

DEFINITIONS AND INSTRUCTIONS FOR REPORTING

1. **Report Quantity Received and Value Per Unit on a Pay-Weight Basis:** The term "pay-weight" refers to the quantity of the product delivered and paid for at the rate or rates specified in contract or purchase agreements. Culls and rejects received, but considered being of no value (including tonnage for which the grower received a nominal amount, such as \$1.00 a ton in lieu of the return of the dockage), should not be included in this report. Processors who establish tolerance for culls and rejects should report the tonnage, which was paid for at the contract rate and should deduct only the dockage for culls and rejects in excess of the prescribed tolerance.
2. **Value Per Unit:** Value per unit is defined as all payments to growers including the costs of materials and services provided (listed in Item 3) to get the raw commodity to the plant receiving door.
3. **Materials and Services Furnished by Processors:** Include costs for the following materials and services furnished without charge to growers and in excess of grower charges.
 - a. preparation, planting, and cultivating (including depreciation and repair of equipment);
 - b. seed or plant costs not deducted (including distribution);
 - c. weed, insect, or disease control (including survey, equipment, application, and materials);
 - d. harvesting costs (including cost of operation, depreciation, repair, moving equipment, and labor procurement);
 - e. delivery cost to the processing plant door (including payment to hired truckers, cost of company trucks, and growing hauling allowances);
 - f. container costs (including upkeep, losses, storage, and transportation);
 - g. field receiving station cost, if located off plant premises (receiving, weighing, loading, etc.);
 - h. passed acreage, if paid for;
 - i. inspection and grading costs (include only if used in purchase of raw products);
 - j. icing and hydro-cooling prior to delivery to plant;
 - k. association service fees, if deducted from the grower payment;
 - l. other costs to the processing plant door;

Do not include brokerage, cost of field personnel, or other buying expenses.

4. **Reported by Cooperative:** For cooperatives, the average value per unit reported should reflect total payments to growers, plus other costs listed in Item 3 for the quantity delivered as defined in Item 1. Do **not** include dividends paid growers, which are based on capital stock ownership. If all payments have not been made to growers, please estimate the average total payments to growers in arriving at per unit value as defined in Item 2. Label it "Estimate" and indicate the date when final figures should be available. We will contact you at that time for your final average value per unit.
5. If the harvest has not been completed, please estimate the acreage that will be harvested and the total tonnage that will be received.
6. Include all tonnage bought from growers even if some was sold to other processors. Do **not** include tonnage bought from other processors.

Respondent Name:	9911 Phone:	9910	MM	DD	YYYY
		Date:	__	__	____

Thank you for your response.

OFFICE USE ONLY										
Response		Respondent		Mode		Enum.	Eval.	Change	Office Use for POID	
1-Comp	9901	1-Op/Mgr	9902	1-PASI (Mail)	9903	9998	9900	9985	9989	
2-R		2-Sp		2-PATI (Tel)					_____	
3-Inac		3-Acct/Bkpr		3-PAPI (Face-to-						
4-Office Hold		4-Partner		Face)						
5-R – Est		9-Oth		6-Email			R. Unit			
6-Inac – Est				7-Fax			9921		9907	9908
7-Off Hold – Est				19-Other					9906	9916
S/E Name										