

# UNITED STATES DEPARTMENT OF AGRICULTURE

Farm Service Agency  
Washington, DC 20250

Notice PS-722

**For:** State and County Offices, CMA's, DMA's, and LSA's

## Processing Additional Disbursements for Outstanding Crop Year 2013 Sugar Loans

**Approved by:** Deputy Administrator, Farm Programs



### 1 Overview

#### A Background

Agricultural Act of 2014 (Pub. L. 113-79) (2014 Farm Bill), Section 1614 (d) states, in part, that CCC funds shall restore any necessary reductions because of sequestration that were applicable to Subtitle B and C. Subtitle C applies to sugar loans. It was determined that CCC funds would be used to restore the 5.1 percent sequestration reduction for 2013 crop sugar loan disbursements and that the sequestration reductions will no longer be taken at loan disbursement.

Software broadcast through Information Bulletin No. 6901, on April 17, 2014, removed the 5.1 percent sequestration reduction from crop year 2013 sugar loans that had been incurred during loan making.

Additional software will be broadcast through Information Bulletin No. 7069, on August 12, 2014, that provided additional disbursement functionality for sugar loans. If requested by the borrower, an additional loan disbursement shall be issued for any **outstanding** crop year 2013 sugar loans to make up for the 5.1 percent sequestration reduction for loans processed before April 17, 2014. Additional disbursements will **not** be issued on loan amounts or receipts that have been repaid. This additional disbursement is valid for crop year 2013 sugar **only**. Processors will **not** be able to increase the quantity under loan. Additional disbursements shall **not** be issued for commodities other than sugar.

**Note:** Sugar processors who have repaid 2013 crop sugar loans may request a new loan for any sugar in which beneficial interest is maintained until the final loan availability date of September 30, 2014.

#### B Purpose

This notice provides instructions to process additional disbursements for outstanding crop year 2013 sugar loans.

Disposal Date	Distribution
October 1, 2014	State Offices; State Offices relay to County Offices, CMA's, DMA's, and LSA's

## Notice PS-722

### 1 Overview (Continued)

#### C Contact

For questions about this notice, State Offices shall contact Shayla Watson, PECD, by either of the following:

- e-mail to **shayla.watson@wdc.usda.gov**
- telephone at 202-690-0013.

### 2 Using APSS to Process Additional Disbursements for Sugar Loans

#### A Before Issuing Additional Disbursements

Before issuing an additional disbursement, County Office users **must**:

- receive a request from the sugar processor for the outstanding 2013 crop sugar loan additional disbursement
- review CCC-677 or CCC-678 for the original outstanding sugar loan and have it available during additional disbursement processing
- note any repaid amounts or receipts on CCC-500
- identify the original loan rate
- identify if the balance shall be paid to a lien holder
- perform a loan inquiry in APSS to verify the information on CCC-677, CCC-678, and CCC-500, if applicable.

#### B Issuing Additional Disbursements for Farm-Stored Sugar Loans

Follow the instructions in this table to process additional disbursements for farm-stored sugar loans.

Step	Action
1	In APSS, from the Price Support Main Menu PCA005, ENTER “ <b>2</b> ”, “Perform Loan making Functions”.
2	On Screen PCA11000, ENTER “ <b>13</b> ” for crop year and the loan number of the loan in which an additional disbursement is to be processed. PRESS “ <b>Enter</b> ”.
3	On Screen PCA11500, select sequence number of the desired loan. PRESS “ <b>Enter</b> ”.
4	On Screen PCA12000, verify that the correct producer has been selected. ENTER “ <b>N</b> ” to the question, “Is this the recording of a manually made action?”
5	Screen PCA14000 will be displayed. Verify that the loan displayed is the correct loan. Take note of the outstanding quantity and loan amount. If the correct loan is displayed, ENTER “ <b>Y</b> ” to the question, “Is this the correct loan?”

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### 2 Using APSS to Process Additional Disbursements for Sugar Loans (Continued)

#### B Issuing Additional Disbursements for Farm-Stored Sugar Loans (Continued)

Step	Action
6	<p>Screen PLB000 will be displayed. ENTER “6”, “Additional disbursment for increased loan rate”. PRESS “Enter” to continue.</p> <div style="border: 1px solid black; padding: 10px; margin: 10px 0;"> <p style="text-align: center;">COMMAND <span style="float: right;">PLB000</span></p> <p>PRICE SUPPORT - FARM STORED LOAN PROCESSING MENU</p> <p>-----</p> <p style="margin-left: 40px;">* 1. Make corrections to the non-disbursed loan.</p> <p style="margin-left: 40px;">* 2. Print loan documents.</p> <p style="margin-left: 40px;">* 3. Disburse the loan.</p> <p style="margin-left: 40px;">6. Additional disbursement for increased loan rate.</p> <p style="margin-left: 40px;">7. Convert a certified loan to a measured loan.</p> <p style="margin-left: 40px;">* 8. Cancel the saved loan.</p> <p style="margin-top: 20px;">Enter the number of your selection and press the "Enter" key.</p> <p>Cmd3=Previous Menu</p> <p>6</p> </div>
7	<p>Screen PLB11010 will be displayed. Verify that the “Quantity In Storage” and “Quantity for Loan” reflect the outstanding amounts.</p> <p><b>Note:</b> The screen will be displayed with the reduced loan rate.</p> <div style="border: 1px solid black; padding: 10px; margin: 10px 0;"> <p style="text-align: center;">001-COUNTY <span style="float: right;">PLB11010</span></p> <p>PRICE SUPPORT - LOAN MAKING <span style="float: right;">Version: AD99 05-28-14 9:25 Term U7</span></p> <p>-----</p> <p style="margin-left: 40px;">THE SUGAR SHACK <span style="float: right;">CY 13 LOAN# 1 COMM IPBS</span></p> <p>Complete the following information for each Lot:</p> <p style="margin-left: 40px;">Seal Number (This number has been preassigned by the system, enter new number to manually assign.) ....1</p> <p style="margin-left: 40px;">Quantity In Storage (Numeric) ....50,000,000</p> <p style="margin-left: 40px;">Quantity For Loan (Numeric) ....50,000,000</p> <p style="margin-left: 40px;">Loan Rate (nnn.nnnn) ....1886</p> <p style="margin-top: 20px;">Press "Enter" To Continue    Cmd3=Previous Screen    Cmd7=End Of Job</p> </div>

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## 2 Using APSS to Process Additional Disbursements for Sugar Loans (Continued)

### B Issuing Additional Disbursements for Farm-Stored Sugar Loans (Continued)

Step	Action
7 (Cntd)	<p>Update the loan rate displayed with the original loan rate.</p> <p><b>Note:</b> The loan rate initially displayed on Screen PLB11010 reflects a 5.1 percent sequestration reduction.</p> <p>PRESS “<b>Enter</b>” to continue.</p>
8	<p>Screen PLB13000 will be displayed with the new additional disbursement, “Additional Loan Amount”. If repayments have <b>not</b> been applied to the loan, the “Additional Loan Amount” will be equal to the 5.1 percent sequestration reduction initially deducted from the loan amount. PRESS “<b>Enter</b>” to continue.</p> <p><b>Notes:</b> The “Additional Loan Amount” is the calculated value representing 5.1 percent of the outstanding loan quantity. If any quantity has been repaid, the additional disbursement will be reduced.</p> <p>If the loan has <b>not</b> been repaid, the “Total Loan Amount” will show the original loan amount before applying the 5.1 percent sequestration reduction.</p> <div data-bbox="397 1054 1469 1627"> <pre> 001-COUNTY                                PLB13000 PRICE SUPPORT - LOAN MAKING              Version: AD99  05-28-14  9:29 Term U7 ----- THE SUGAR SHACK                          CY 13 LOAN#      1  COMM IPBS  Calculations determined on the following Seals:        SEAL      MORTGAGED      LOAN      LOAN      ADDITIONAL      TOTAL LOAN       NUMBER    QUANTITY    QUANTITY  RATE    LOAN AMOUNT    AMOUNT       1  50,000,000.00  50,000,000.00  .1886    480,930.00    9,430,000.00  Press "Enter" To Continue      Cmd3=Previous Screen      Cmd7=End Of Job </pre> </div>

2 Using APSS to Process Additional Disbursements for Sugar Loans (Continued)

B Issuing Additional Disbursements for Farm-Stored Sugar Loans (Continued)

Step	Action																												
9	<p>Screen PLB13505 will be displayed with the “Gross Loan Amount” and “Total Loan Amount”.</p> <p>The “Total Loan Amount” shall be equal to the “Original Loan Amount” plus the “Additional Loan Amount”. Review the calculations based on the quantity outstanding.</p> <p>Amounts in the “Original Loan Amount” column reflect the amount currently outstanding.</p> <p>The “Gross Loan Amount” and the “Total Loan Amount” rows will display the same amounts because the loan has <b>not</b> been reduced further. The “Total Loan Amount” in the far right column <b>must</b> be the sum of the “Original Loan Amount” and the “Additional Loan Amount” columns.</p> <p>PRESS “<b>Enter</b>” to continue.</p> <table><tr><th colspan="2">001-COUNTY</th><th colspan="2">PLB13505</th></tr><tr><td colspan="2">PRICE SUPPORT - LOAN MAKING</td><td colspan="2">Version: AD99 05-28-14 9:49 Term U7</td></tr><tr><td colspan="2">-----</td><td colspan="2">-----</td></tr><tr><td>THE SUGAR SHACK</td><td></td><td>CY 13 LOAN#</td><td>1 COMM IPBS</td></tr><tr><td></td><td>ORIGINAL LOAN AMOUNT</td><td>ADDITIONAL LOAN AMOUNT</td><td>TOTAL LOAN AMOUNT</td></tr><tr><td>Gross Loan Amount</td><td>8,949,070.00</td><td>480,930.00</td><td>9,430,000.00</td></tr><tr><td>Total Loan Amount</td><td>8,949,070.00</td><td>480,930.00</td><td>9,430,000.00</td></tr></table> <p>Press "Enter" To Continue      Cmd3=Previous Screen      Cmd7=End Of Job</p>	001-COUNTY		PLB13505		PRICE SUPPORT - LOAN MAKING		Version: AD99 05-28-14 9:49 Term U7		-----		-----		THE SUGAR SHACK		CY 13 LOAN#	1 COMM IPBS		ORIGINAL LOAN AMOUNT	ADDITIONAL LOAN AMOUNT	TOTAL LOAN AMOUNT	Gross Loan Amount	8,949,070.00	480,930.00	9,430,000.00	Total Loan Amount	8,949,070.00	480,930.00	9,430,000.00
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### 2 Using APSS to Process Additional Disbursements for Sugar Loans (Continued)

#### B Issuing Additional Disbursements for Farm-Stored Sugar Loans (Continued)

Step	Action
10	<p>Verify the loan details on Screen PLB13510.</p> <p>The “Mortgaged Quantity” is the total quantity originally placed under loan. The “Loan Quantity” is the actual outstanding quantity. If repayments have been made, the quantity will be reduced by the repaid quantity. The “Loan Amount” is the outstanding dollar amount.</p> <p><b>Note:</b> The “Additional Disbursement Amount” will be the payable due to the applicable processor. This amount will be passed to NPS. Additional service fees will <b>not</b> be deducted.</p> <p>PRESS “<b>Enter</b>” to continue.</p> <div style="border: 1px solid black; padding: 10px; margin: 10px 0;"> <pre> 001- COUNTY                                PLB13510 PRICE SUPPORT - LOAN MAKING                Version: AD99  06-10-14 12:10 Term U7 ----- THE SUGAR SHACK                            CY 13 LOAN#      1  COMM IPBS  Mortgaged Quantity                        80,000,000.00 Loan Quantity                            80,000,000.00 Additional Loan Quantity                    0.00 Total Loan Quantity                       80,000,000.00  Loan Amount                              14,318,512.00 Additional Loan Amount                     769,488.00 Total Loan Amount                        15,088,000.00  Disbursement Amount                       14,318,452.00 Additional Disbursement Amount             769,488.00 Total Disbursement Amount                15,087,940.00  Press "Enter" To Continue    Cmd3=Previous Screen    Cmd7=End Of Job </pre> </div>
11	On Screen PLA005, ENTER “1”, “Print loan documents and disburse check”. Users will <b>not</b> be able to save the loan at this point. PRESS “ <b>Enter</b> ” to continue.
12	Continue through the alternate payee functions on Screen PLD12500 in the normal manner. Review the loan folder to determine how the payable is to be disbursed.

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### 2 Using APSS to Process Additional Disbursements for Sugar Loans (Continued)

#### B Issuing Additional Disbursements for Farm-Stored Sugar Loans (Continued)

Step	Action
13	<p>On Screen PLA13005, enter:</p> <ul style="list-style-type: none"> <li>• date of lien search</li> <li>• original loan approval date</li> <li>• response to the question, “Is the producer or co-producer delinquent on any federal non-tax debt?”</li> <li>• response to the question, “Do you wish to complete this process?”</li> </ul> <p>PRESS “<b>Enter</b>” to complete the loan in the normal manner.</p> <p><b>Important:</b> New signatures <b>must</b> be obtained on CCC-677.</p>
14	Certify and sign the payment in NPS according to 1-FI.

#### C Issuing Additional Disbursements for Warehouse-Stored Sugar Loans

Follow the instructions in this table to process additional disbursements for warehouse-stored sugar loans.

Step	Action
1	In APSS, from the Price Support Main Menu PCA005, ENTER “ <b>2</b> ”, “Perform Loan making Functions”.
2	On Screen PCA11000, ENTER “ <b>13</b> ” for crop year and the loan number of the loan in which an additional disbursement is to be processed. PRESS “ <b>Enter</b> ”.
3	On Screen PCA11500, select sequence number of desired loan. PRESS “ <b>Enter</b> ”.
4	On Screen PCA12000, verify that the correct producer has been selected. ENTER “ <b>N</b> ” to the question, “Is this the recording of a manually made action?”
5	Screen PCA14000 will be displayed. Verify that the loan displayed is the correct loan. Take note of the outstanding quantity and loan amount. If the correct loan is displayed, ENTER “ <b>Y</b> ” to the question, “Is this the correct loan?”

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### 2 Using APSS to Process Additional Disbursements for Sugar Loans (Continued)

#### C Issuing Additional Disbursements for Warehouse-Stored Sugar Loans (Continued)

Step	Action
6	<p>Screen PLC000 will be displayed. ENTER “4”, “Additional disbursement for increased loan rate”. PRESS “Enter” to continue.</p> <div style="border: 1px solid black; padding: 10px; margin: 10px 0;"> <p>COMMAND <span style="float: right;">PLC000</span></p> <p>PRICE SUPPORT - WAREHOUSE STORED LOAN PROCESSING MENU</p> <hr style="border-top: 1px dashed black;"/> <p style="margin-left: 40px;">* 1. Make corrections to the non-disbursed loan.</p> <p style="margin-left: 40px;">* 2. Print loan documents.</p> <p style="margin-left: 40px;">* 3. Disburse the loan.</p> <p style="margin-left: 80px;">4. Additional disbursement for increased loan rate.</p> <p style="margin-left: 80px;">5. Additional disbursement for previously deducted storage.</p> <p style="margin-left: 40px;">* 6. Cancel the saved loan.</p> <p style="margin-top: 20px;">Enter the number of your selection and press the "Enter" key.</p> <p>Cmd3=Previous Menu</p> <p>4 <span style="border: 1px solid black; display: inline-block; width: 10px; height: 10px; vertical-align: middle;"></span></p> </div>
7	<p>Screen PLC11500 will be displayed with the warehouse code used when the loan was created. Enter the:</p> <ul style="list-style-type: none"> <li>• State code</li> <li>• county code</li> <li>• original loan rate.</li> </ul> <p>PRESS “Enter” to continue.</p> <div style="border: 1px solid black; padding: 10px; margin: 10px 0;"> <p style="text-align: center;">001-COUNTY <span style="float: right;">PLC11500</span></p> <p>PRICE SUPPORT - LOAN MAKING <span style="float: right;">Version: AD99 06-02-14 11:06 Term 1</span></p> <hr style="border-top: 1px dashed black;"/> <p style="text-align: right;">CY 13 LOAN# 2 COMM BSUG</p> <p style="margin-top: 40px; margin-left: 80px;">Warehouse Code 71044 State Code 01 County Code 001</p> <p style="margin-top: 20px; margin-left: 120px;">Loan Rate .2358 <span style="border: 1px solid black; display: inline-block; width: 10px; height: 10px; vertical-align: middle;"></span></p> <p style="margin-top: 20px;">Press "Enter" To Continue Cmd7=End Of Job</p> </div>



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## 2 Using APSS to Process Additional Disbursements for Sugar Loans (Continued)

### C Issuing Additional Disbursements for Warehouse-Stored Sugar Loans (Continued)

Step	Action																																																		
8	<p>Receipts that have <b>not</b> been repaid will be displayed on Screen PLC11600. Verify that the “Loan Quantity” times “Loan Rate” equals the “Total Loan Amount” per receipt.</p> <p>PRESS “<b>Enter</b>” to continue.</p> <p><b>Notes:</b> Screen PLC11600 displays 5 receipts at a time. If there are more receipts, a message will be displayed at the bottom of the screen stating, “There are more Receipts to be displayed. Please press “Enter”.” Screen PLC11600 will be redisplayed if there are more than 5 receipts included in the loan.</p> <p>Receipts that have been repaid will <b>not</b> be displayed on Screen PLC11600 and will <b>not</b> be part of the additional disbursement calculation.</p> <p>This example includes 15 receipts.</p> <table><tr><th colspan="2">001-COUNTY</th><th colspan="2">PLC11600</th></tr><tr><td colspan="2">PRICE SUPPORT - LOAN MAKING</td><td colspan="2">Version: AD99 06-02-14 11:09 Term U</td></tr><tr><td colspan="2">-----</td><td colspan="2">-----</td></tr><tr><td colspan="2">THE SUGAR SHACK</td><td>CY 13 LOAN#</td><td>2 COMM BSUG</td></tr><tr><td colspan="4">Loan calculations determined for the following receipts:</td></tr><tr><td>RECEIPT NUMBER</td><td>LOAN QUANTITY</td><td>LOAN RATE</td><td>ADDITIONAL LOAN AMOUNT</td><td>TOTAL LOAN AMOUNT</td></tr><tr><td>22700701</td><td>1,000,000.00</td><td>.2358</td><td>12,025.80</td><td>235,800.00</td></tr><tr><td>22700702</td><td>1,000,000.00</td><td>.2358</td><td>12,025.80</td><td>235,800.00</td></tr><tr><td>22700703</td><td>1,000,000.00</td><td>.2358</td><td>12,025.80</td><td>235,800.00</td></tr><tr><td>22700704</td><td>1,000,000.00</td><td>.2358</td><td>12,025.80</td><td>235,800.00</td></tr><tr><td>22700705</td><td>1,000,000.00</td><td>.2358</td><td>12,025.80</td><td>235,800.00</td></tr></table> <p>Press "Enter" To Continue      Cmd3=Previous Screen      Cmd7=End Of Job</p> <p>There are more Receipts to be displayed. Please press "Enter".</p>	001-COUNTY		PLC11600		PRICE SUPPORT - LOAN MAKING		Version: AD99 06-02-14 11:09 Term U		-----		-----		THE SUGAR SHACK		CY 13 LOAN#	2 COMM BSUG	Loan calculations determined for the following receipts:				RECEIPT NUMBER	LOAN QUANTITY	LOAN RATE	ADDITIONAL LOAN AMOUNT	TOTAL LOAN AMOUNT	22700701	1,000,000.00	.2358	12,025.80	235,800.00	22700702	1,000,000.00	.2358	12,025.80	235,800.00	22700703	1,000,000.00	.2358	12,025.80	235,800.00	22700704	1,000,000.00	.2358	12,025.80	235,800.00	22700705	1,000,000.00	.2358	12,025.80	235,800.00
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### 2 Using APSS to Process Additional Disbursements for Sugar Loans (Continued)

#### C Issuing Additional Disbursements for Warehouse-Stored Sugar Loans (Continued)

Step	Action
9	<p>After all outstanding receipts have been verified, Screen PLC12000 will be displayed. Verify that the “Additional Loan Amount” is the sum of all calculated additional loan amounts from Screen PLC11600.</p> <p>Do <b>not</b> enter a service fee.</p> <p>PRESS “<b>Enter</b>” to continue.</p> <div style="border: 1px solid black; padding: 10px; margin-top: 10px;"> <pre>                                 001- COUNTY                PLC12000 PRICE SUPPORT - LOAN MAKING          Version: AD99  06-02-14 11:11 Term ----- THE SUGAR SHACK                      CY 13 LOAN#        2 COMM BSUG  The figures below are the total calculation for the loan:        Loan Quantity                      15,000,000.00        Loan Amount                       3,356,613.00       Additional Loan Amount             180,387.00       Total Loan Amount                   3,537,000.00  Please enter the following information:        Service Fees                       █.....  Press "Enter" To Continue      Cmd3=Previous Screen      Cmd7=End Of Job </pre> </div>

# Notice PS-722

## 2 Using APSS to Process Additional Disbursements for Sugar Loans (Continued)

### C Issuing Additional Disbursements for Warehouse-Stored Sugar Loans (Continued)

Step	Action																																				
10	<p>Screen PLC12005 will be displayed with the “Gross Loan Amount” and “Total Loan Amount”.</p> <p>The “Total Loan Amount” shall be equal to the “Original Loan Amount” plus the “Additional Loan Amount”. Review the calculations based on the quantity outstanding.</p> <p>Amounts in the “Original Loan Amount” column reflect the amount currently outstanding.</p> <p>The “Gross Loan Amount” and the “Total Loan Amount” rows will display the same amounts because the loan has <b>not</b> been reduced further. The “Total Loan Amount” in the far right column must be the sum of the “Original Loan Amount” and the “Additional Loan Amount” columns.</p> <p>PRESS “<b>Enter</b>” to continue.</p> <table><tr><th colspan="2">001 - COUNTY</th><th colspan="2">PLC12005</th></tr><tr><td colspan="2">PRICE SUPPORT - LOAN MAKING</td><td colspan="2">Version: AD99 06-02-14 11:16 Term U</td></tr><tr><td colspan="2">-----</td><td colspan="2">-----</td></tr><tr><td>THE SUGAR SHACK</td><td></td><td>CY 13 LOAN#</td><td>2 COMM BSUG</td></tr><tr><td></td><td>ORIGINAL LOAN AMOUNT</td><td>ADDITIONAL LOAN AMOUNT</td><td>TOTAL LOAN AMOUNT</td></tr><tr><td>Gross Loan Amount</td><td>3,356,613.00</td><td>180,387.00</td><td>3,537,000.00</td></tr><tr><td>Total Loan Amount</td><td>3,356,613.00</td><td>180,387.00</td><td>3,537,000.00</td></tr><tr><td colspan="4">Research and Promotion Fee</td></tr><tr><td colspan="4">Press "Enter" To Continue      Cmd3=Previous Screen      Cmd7=End Of Job</td></tr></table>	001 - COUNTY		PLC12005		PRICE SUPPORT - LOAN MAKING		Version: AD99 06-02-14 11:16 Term U		-----		-----		THE SUGAR SHACK		CY 13 LOAN#	2 COMM BSUG		ORIGINAL LOAN AMOUNT	ADDITIONAL LOAN AMOUNT	TOTAL LOAN AMOUNT	Gross Loan Amount	3,356,613.00	180,387.00	3,537,000.00	Total Loan Amount	3,356,613.00	180,387.00	3,537,000.00	Research and Promotion Fee				Press "Enter" To Continue      Cmd3=Previous Screen      Cmd7=End Of Job			
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## Notice PS-722

### 2 Using APSS to Process Additional Disbursements for Sugar Loans (Continued)

#### C Issuing Additional Disbursements for Warehouse-Stored Sugar Loans (Continued)

Step	Action
11	<p>Verify the loan details on Screen PLC12010.</p> <p>The “Loan Quantity” is the actual outstanding quantity. If repayments have been made, the quantity will be reduced by the quantity from repaid receipts. The “Loan Amount” is the outstanding dollar amount.</p> <p><b>Note:</b> The “Additional Disbursement Amount” will be the payable due to the applicable processor. This amount will be passed to NPS. Additional service fees must <b>not</b> be deducted.</p> <p>PRESS “<b>Enter</b>” to continue.</p> <div style="border: 1px solid black; padding: 10px; margin: 10px 0;"> <pre>                                 001- COUNTY                      PLC12010 PRICE SUPPORT - LOAN MAKING          Version: AD99  06-02-14 11:18 Term ----- THE SUGAR SHACK                      CY 13 LOAN#          2 COMM BSUG  Loan Quantity                        15,000,000.00  Loan Amount                          3,356,613.00 Additional Loan Amount                180,387.00 Total Loan Amount                    3,537,000.00  Disbursement Amount                  3,356,553.00 Additional Disbursement Amount        180,387.00 Total Disbursement Amount             3,536,940.00  Press "Enter" To Continue      Cmd3=Previous Screen      Cmd7=End Of Job </pre> </div>
12	On Screen PLA005, ENTER “1”, “Print loan documents and disburse check”. Users will <b>not</b> be able to save the loan at this point. PRESS “ <b>Enter</b> ” to continue.
13	Continue through the alternate payee functions on Screen PLD12500 in the normal manner. Review the loan folder to determine how the payable is to be disbursed.

## Notice PS-722

### 2 Using APSS to Process Additional Disbursements for Sugar Loans (Continued)

#### C Issuing Additional Disbursements for Warehouse-Stored Sugar Loans (Continued)

Step	Action
14	<p>On Screen PLA13005, enter:</p> <ul style="list-style-type: none"><li>• date of lien search</li><li>• original loan approval date</li><li>• response to the question, “Is the producer or co-producer delinquent on any federal non-tax debt?”</li><li>• response to the question, “Do you wish to complete this process?”</li></ul> <p>PRESS “<b>Enter</b>” to complete the loan in the normal manner.</p> <p><b>Important:</b> New signatures <b>must</b> be obtained on CCC-678.</p>
15	Certify and sign the payment in NPS according to 1-FI.

**3 Action**

**A State Office Action**

State Offices shall immediately ensure that County Offices are aware of the contents of this notice.

**B County Office Action**

County Offices shall immediately notify sugar processors by any means available of the contents of this notice.