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| California Kiwifruit Logo jpg | **Kiwifruit Administrative Committee (KAC)** Email: calkiwi@agamsi.com Fax No.: (916) 446-1063 Phone No.: (916) 441-0678 | Company: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Contact: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Phone No.: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ |

**KISS 20\_\_\_/20\_\_\_ ADD INVENTORY**

Report Date: \_\_\_\_\_\_\_\_\_\_\_

Use this form to report any additions to your inventory such as the below examples:

1. Fruit recently packed that has never been reported (except as unpacked pounds) on KISS.
2. Fruit repacked from another container type that was previously reported on KISS (remember to deduct the containers that the fruit was taken from on KISS Deduct Inventory)
3. Adjustments to increase posted inventory (compare your KISS Individual Summary against your records and make adjustments to KISS so that KISS reflects correct posted inventory numbers).

Initial KISS report must be faxed to KAC office on or before **November 5th by 1:00 p.m.** and should include harvest through October 31st. Following KISS reports are due every month by 1:00 p.m. on the 5th (includes inventory additions for the previous month). If the report due date falls on a weekend or holiday, your report must be submitted by 1:00 p.m. the next working day. Mid-monthly KISS reports, including inventory changes from the first of the month until the 15th of the month, are due December \_\_\_\_, January \_\_\_\_, and February \_\_\_.

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| **FRUIT SIZE** | **PACK STYLE – ENTER PACK STYLE AT THE TOP OF EACH COLUMN** | | | | | |
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| **18** |  |  |  |  |  |  |
| **20** |  |  |  |  |  |  |
| **23 or 25** |  |  |  |  |  |  |
| **27 or 28** |  |  |  |  |  |  |
| **30** |  |  |  |  |  |  |
| **33** |  |  |  |  |  |  |
| **36** |  |  |  |  |  |  |
| **39** |  |  |  |  |  |  |
| **42** |  |  |  |  |  |  |
| **45** |  |  |  |  |  |  |
| **TOTALS** |  |  |  |  |  |  |

Estimated unpacked pounds (fruit not yet packed: \_\_\_\_\_\_\_\_\_ (remaining unpacked pounds as of this report date).

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**Instructions for completing KISS Add Inventory**

1. Enter appropriate Handler/Marketer information.
2. Enter the report date.
3. Across the top column, enter the type of pack styles used for the inventory addition being reported. **Select pack styles from the list below.**
4. For each pack style, enter the total number of containers to be added in each category by size.

|  |  |
| --- | --- |
| **Description** | **Enter this pack style on report** |
| 9kg (19.8 lb.) Volume Fill | Volume Fill |
| Single layer tray | Trays |
| Container with 3-layers | 3-Layers |
| 125 lb. Bins | Bins |
| Master Container with 20 - 1 lb. Bags | 20/1# Bags |
| Master Container with 10 - 1kg Bags | 10/1kg Bags |
| Master Container with 4 - 4lb. Clams | 4/4# Clams |
| Master Container with 8 - 2lb. Clams | 8/2# Clams |
| Master Container with 27 -.8lb Clams | 27/.8# Clams |
| Master Container with 18 - 8 ct. Clams | 18/8ct. Clams and net wt. of master container |
| Master Container with 20 - 6 ct. Clams | 20/6ct. Clams and net wt. of master container |
| Returnable Plastic Containers, 9kg | RPC 9kg |
| Containers with 2-layers | 2-Layers and net wt. of container |
| Euro Containers, Must include description and net wt. (i.e. Euro 2-layers, 20# ) | Type and net wt. of container |
| Any other container type/consumer pack must include the description and container net wt. | Type and net wt. of container |

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**KISS 20\_\_\_/20\_\_\_ DEDUCT INVENTORY**

Report Date: \_\_\_\_\_\_\_\_\_\_\_

Use this form to report any deductions to your inventory such as the below examples:

1. Fruit lost in repack previously reported on KISS.
2. Fruit repacked from another container type that was previously reported on KISS (remember to deduct the containers that the fruit was taken from on KISS Deduct Inventory)
3. Adjustments to decrease posted inventory (compare your KISS Individual Summary against your records and make adjustments to KISS so that KISS reflects correct posted inventory numbers).

Initial KISS report must be faxed to KAC office on or before November 5th by 1:00 p.m. and should include harvest through October 31st. Following KISS reports are due every month by 1:00 p.m. on the 5th (includes inventory additions for the previous month). If the report due date falls on a weekend or holiday, your report must be submitted by 1:00 p.m. the next working day. Mid-monthly KISS reports, including inventory changes from the first of the month until the 15th of the month, are due December \_\_\_\_, January \_\_\_\_, and February \_\_\_\_.

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| **FRUIT SIZE** | **PACK STYLE – ENTER PACK STYLE AT THE TOP OF EACH COLUMN** | | | | | |
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| **18** |  |  |  |  |  |  |
| **20** |  |  |  |  |  |  |
| **23 or 25** |  |  |  |  |  |  |
| **27 or 28** |  |  |  |  |  |  |
| **30** |  |  |  |  |  |  |
| **33** |  |  |  |  |  |  |
| **36** |  |  |  |  |  |  |
| **39** |  |  |  |  |  |  |
| **42** |  |  |  |  |  |  |
| **45** |  |  |  |  |  |  |
| **TOTALS** |  |  |  |  |  |  |

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**Instructions for completing KISS Deduct Inventory**

1. Enter appropriate Handler/Marketer information.
2. Enter the report date.
3. Across the top column, enter the type of pack styles used for the inventory deduction being reported. **Select pack styles from the list below.**
4. For each pack style, enter the total number of containers to be deducted in each category by size.

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| --- | --- |
| **Description** | **Enter this pack style on report** |
| 9kg (19.8 lb.) Volume Fill | Volume Fill |
| Single layer tray | Trays |
| Container with 3-layers | 3-Layers |
| 125 lb. Bins | Bins |
| Master Container with 20 - 1 lb. Bags | 20/1# Bags |
| Master Container with 10 - 1kg Bags | 10/1kg Bags |
| Master Container with 4 - 4lb. Clams | 4/4# Clams |
| Master Container with 8 - 2lb. Clams | 8/2# Clams |
| Master Container with 27 -.8lb Clams | 27/.8# Clams |
| Master Container with 18 - 8 ct. Clams | 18/8ct. Clams and net wt. of master container |
| Master Container with 20 - 6 ct. Clams | 20/6ct. Clams and net wt. of master container |
| Returnable Plastic Containers, 9kg | RPC 9kg |
| Containers with 2-layers | 2-Layers and net wt. of container |
| Euro Containers, Must include description and net wt. (i.e. Euro 2-layers, 20# ) | Type and net wt. of container |
| Any other container type/consumer pack must include the description and container net wt. | Type and net wt. of container |

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**KISS 20\_\_\_/20\_\_\_ SHIPMENTS**

Report Date: \_\_\_\_\_\_\_\_\_\_\_

Use this form to report shipments. Compare your KISS Individual Summary against your records and make adjustments to KISS so that KISS reflects correct posted shipment numbers.

Initial KISS report must be faxed to KAC office on or before November 5th by 1:00 p.m. and should include harvest through October 31st. Following KISS reports are due every month by 1:00 p.m. on the 5th (includes inventory additions for the previous month). If the report due date falls on a weekend or holiday, your report must be submitted by 1:00 p.m. the next working day. Mid-monthly KISS reports, including inventory changes from the first of the month until the 15th of the month, are due December \_\_\_\_, January \_\_\_\_, and February \_\_\_.

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| **FRUIT SIZE** | **PACK STYLE – ENTER PACK STYLE AT THE TOP OF EACH COLUMN** | | | | | |
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| **18** |  |  |  |  |  |  |
| **20** |  |  |  |  |  |  |
| **23 or 25** |  |  |  |  |  |  |
| **27 or 28** |  |  |  |  |  |  |
| **30** |  |  |  |  |  |  |
| **33** |  |  |  |  |  |  |
| **36** |  |  |  |  |  |  |
| **39** |  |  |  |  |  |  |
| **42** |  |  |  |  |  |  |
| **45** |  |  |  |  |  |  |
| **TOTALS** |  |  |  |  |  |  |

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**Instructions for completing KISS Shipments**

1. Enter appropriate Handler/Marketer information.
2. Enter the report date.
3. Across the top column, enter the type of pack styles shipped during given reporting period. **Select pack styles from the list below.**
4. For each pack style, enter the total number of containers shipped in each category by size.

|  |  |
| --- | --- |
| **Description** | **Enter this pack style on report** |
| 9kg (19.8 lb.) Volume Fill | Volume Fill |
| Single layer tray | Trays |
| Container with 3-layers | 3-Layers |
| 125 lb. Bins | Bins |
| Master Container with 20 - 1 lb. Bags | 20/1# Bags |
| Master Container with 10 - 1kg Bags | 10/1kg Bags |
| Master Container with 4 - 4lb. Clams | 4/4# Clams |
| Master Container with 8 - 2lb. Clams | 8/2# Clams |
| Master Container with 27 -.8lb Clams | 27/.8# Clams |
| Master Container with 18 - 8 ct. Clams | 18/8ct. Clams and net wt. of master container |
| Master Container with 20 - 6 ct. Clams | 20/6ct. Clams and net wt. of master container |
| Returnable Plastic Containers, 9kg | RPC 9kg |
| Containers with 2-layers | 2-Layers and net wt. of container |
| Euro Containers, Must include description and net wt. (i.e. Euro 2-layers, 20# ) | Type and net wt. of container |
| Any other container type/consumer pack must include the description and container net wt. | Type and net wt. of container |

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