, Zip  
phone Number  
Email Address

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USDA AMS collects weekly information on the sales of dairy products such as cheddar cheese to be published in the Dairy Products Sales Release. The information you provide is important to establish U.S. dairy product prices used in setting minimum class prices under the Federal Milk Order program. An accurate response to this survey is **mandatory** and subject to verification by the AMS under **Public Law No. 106-532**. This law specifically protects the confidentiality of your report from public disclosure except as directed by the US Secretary of Agriculture or the US Attorney General for enforcement purposes to ensure compliance with the Dairy Product Mandatory Reporting program.

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**This worksheet should be completed by an AMS representative with the owner or manager making day-to-day marketing decisions and all other employees (including primary and secondary reporters) working on the weekly Dairy Product Mandatory Reporting Program (DPMRP) Dairy Product Sales Survey.**

**List the names of all those who attended the meeting and any changes that could affect DPMRP reporting since the last Dairy Product Sales Survey was completed. (i.e. change in personnel, equipment, software, production):**

- |   | Yes                      | No                       |
|---|--------------------------|--------------------------|
| <b>1. Does this plant/company own or partially own other plants/companies producing or selling dairy products, have tolling agreements with other plants/companies, or have an exclusive marketing agreement with other plants/companies?</b><br><i>[Interviewer Note: If yes, complete the Supplement. If no, continue.]</i> ..... | <input type="checkbox"/> | <input type="checkbox"/> |
| <b>2. In a calendar year, does this plant/company sell one million pounds of:</b>   |                          |                          |
| a. <b>Cheddar cheese in 40 pound blocks</b> , colored between 6 and 8 on the National Cheese Institute color chart, meeting Wisconsin State Brand, USDA Grade A, or better standards?<br><i>[Interviewer Note: If yes, complete Section 1a and 1b.]</i> .....   | <input type="checkbox"/> | <input type="checkbox"/> |
| b. <b>Cheddar cheese in 500 pound barrels</b> , white, meeting Wisconsin State Brand, USDA Extra Grade, or better standards? <i>[Interviewer Note: If yes, complete Section 1a and 1c.]</i> .....   | <input type="checkbox"/> | <input type="checkbox"/> |
| c. <b>Salted butter (80% butterfat)</b> , fresh or storage, in 25 kilogram and 68 pound boxes meeting USDA Grade AA standards? <i>[Interviewer Note: If yes, complete Section 2]</i> .....  | <input type="checkbox"/> | <input type="checkbox"/> |
| d. <b>Non-fortified, nonfat dry milk</b> in 25 kilogram bags, 50 pound bags, totes, and tankers meeting USDA Extra Grade or USPH Grade A standards?<br><i>[Interviewer Note: If yes, complete Section 3.]</i> .....   | <input type="checkbox"/> | <input type="checkbox"/> |
| e. <b>Edible non-hygroscopic dry whey</b> in 25 kilogram bags, 50 pound bags, totes, and tankers meeting USDA Extra Grade standards? <i>[Interviewer Note: If yes, complete Section 4]</i> .....  | <input type="checkbox"/> | <input type="checkbox"/> |

3. If all of the above are checked "No", please explain:

**Interviewer Note:** If all parts of Question 2 are "no", skip to Page 8 of 8. If any are checked "yes" complete all applicable commodity sections.

**Section 1a – All Cheddar Cheese Sales**

**1. The following are the specifications for reporting weekly Cheddar Cheese sales data**

**to AMS.** Please review with the responsible reporting party and verify:

**-Current Reporting Plants/Companies** understand and *are reporting* based on each specification listed below. Discuss and answer any questions.

**-Potential Reporting Plants/Companies** understand and *can report* based on each specification listed below. Discuss and answer any questions.

**Responsible reporting party understands and is currently reporting or can report based on each specification listed below**

*N/A = Not Applicable - the specification does not apply to the plant/company (i.e. No organic production)*

	Yes	No	N/A
a. Report price as <b>f.o.b. plant</b> if the product is “shipped out” from a plant/company. . . . .	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b. Report price as <b>f.o.b. storage facility</b> if the product is “shipped out” from a storage facility. . . . .	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c. Report only <b>complete transactions</b> , i.e. cheddar cheese is “shipped out” and title transfer occurs. . . . .	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
d. Report only sales of cheddar cheese <b>4 to 30</b> days in age. . . . .	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
e. Report prices without deduction for <b>brokerage fees</b> paid by the manufacturer. . . . .	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
f. Report prices without deduction for <b>clearing charges</b> paid by the manufacturer. . . . .	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
g. Include sales of products labeled or contracted as sourced from cows not treated with <b>recombinant bovine somatotropin (rBST)</b> . . . . .	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
h. Exclude <b>forward pricing sales</b> : sales in which the selling price is established (and not adjusted) 30 or more days before the transaction is completed. . . . .	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
i. Exclude <b>intra-company</b> sales of cheddar cheese. . . . .	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
j. Exclude <b>re-sales</b> of purchased cheddar cheese. . . . .	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
k. Exclude cheddar cheese <b>certified as organic</b> by a USDA-accredited certifying agent. . . . .	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
l. Exclude sales of cheddar cheese produced under <b>faith-based close supervision and marketed</b> at a higher price than the manufacturer’s wholesale market price for the basic commodity (for example, kosher cheddar cheese produced with a rabbi on site who is actively involved in the supervision of the production process). . . . .	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
m. Exclude sales of premium assisted sales (for example: export assistance sales through the Cooperatives Working Together (CWT) program). . . . .	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**2. If any of the above are checked “No” or "N/A", please explain:**

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**Section 1b – Cheddar Cheese 40 Pound Block Sales**

**1. The following are the specifications for reporting weekly Cheddar Cheese sales in**

**40 pound Blocks to AMS.** Please review with the responsible reporting party and verify:

**-Current Reporting Plants/Companies** understand and *are reporting* based on each specification listed below. Discuss and answer any questions.

**-Potential Reporting Plants/Companies** understand and *can report* based on each specification listed below. Discuss and answer any questions.

<b>Responsible reporting party understands and is currently reporting or can report based on each specification listed below</b>		
<i>N/A = Not Applicable - the specification does not apply to the plant/company (i.e. No organic production)</i>		
<b>Yes</b>	<b>No</b>	<b>N/A</b>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

- a. Report only cheese **colored between 6 and 8** on the National Cheese institute color chart. ....
- b. Report only cheese meeting **Wisconsin State Brand, USDA Grade A, or better** standards. ....
- c. Report **price reflecting packaging costs** for cheese wrapped in a sealed, airtight package in corrugated or solid fiberboard container with a reinforcing inner liner or sleeve (excluding all other packaging cost from the reported price). ....
- d. Exclude all cheese that will be **aged**. ....

**2. If any of the above are checked "No" or "N/A", please explain:**

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**Section 1c – Cheddar Cheese 500 Pound Barrel Sales**

**1. The following are the specifications for reporting weekly Cheddar Cheese sales in 500**

**Pound Barrels to AMS.** Please review with the responsible reporting party and verify:

**-Current Reporting Plants/Companies** understand and *are reporting* based on each specification listed below. Discuss and answer any questions.

**-Potential Reporting Plants/Companies** understand and *can report* based on each specification listed below. Discuss and answer any questions.

<b>Responsible reporting party understands and is currently reporting or can report based on each specification listed below</b>		
<i>N/A = Not Applicable - the specification does not apply to the plant/company (i.e. No organic production)</i>		
<b>Yes</b>	<b>No</b>	<b>N/A</b>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

- a. Report only **white** cheese. ....
- b. Report only cheese meeting **Wisconsin State Brand, USDA Extra Grade, or better** standards. ....
- c. Report the **moisture content** of the cheddar cheese. ....
- d. Exclude **all packaging costs** from reported price. ....
- e. Exclude all cheese with a **moisture content greater than 37.7%**. ....

**2. If any of the above are checked "No" or "N/A", please explain:**

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**Section 2 – Butter Sales**

**1. The following are the specifications for reporting weekly Butter sales data to AMS.**

Please review with the responsible reporting party and verify:

**-Current Reporting Plants/Companies** understand and *are reporting* based on each specification listed below. Discuss and answer any questions.

**-Potential Reporting Plants/Companies** understand and *can report* based on each specification listed below. Discuss and answer any questions.

Responsible reporting party understands and is currently reporting or can report based on each specification listed below

N/A = Not Applicable - the specification does not apply to the plant/company (i.e. No organic production)

	Yes	No	N/A
a. Report only <b>salted butter with butterfat of 80%</b> in 25 kilogram and 68 pound boxes. ....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b. Report all <b>fresh or storage butter</b> sales meeting the other reporting specifications. ....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c. Report only butter meeting <b>USDA Grade AA</b> standards. ....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
d. Report price as <b>f.o.b. plant</b> if the product is “shipped out” from a plant. ....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
e. Report price as <b>f.o.b. storage facility</b> if the product is “shipped out” from the storage facility. ....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
f. Report only <b>complete transactions</b> , i.e. butter is “shipped out” and title transfer occurs. ....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
g. Report prices without deduction for <b>brokerage fees</b> paid by the manufacturer. ....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
h. Report prices without deduction for <b>clearing charges</b> paid by the manufacturer. ....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
i. Include sales of products labeled or contracted as sourced from cows not treated with <b>recombinant bovine somatotropin (rBST)</b> . ....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
j. Exclude <b>forward pricing sales</b> : sales in which the selling price is established (and not adjusted) 30 or more days before the transaction is completed. ....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
k. Exclude <b>intra-company</b> sales of butter. ....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
l. Exclude <b>re-sales</b> of purchased butter. ....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
m. Exclude butter <b>certified as organic</b> by a USDA-accredited certifying agent. ....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
n. Exclude sales of butter produced <b>under faith-based close supervision and marketed</b> at a higher price than the manufacturer’s wholesale market price for the basic commodity (for example, kosher butter produced with a rabbi on site who is actively involved in the supervision of the production process). ....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
o. Exclude sales of premium assisted sales (for example: export assistance sales through the Cooperatives Working Together (CWT) program). ....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
p. Exclude all sales of <b>unsalted</b> butter. ....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
q. Exclude all sales of <b>Grade A</b> butter. ....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**2. If any of the above are checked “No” or “N/A”, please explain:**

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**Section 3 – Nonfat Dry Milk Sales**

1. The following are the specifications for reporting weekly Nonfat Dry Milk sales data to AMS. Please review with the responsible reporting party and verify:

**-Current Reporting Plants/Companies** understand and *are reporting* based on each specification listed below. Discuss and answer any questions.

**-Potential Reporting Plants/Companies** understand and *can report* based on each specification listed below. Discuss and answer any questions.

**Responsible reporting party understands and is currently reporting or can report based on each specification listed below**

*N/A = Not Applicable - the specification does not apply to the plant/company (i.e. No organic production)*

	Yes	No	N/A
a. Report only <b>non-fortified, nonfat dry milk</b> in 25 kilogram bags, 50 pound bags, totes, and tankers. ....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b. Report only nonfat dry milk meeting <b>USDA Extra Grade or USPH Grade A</b> standards. ....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c. Report price as <b>f.o.b. plant</b> if the product is “shipped out” from a plant. ....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
d. Report price as <b>f.o.b. storage facility</b> if the product is “shipped out” from the storage facility. ....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
e. Report only <b>complete transactions</b> , i.e. nonfat dry milk is “shipped out” and title transfer occurs. ....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
f. Report only nonfat dry milk manufactured using <b>low or medium</b> heat process. ....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
g. Report prices without deduction for <b>brokerage fees</b> paid by the manufacturer. ....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
h. Report prices without deduction for <b>clearing charges</b> paid by the manufacturer. ....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
i. Include sales of products labeled or contracted as sourced from cows not treated with <b>recombinant bovine somatotropin (rBST)</b> . ....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
j. Exclude <b>forward pricing sales</b> : sales in which the selling price is established (and not adjusted) 30 or more days before the transaction is completed. ....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
k. Exclude <b>intra-company</b> sales of nonfat dry milk. ....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
l. Exclude <b>re-sales</b> of purchased nonfat dry milk. ....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
m. Exclude nonfat dry milk <b>certified as organic</b> by a USDA-accredited certifying agent. ....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
n. Exclude sales of nonfat dry milk produced <b>under faith-based close supervision and marketed</b> at a higher price than the manufacturer’s wholesale market price for the basic commodity (for example, kosher nonfat dry milk produced with a rabbi on site who is actively involved in the supervision of the production process). ....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
o. Exclude all sales of nonfat dry milk <b>using high heat process</b> . ....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
p. Exclude sales of <b>premium assisted</b> sales (for example: export assistance sales through the Cooperatives Working Together (CWT) program). ....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
q. Exclude all sales of nonfat dry milk more than <b>180 days old</b> . ....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
r. Exclude all sales of <b>instant</b> nonfat dry milk. ....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
s. Exclude all sales of <b>dry buttermilk</b> products. ....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

2. If any of the above are checked “No” or “N/A”, please explain:

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**Section 4 – Dry Whey Sales**

**1. The following are the specifications for reporting weekly Dry Whey sales data to**

**AMS.** Please review with the responsible reporting party and verify:

**-Current Reporting Plants/Companies** understand and *are reporting* based on each specification listed below. Discuss and answer any questions.

**-Potential Reporting Plants/Companies** understand and *can report* based on each specification listed below. Discuss and answer any questions.

**Responsible reporting party understands and is currently reporting or can report based on each specification listed below**

*N/A = Not Applicable - the specification does not apply to the plant/company (i.e. No organic production)*

	Yes	No	N/A
a. Report only <b>edible non-hygroscopic dry whey</b> in 25 kilogram bags, 50 pound bags, totes, and tankers. ....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b. Report only dry whey meeting <b>USDA Extra Grade</b> standards. ....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
c. Report price as <b>f.o.b. plant</b> if the product is “shipped out” from a plant. ....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
d. Report price as <b>f.o.b. storage facility</b> if the product is “shipped out” from the storage facility. ....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
e. Report only <b>complete transactions</b> , i.e. dry whey is “shipped out” and title transfer occurs. ....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
f. Report prices without deduction for <b>brokerage fees</b> paid by the manufacturer. ....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
g. Report prices without deduction for <b>clearing charges</b> paid by the manufacturer. ....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
h. Include sales of products labeled or contracted as sourced from cows not treated with <b>recombinant bovine somatotropin (rBST)</b> . ....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
i. Exclude <b>forward pricing sales</b> : sales in which the selling price is established (and not adjusted) 30 or more days before the transaction is completed. ....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
j. Exclude <b>intra-company</b> sales of dry whey. ....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
k. Exclude <b>re-sales</b> of purchased dry whey. ....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
l. Exclude dry whey <b>certified as organic</b> by a USDA-accredited certifying agent. ....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
m. Exclude sales of dry whey produced <b>under faith-based close supervision and marketed</b> at a higher price than the manufacturer’s wholesale market price for the basic commodity (for example, kosher dry whey produced with a rabbi on site who is actively involved in the supervision of the production process). ....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
n. Exclude <b>premium assisted</b> sales (for example: seller receives additional monetary value above sale price from a third party (i.e. government or private entity) for the export of dairy products based on criteria defined by the third party). ....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
o. Exclude all sales of dry whey more than <b>180 days old</b> . ....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
p. Exclude all <b>Grade A</b> dry whey. ....	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**2. If any of the above are checked “No” or “N/A”, please explain:**

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**Section 5 – Other Information**

Yes No

**1. Does another plant/company report any Dairy Product Sales data for this plant/company?**

a. If yes, who and what products? [Interviewer Note: If no, skip to Question 2]. . . . .

Plant Name	Reported Product

b. If yes, does this plant/company have production sales not included in data submitted through your reporting plant/company (i.e. cheese is reported through another plant/company but your plant/company also makes and sells dry whey **OR** your plant/company has additional cheese cash sales outside the information reported by the plant/company listed)? . . . . .

If yes, what products? [Interviewer Note: If no, skip to Question 2]

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**2. Does this plant/company make day-to-day marketing decisions and report (or can report) for more than one plant?**

If yes, please identify all plants in the Multiple Plant List (page 8) to be included in the reporting of this plant's/company's information before continuing to Question 3. If no, and there are plants listed on the **completed Supplement** that **are** or **should be reporting**, please list the Plant ID (or office use if plant is new, i.e., P1, P2) for these plants. . . . .

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**Interviewer Note:** If plant/company qualifies, inform respondents of the weekly responsibilities and collect contact information.

**3. Primary contact at this plant/company for completing the Dairy Product Sales Surveys?**

Name: \_\_\_\_\_ Position: \_\_\_\_\_

Telephone: \_\_\_\_\_ Email: \_\_\_\_\_

**Secondary contact at this plant/company for completing the Dairy Product Sales Survey?**

Name: \_\_\_\_\_ Position: \_\_\_\_\_

Telephone: \_\_\_\_\_ Email: \_\_\_\_\_

**Additional contact at this plant/company for completing the Dairy Product Sales Survey?**

Name: \_\_\_\_\_ Position: \_\_\_\_\_

Telephone: \_\_\_\_\_ Email: \_\_\_\_\_



**Multiple Plants List Table:** [Interviewer Note: List Plant Name, Location, and Dairy Products reported for all company locations currently included in submitting a weekly report.]

Office Use		Plant Name	Location	Products Reported	Report Type
Reporting ID	Plant ID				

4. Do you understand the instructions and requirements of the Dairy Product Mandatory Reporting Program? Yes  No

5. Do you need any additional explanation of any definition, question, or issues discussed in the Annual Validation Worksheet?  
 If yes, review all sections the respondent would like additional clarification

**General Survey Comments:**  
 \_\_\_\_\_  
 \_\_\_\_\_

Interviewer Name: \_\_\_\_\_

Respondent Name: \_\_\_\_\_ Telephone: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_