### UNITED STATES DEPARTMENT OF AGRICULTURE

Farm Service Agency Washington, DC 20250

For: State and County Offices, Peanut CMA's, and DMA's

#### Processing Peanut EWR's and Preprocessed Files Using FSA's Web-Based EWR System

Approved by: Deputy Administrator, Farm Programs

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### 1 Overview

#### A Background

The peanut EWR software was migrated to FSA's web-based EWR system beginning with crop year (CY) 2009. FSA's web-based EWR system provides functionalities needed to process EWR's for price support and has the ability to handle peanut and rice EWR's. The EWR system can be accessed by authorized FSA employees using their eAuthentication user ID and password.

Peanut EWR's shall continue to be issued by warehouses for producers through a single peanut EWR provider, "EWR, Inc."

**Note:** Paper warehouse receipts are acceptable for requesting peanut MAL's and will be processed according to applicable Price Support handbooks and notices.

### **B** Purpose

This notice provides instructions for the following:

- processing peanut EWR's for MAL and electronic Loan Deficiency Payments (eLDP's) using FSA's web-based EWR system
- handling preprocessed files submitted by peanut DMA's to their service County Office.

Disposal Date	Distribution
February 1, 2015	State Offices; State Offices relay to County Offices, Peanut CMA's, and DMA's

### 2 General Information

### A Definitions [7 CFR 735.3]

<u>Central Filing System (CFS)</u> means an electronic system operated and maintained by a provider, as a disinterested third party authorized by DACO, where information relating to warehouse receipts, U.S. Warehouse Act (USWA) documents, and other electronic documents are recorded is maintained in a confidential and secure fashion independent of any outside influence or bias in action or appearance.

<u>Electronic Warehouse Receipts (EWR's)</u> means a warehouse receipt authorized by DACO to be issued or transmitted under the USWA in the form of an electronic documents.

<u>Provider</u> means a person authorized by DACO, as a disinterested third party, that maintains one or more confidential and secure electronic systems independent of any outside influence or bias in action or appearance.

<u>Holder</u> means a person that has possession in fact or by operation of law of a warehouse receipt, USWA electronic documents, or any electronic document.

### **B** Functionalities

FSA's web-based EWR system shall be used by County Offices when producers apply for MAL or LDP using EWR's. FSA's web-based EWR system:

- allows County Office to:
  - download peanut EWR's from the provider's central filing system (CFS)
  - transfer peanut EWR data to APSS to complete the loanmaking process or eLDP to complete the LDP request
  - release peanut EWR's when loans are liquidated
  - electronically transfer EWR's to 1 of the following:
    - previous holder, if EWR does not pass validation
    - new holders, after the loan is repaid
    - KCCO at forfeiture
- eliminates entering paper warehouse receipt-related data needed to complete price support MAL in APSS or LDP in eLDP system
- allows DMA service County Office to handle the preprocessed files submitted by DMA's when requesting MAL or LDP.

### 2 General Information (Continued)

### **C** Transaction Types

FSA's web-based EWR system provides the following transaction capabilities to authorized users.

Transaction Type	Transaction Code
Download EWR for price support.	DPS
Release EWR to new EWR holder.	RPS
Reset EWR to predownload status.	UPS
Reset EWR downloaded for LDP in error.	ULD
View EWR information.	RRI
Transmit price support information to the provider's CFS.	IPS

Additionally, FSA's web-based EWR system allows DMA service County Offices to accept and process preprocessed DMA files to be used to process MAL's or eLDP's.

#### **3** Responsibilities

#### **A Producer Responsibilities**

The producer shall:

- deliver the commodity to the warehouse operator
- instruct the warehouse to issue peanut EWR as "loanable", if producer intends to apply for price support benefits

**Note:** A "loanable" indicator indicates whether EWR can be used to request price support benefits and does **not** make CCC the holder of EWR, but enables CCC to access EWR when the producer applies for price support benefits.

• obtain a list of EWR's.

Note: At a minimum, the EWR list shall include:

- producer name
- warehouse code
- commodity type
- commodity class
- EWR number
- State where the peanuts were inspected.

### **3 Responsibilities (Continued)**

#### **B** Warehouse Responsibilities

The warehouse shall:

- accept the commodity delivered by the producer
- subscribe to a provider system approved to issue peanut EWR's
- issue, transfer, and cancel EWR's through the selected provider.

**Note:** EWR's **must** be issued through the provider CFS according to the Provider Agreement with DACO.

### **C** Provider Responsibilities

The provider shall:

- enter into a Provider Agreement with DACO
- maintain EWR's on behalf of the warehouses
- handle and maintain EWR's in CFS in a secure manner
- enter into an agreement with CCC on handling EWR data used to obtain price support benefits
- implement instructions issued by the authorized holder of EWR's
- contact Dan Schofer, at 202-690-2434, with questions on EWR provider responsibilities.

### **3 Responsibilities (Continued)**

### **D** FSA County Office Responsibilities

County Offices shall use FSA's web-based EWR system to:

- download and process EWR's for price support activity
- verify that the downloaded EWR that goes with the loan/eLDP request meets the loan/eLDP criteria
- transfer EWR's to APSS to complete the loan application
- transfer EWR to eLDP system to complete LDP request
- release EWR to the authorized holder at liquidation
- return EWR to the provider's CFS, when applicable

Note: See paragraph 8 for reasons for returning EWR's.

- print "printer-friendly pages" to file in the producer's loan/eLDP folder
- complete loan/eLDP applications using EWR's
- record liquidation transactions associated with loan in APSS **before** releasing EWR
- handle preprocessed DMA file, if applicable.

### 4 Using FSA's Web-Based EWR System

## A Accessing FSA's Web-Based EWR System

The following table provides steps to access FSA's web-based EWR system.

Step	Ac	ction					
1	Access the FSA Intranet Home Page at <b>http://intranet.fsa.usda.gov/fsa/applications.asp</b> . The Applications Page will be displayed.						
2	Under <b>Applications Directory</b> , CLICK " <b>D-F</b> " to display the applications starting with letters D to F, then CLICK " <b>EWR</b> – <b>Electronic Warehouse Receipts</b> ".						
	<b>Note:</b> The application will be displayed under " <b>My Applications List</b> ", if it has already been added to the list by the user.						
3	The following eAuthentication Login Screen will be displayed to enter the appropriate credentials. Login.						
	eAuthentication Login						
	LincPass (PIV) ?	User ID & Password ?					
	CLICK HERE TO LOG IN WITH YOUR LincPass (PIV) User ID: Password: I forgot my User ID   Pass REGISTER LOGIN Change my Pass						
	Note: Information on security operations at https://www.eauth.usda.gov/n	s, including eAuthentication, can be found					

### 4 Using FSA's Web-Based EWR System (Continued)

### **B** Initial "View Receipts" Selection Option

After completing the eAuthentication login process, the following Screen EWR010, State, County, Commodity and Crop Year Selection Screen will be displayed. Under the EWR Applications Menu, the "**View Receipts**" option allows users to view EWR's for a specific commodity and CY, **before** accessing other EWR processing functions.

Select the applicable "**Commodity**" and "**Crop Year**" from the drop-down list options associated with the EWR to view and CLICK "**Submit**".

USDA United States Department of Apricut							PELECTRONIC WAREHOUSE RECEIPTS	
Ton - A	STAL			-		a dra		
		EWR Home	About EWR	Help	Contact Us	Exit EWR	Logout of eA	Auth
EWR Applications		State Co	unty, Commodit	v and Cr	on Vear Selec	tion		~
View Receipts	State : Mississippi - 28		anty, commodit		ty : Leflore - 083			
	Commodity:	Sel	ect a commodity 🛩					
	Crop Year:	201	4 🗸					
		C	Submit					10
	S	iew Receipts can b tate, County, Comr a the left navigation	e selected now fro nodity, and Crop Yo n menu.	m the left i ear selection	navigation menu. ons need to be sub	mitted before oth	er links will appe	ar

The following Screen EWR010 will be redisplayed to enter additional information.

USDA United States Department of Agriculture Farm Service Agency		ELECTRONO WARKHOUSE RECEPTS
	EWR Home Abo	Sut EWR Help Contact Us Exit EWR Logout of eAuth
EWR Applications View Receipts View Report	V State : Mississippi - 28 Commodity : Peanuts - All State: County: Commodity: Crop Year: Warehouse Code: Receipt Number: File Sequence Number	Image: Selection         County : Leflore - 083         Crop Year : 2014         Mississippi (26)         Leflore (083)         Leflore (083)         2014         Select a warehouse of         (Optional with warehouse Code)         Select a file sequence number         Submit       Cancel
	Screen Id : EWR010	

**Note:** Under the EWR Applications Menu, additional menu options will be displayed based on the security role of the user.

### 4 Using FSA's Web-Based EWR System (Continued)

### **B** Initial "View Receipts" Selection Option (Continued)

The user can elect to:

• continue by completing the information on Screen EWR010, and clicking "Submit"

Notes: For peanuts, the commodity selections are as follows:

- "Peanuts-ALL"
- "Peanuts-RUN
- "Peanuts-SPE
- "Peanuts-SPW
- "Peanuts-VAL
- "Peanuts-VIR.

Other commodity selections are applicable to rice EWR's. See paragraph 9 for additional information on the "**View Receipts**" option.

• select another option under the EWR Applications Menu.

**Note:** CLICK "**Change State, County, Commodity and Crop Year**" to perform other EWR functions.

#### C State, County, Commodity, and CY Selections

Under the EWR Applications Menu, CLICK "**Change State, County, Commodity and Crop Year**", to select the applicable State, county, peanut type, and CY to process, and CLICK "**Submit**", and the following Screen EWR000, Welcome to the Electronic Warehouse Receipts Program Screen will be displayed.

Usba United States Department of Agriculture Farm Service Agency							ELECTRONIC WERCHOUSE RECEIPTS
AN TO ALL			-	-		S. I.C.	210
		EWR Home	About EWR	Help	Contact Us	Exit EWR	Logout of eAuth
EWR Applications		Elec	tronic Warehou	use Rec	eipts Program		
Request Receipts Send Receipts	State : Mississippi - 28				County : Leflo	re - 083	
to APSS Release Receipts View Receipts Change State, County, Commodity and Crop Year	Commodity : Peanuts -	RUN			Crop Year: 20	014	
			to the Electronic select an action f				
	Screen Id : EWR000						

Multi-county users, including County Offices acting as CMA or DMA service County Office, shall use the "Change State, County, Commodity and Crop Year" option to switch to the applicable County Office.

### 4 Using FSA's Web-Based EWR System (Continued)

### **D EWR** Applications Menu

The EWR Applications Menu on the left provides the following options:

- "Request Receipts"
- "Send Receipts to APSS"
- "Release Receipts"
- "View Receipts"
- "Change State, County, Commodity and Crop Year"
- "DMA Upload", if applicable.

**Note:** The "**DMA Upload**" option will **only** be available to peanut DMA service County Offices.

### 5 "Request Receipts" Option

### A General Information

Producers requesting loans or eLDP's shall provide the County Office with basic loan or eLDP requirements and the following information associated with the loan/eLDP request:

- producer name
- warehouse code
- commodity type
- commodity class
- list of EWR numbers
- State where inspected (for warehouse-stored loan request **only**).

Note: The ACRE program is not applicable to CY 2014 and subsequent CY's.

Notices LP-2199 and PS-724 provide additional information on CY 2014 MAL and LDP policies and procedures.

## **B** Processing Request Receipts

The following table provides steps for requesting EWR's.

ipts" to request EWR
ng is an example of a
unty : Lefore - 083
<b>P Year</b> : 2014
00.0
R
celpts" below. If not select "Submit"
Change State, County,
raph 4 C and choose the
-
iired data.
request, but does not
in SCIMS.
com the drop-down list.
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#### **C** Request Receipts Results

The following Request Receipts Results Screen will be displayed with EWR data retrieved from the applicable provider's system.

SDA Farm Service Agency										ELECTRO I	,#1
	357		WR H	ome Abou	t EWR	Help G	contact Us	Exit EV	/R	Logout	of eAt
EWR Applications				R	equest R	tecelpts Re	sults				
Receipts Send Receipts to APSS Release Receipts View Receipts Change State, County, Commodity	Warehouse Code: 72055		County: Lefore-033 Producer Name: Ur. Peanut Commodity: PEANUTS		CropYear: 2014 Provider Name: EVIR Inc. Commodity Class: Runner		File Sequence Numberi EV License Type: US Unit of Measure: TN				
			Receipt Number	Producer Name on Receipt	Current Holder Name10	Current Holder As of	Previous Holder Name 10	farm Number	Grade	Storage Paid Thru	Weight
nd Crop Year	Return Re	ceipt	27999	PEANUT FARMS	hi county attice / Coococi	09/01/2014	ABC WHSEAMOND	720	•	06/30/2015	23.92
		Total Valid Receipts: 1 Total Weight: 23.92									
	Receipt Number	Reason								e Seq Rum	
		Total Receipts Returned: 0									
	Receipts re	quested. P	'lease prir	t using "Printer F		r" below before Friendly Page	selecting an acti	on from the I	et ne	ev.	
	Screen Id : I	EWR022									

The upper portion of the Request Receipts Results Screen will display the:

- data submitted with the request, according to subparagraph A, and the provider's name, license type, and unit of measure
- file sequence number (FSN) assigned to the request.
- **Note:** FSA's Web-Based EWR System assigns an 8-character alphanumeric FSN according to the following table.

Position	Format	Description	Comments
1-2	EW	Indicates that the	Constant indicator assigned to all EWR
		file has EWR.	requests.
3	A to Z	CY indicator.	Starts with "A" for CY 2007 and is
			incremented by 1 for subsequent CY's;
			CY 2014 shall be assigned the letter "H".
4-8	Number	Numeric file	Starts with "00001" each CY.
		sequence counter.	
Note: Se	e Exhibit (	l for the DMA prepro	cessed file naming system.

#### **C** Request Receipts Results (Continued)

The lower portion of the Request Receipts Results Screen will display a Report of Requested Receipts that list valid EWR's, EWR's with errors, and the corresponding error description, if applicable. A Report of Requested Receipts, "**Printer Friendly Page**" option, will be displayed. Print the Report of Requested Receipts and file it in the loan folder.

State: Mississippi-28 County: Lefl			ore-083	CropYear: 2014	File Sequence Number: EWH00012					
Varehouse C	house Code: 72123 Producer Name: JOHN DOE Provider Name: EWR, Inc.			License Type: US						
ayment Typ	e: Loan using EWR	using EWR Commodity: PEANUTS Commodity Class: Runner Unit of Measure: TN		TN						
Receipt Number	Producer Name on Receipt	Current Holde Name/ID	r Current Holde As of	Previous Hold	ler Name/ID	Farm Number	Grade	Storage Paid Thru	Weigh	
00001368	JOHN DOE	CCC - Kansas City/C00000001	09/45/2014	COOPERATIVE/C00000120			1	06/30/2015	12345.6	
			Total Va	lid Receipts: 1			Total	Weight: 12,	345.6	
	Receipt Number		Reason	Code		Reason	Descri	ption		
			Total Rece	ipts Returned:	: 0					

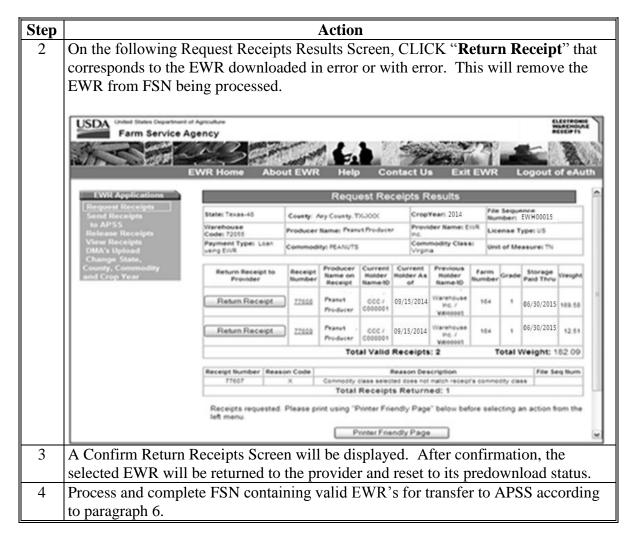
### **D** Validating Requested EWR's

Review the results of the request for accuracy and consistency with the loan or eLDP application submitted by the producer according to the criteria in subparagraph A.

The following table provides steps to validate individual EWR's.

Step	Action						
1	In the " <b>Receipt Number</b> " column, click the applicable EWR number to display the						
	detail EWR data.						
	<b>Note:</b> EWR data is available with the " <b>Printer Friendly Page</b> " option.						
	IF	THEN go to step					
	all EWR's are valid	4.					
	at least 1 EWR was downloaded in error	2.					

### **D** Validating Requested EWR's (Continued)



#### 6 "Send Receipts to APSS" Option

### A General Information

The requested EWR's shall be identified by FSN and can be transferred to APSS to process the:

- loan request of the producer
- re-entry of a corrected loan.

### 6 "Send Receipts to APSS" Option (Continued)

#### **A** General Information (Continued)

Files that have been transferred to APSS **must** be used to process loans on the **same day** the file was transferred or the files will have to be resent to APSS to be available for processing in APSS.

**Note:** All LDP requests must be processed using the eLDP system. See paragraph 12 for instructions on handling EWR for eLDP request.

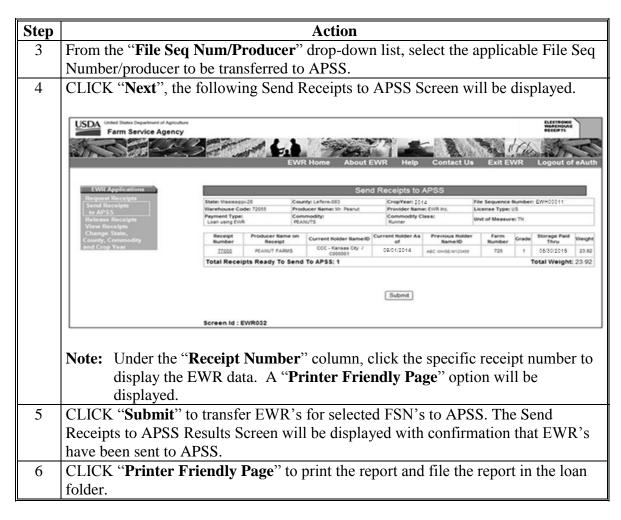
#### **B** Search for EWR's to Send to APSS

Files containing EWR's that have been requested successfully may be transferred to APSS according to the following table.

Step	Action
1	Under the EWR Applications Menu, CLICK "Send Receipts to APSS" to transfer the preprocessed file to APSS. The following Search Receipts to Send to APSS Screen will be displayed.
	EWR Home About EWR Help Contact Us Exit EWR Logout of eAuth EWR Applications Search Receipts To Send To APSS
	State : Mississippi - 28     County : Lefore - 083       to APSS     Commodity : Pearuts - RUN     Crop Year : 2014       Release Receipts     File Selection Criteria     O All Files © New Files       View Receipts     File Seq. No/Producer     EWH00003-Peanut *
	Next Screen Id : EWR030
2	Click either of the following options, as applicable, to select the appropriate " <b>File Selection Criteria</b> ":
	• "All Files", the list of all FSN's processed will be displayed, including preprocessed files that were previously transferred to APSS
	Note: When "All Files" is selected, preprocessed DMA files uploaded using DMA's upload (paragraph 11) will be displayed.
	• " <b>New Files</b> ", the list of all FSN's processed that have <b>not</b> been previously transferred to APSS will be displayed.

### 6 "Send Receipts to APSS" Option (Continued)

### **B** Search for EWR's to Send to APSS (Continued)



### 7 Handling Preprocessed Data in APSS

#### A Warehouse-Stored Loans Using Preprocessed Data

EWR's included in the preprocessed file that have been transferred to APSS are ready to be used to process warehouse-stored loan applications. The following table provides steps for loan making.

Step	Action							
1	On System 36/AS400, APSS, Price Support Main Menu, PCA005, ENTER "2",							
	"Perform Loan Making Functions", and PRESS "Enter".							
2	Perform the normal loan and producer identification and verification routines.							

## 7 Handling Preprocessed Data in APSS (Continued)

## A Warehouse-Stored Loans Using Preprocessed Data (Continued)

Step	Action							
3	From the Price Support - Loan Making Menu, PLA000, ENTER "9", "Warehouse Peanut Loans Using Preprocessed Data", and PRESS "Enter".							
	This is an example of Screen PLA000.							
	COMMAND PLA000 M0 PRICE SUPPORT - LOAN MAKING MENU							
	<ol> <li>Farm Stored Regular Certified</li> <li>Farm Stored Regular Measured</li> <li>Farm Stored Reserve</li> <li>Warehouse Stored Regular</li> </ol>							
	<ul> <li>4. Warehouse stored Regular</li> <li>* 5. Warehouse Stored Reserve</li> <li>6. Distress Certified</li> <li>7. Distress Measured</li> </ul>							
	<ol> <li>Form A Cotton Loans Using Preprocessed Bale Data</li> <li>9. Warehouse Peanut Loans Using Preprocessed Data</li> <li>10. Warehouse Rice Loans Using Preprocessed Data</li> </ol>							
	Enter the number of your selection and press the "Enter" key. Cmd3=Previous Menu							
4	The following Screen PLC09500 will be displayed. Enter FSN of the peanut preprocessed file that was transferred to APSS, which will be used to process the loan.							
	832-PEANUT MKTG LOAN SERV         PLC09500           PRICE SUPPORT - LOAN MAKING         Version: AB32 08-29-14         3:17 Term IY           PEANUT PRODUCER         CY         LOANN#         COMM							
	Enter file name for peanut data EWH00003							
	Press "Enter" To Continue Cmd7=End Of Job							

## 7 Handling Preprocessed Data in APSS (Continued)

### A Warehouse-Stored Loans Using Preprocessed Data (Continued)

Step	Action							
5	PRESS "Enter". The producer's name associated with the transferred peanut EWR							
	preprocessed file will be displayed.							
6	ENTER " <b>Y</b> " or " <b>N</b> " to the question, " <b>Is this the correct file?</b> "							
	<b>Note:</b> The producer name displayed after answering the question may <b>not</b> exactly match the SCIMS name and address record. APSS will process the loan for the person/entity displayed on the upper left hand corner of the screen and <b>not</b> the name shown on the completed preprocessed EWR file.							
7	Continue with the warehouse-stored loan-making process according to Notice							
	PS-724. Verify the prefilled information on the screen when completing the							
	loanmaking process.							

APSS does **not** allow prefilled data to be edited. This table provides guidance on handling EWR's with errors or EWR's downloaded in error.

IF EWR errors are detected	THEN
and loan involves	THEN
one EWR	• discontinue the loan-making process
	• access FSA's web-based EWR system
	<ul> <li>release EWR with error to the provider according to paragraph 8 using Reason Code "5-Receipt Data Error".</li> </ul>
multiple EWR's	• delete EWR with errors from loan being processed
	<ul> <li>complete loanmaking process with EWR's that passed validation</li> </ul>
	<ul> <li>access FSA's web-based EWR system and release EWR's with errors according to paragraph 8 using Reason Code "5-Receipt Data Error".</li> </ul>

## **B** LDP Processing Using Preprocessed Data

All LDP requests must be processed using the eLDP system. **Do not** send the EWR's in the preprocessed file with "**Payment Type**", "**LDP**" to APSS. See subparagraph 12 for instructions on handling EWR for eLDP.

## 8 "Releasing Receipts" Option

## A General Information

EWR's that have been downloaded by the County Office may be released for the following reasons.

Release Code/Reason	Con	dition		Action/Result	
2-Repayment of	EWR under lo	an is being	Select EWR holders from the		
Receipts	redeemed.	-	"Recei	pt Holders" drop-down list or	
-			the use	er may enter the holder ID in	
	Important:	Complete the		older ID" box. This holder ID	
		repayment	should	match the holder ID provided	
		process in		person or entity redeeming the	
		APSS before		EWR will be released to the	
		releasing the	new E	WR holder through the	
		EWR using the		able provider's system.	
		FSA EWR	11	1 2	
		system.	Note:	The applicable provider's	
		2		system will return an error	
				message if the new holder	
				entered is invalid.	
4-Reconcentration/Split	Receipt:		EWR v	will be reset to its predownload	
1	1			and returned to the issuing	
	• has been a	pproved for		buse through the applicable	
	reconcentr	<b>A A</b>		er's system.	
			1	5	
	• needs to be	e split at	Note:	See paragraph 10 for	
	producer's	-		additional instructions on	
	producers	i equest.		reconcentration.	
5-Receipt Data Error	There is an err	or in the EWR	EWR v	will be automatically returned	
Ĩ	data.			previous holder through the	
			-	able provider's system.	
			11	1 2	
			Note:	Needs correction by the	
				EWR issuer.	
6-Downloaded in error	EWR was dow	vnloaded by the	EWR v	will be reset to its predownload	
	County Office	•	status a	and automatically returned to	
		-	the pre	vious holder through the	
			applica	able provider's system.	
			Note:	EWR may be requested by	
				any County Office.	
8-Receipt Downloaded	EWR was dow	vnloaded by the	EWR v	will be reset to its predownload	
in error for LDP	County Office	for LDP in	status l	by removing the LDP indicator	
	error.		and the	County Office association	
			from th	ne receipt.	
9-Forfeiture	EWR under lo	an is forfeited.	EWR v	will be released to KCCO and	
			will be	included in CCC inventory.	

## 8 "Releasing Receipts" Option (Continued)

## **B** Selecting EWR's to Release

This table provides steps for releasing EWR's.

-	<b>1</b>	LICK " <b>Release Receipts</b> " to access the ng Search Receipts for Release Screen will be Search Receipts For Release County : Lefore - 063 Crop Year : 2014
	State : Mississippi - 28 Commodity : Peanuts - RUN File Sequence Number:	Search Receipts For Release County : Lefore - 083 Crop Year : 2014 EWH00004-John Doe V
displayed.	Commodity : Pearuts - RUN File Sequence Number:	County : Lefore - 083 Crop Year : 2014 EWH00004-John Doe v
EWR Applications Request Receipts Send Receipts to APSS Reference Receipts Verw Receipts Change State, County, Commodity and Crop Year	Commodity : Pearuts - RUN File Sequence Number:	County : Lefore - 083 Crop Year : 2014 EWH00004-John Doe v
EWR Applications Request Receipts to APSS Release Receipts View Receipts Change State, County, Commodity and Crop Year	Commodity : Pearuts - RUN File Sequence Number:	County : Lefore - 083 Crop Year : 2014 EWH00004-John Doe v
Send Receipts to APS Refease Receipts View Receipts Change State, County, Commodity and Crop Year	Commodity : Pearuts - RUN File Sequence Number:	Crop Year : 2014 EWH00004-John Doe 💌
Release Receipts View Receipts Change State, County, Commodity and Crop Year	File Sequence Number:	EWH00004-John Doe 💌
Crustery States Crustery Commodity and Crop Year	Release Code & Reason:	
		[Select Reason Code & Reason]
		(Select Reason Code & Reason ) 2 - Repayment Of Receipt 4 - Reconcentration(Split
		5 - Receipt Data Error 6 - Downloaded in Error
		8 - Receipt Downloaded in Error for LDP 9 - Forfeiture
	Screen Id : EWR040	
From the drop-dow	n lists, select the ap	propriate:
from the drop do t	n note, sereet the up	
• "File Sequence	Number"	
<ul> <li>"Release Code</li> </ul>		
• Release Couc	a Reason .	
CLICK "Nevt" and	the Search Receipt	s For Release Screen will be redisplayed with
additional informat	1	s i of Release Screen will be redisplayed will
	1011.	
EWR Applications		Search Receipts For Release
Request Receipts Send Receipts	State : Mississippi - 28	County : Lefore - 063
Release Receipts View Receipts		
Change State, County, Commodity	Release Code & Reason:	2 · Repayment Of Receipt
and Crop Year	Receipt Holders: Or	[Select a Receipt Holder for repayment]
	Holder ID (Optional)	
		Next
	Screen Id : EWR040	
<b>Note:</b> If the " <b>Rele</b>	ase Code & Reaso	n" selected is "2- Repayment of Receipt"
	-	her than the Previous Holder ID, the system
ID' hox It		
Note: If the "Rele the system" Holders" d	State : Mississippi - 28 Commodity : Peanuts - RUN File Sequence Number: Release Code & Reason: Recept Holders Holder D (Optional) Screen M : EWR040 ease Code & Reason will prompt the user rop-down list or the	County : Leftore - 063 Crop Year : 2014

## 8 "Releasing Receipts" Option (Continued)

## **B** Selecting EWR's to Release (Continued)

Step	Action
2	CLICK "Next". The following Select Receipts for Release Screen will be displayed.
	USDA United States Department of Aproxidues
	Farm Service Agency
	EWR Home About EWR Help Contact Us Exit EWR Logout of eAut
	SoundCE Processor         SoundCE Processor         Provide an analysis           Because         Second Receipts         Second Receipts         Provide an analysis           Second Receipts         Second Receipts         Country Letters 503         Provide an analysis           Second Receipts         Second Receipts         Country Letters 503         Provide an analysis
	Tot AP35         Payment Type:         Commodity:         Commodity:         Bot of Measure: Th           Wraw Receipts         Lean using Diff.         Bulk of Measure: Th         Bet of Measure: Th           Verw Receipts         Receipts         Current Belle::         Bell of Measure: Th
	Change State, 2 - Repayment Of Recept County, CommoNy and Cop Year Release Recept Producer Name Current Rolder Current Rolder Ferning Roman Recept Recept
	Roceyst         Number         on Receipt         Number         Date to the control of the contr
	Total Receipts Ready For Release: 1 Total Weight: 25.31
	Continue
	Screen Id : EWR042
3	Verify the " <b>Release To</b> " and the " <b>Release Code &amp; Reason</b> " displayed on the upper
4	portion of the screen <b>before</b> continuing with the release process.
4	Click the " <b>Release Receipt</b> " box that corresponds with the EWR number to be released.
	Note: If there are more EWR's in the selected FSN, scroll through the page to view
	additional EWR's. Ensure that the selected EWR corresponds to the receipt
5	that has been repaid through APSS. If the EWR is being released to a holder other than the previous holder, the
5	following Select Receipts for Release Screen will be displayed with a warning
	message.
	INCOM. Under Department of Agriculture BATTRONE
	Farm Service Agency
	EWR Home About EWR Help Contact Us Exit EWR Logout of eAuth
	IWR Applications Select Receipts for Release
	MESSAGES MESsages Warring: You are Releasing Receipts to holder: M122456 (ABC White Inc.) instead of releasing
	to the previous holder W123466 (XYZ Peanut LLC) If this is ok, please continue. If not, select Release Receipts from EWR Applications menu on the
	and Crop Year
	Brate: Texas-40 County: Any County, XEXXX Cregitizani 2014 File Sequence Bumbler: Execute     Waterbooke Code: 2005     Producer Base: tox 100C Provider Brane: E10E To:      Payment Type:     Commodity: Class:: Unit of Measure: TN     Loss using E10R     PLANUTS
	Release Te: M125456 - ABC With Inc. Current Date: 0501/4 Release Code & Reason: 2 - Rejeyment Of Recent
	Receipt         Burnder         on Receipt         Burnetio         As of (Constrained)         Burnder         Thru           [2]         Z2028         PeanutProducer         COC+Screening Org         08/01/2014         XVZ2 Bandet UCCV vers20400         164         1         06/01/2014         1         06/01/2014         1         06/01/2014         1         0         1         1         0         1         1         0         1
	Total Receipts Ready For Release: 1 Total Weight: 12.61
	Back Continue

## 8 "Releasing Receipts" Option (Continued)

## **B** Selecting EWR's to Release (Continued)

Step					Action								
5	<b>Note:</b> DMA's using paper receipt shall release the receipt that has been repaid to the producer or authorized agent in the normal manner. The following message will be displayed if the user attempts to release a paper receipt that has been repaid.												
				Search F	teceipts For Release								
		MESSAGES  • Error: ReleaseReceiptsAction - Paper receipts can be released only for receipt data error, downloaded in error, or reconcentration/split.											
	CLICH	K " <b>Back</b> " to u	ndo the	selection a	nd redisplay	all EWR's	for	relea	ise.				
		K " <b>Continue</b> " ots for Release	-		-	cess. The	follo	win	g Conf	irm			
	SDA	Farm Service Agency		EWR Home	About EWR Help	Contact Us	Exit	EWR		HOULE			
		Applications			Confirm Receip	ts for Release							
		st Receipts leceipts	State: Texas-4 Warehouse Co	County: Pay (	Cranty, TX 2000 W: Peanut Providear	CropYear: 2014 File Provider Name: 51/R Inc. Lice		le Sequence llumber, EWH0000031		10000031			
	Releas	e Receipts	Payment Type Loan using Ell	commodity:		Commodity Class: Vrpna Unit of Measu							
	OMA's	ecelpts Upload	Release To: V	C Peanut DI/A		Current Date: 08/01/2014			de & Reason: nt Of Receipt				
	County, and Cro	e State, Commodity p Year	Receipt Bumber	Producer Name on Receipt	Previous Holder Name10 XYZ Peanvt LLC/	Previous Holder As of	Farm Bumber	Grade	Storage Paid Thru	Weight			
			Tatal Baca	Peanut Producer pts Selected For Re	W120460	08/01/2014	164	<u>'</u>	05/31/2015	12.51			
						_							
					Cancel	Submit							
6		K " <b>Submit</b> " to											
		will be displa	ayed. T	he user wil	l have the opt	tion to hav	e a p	orint	er frien	ıdly			
	format					1.011 -							
7		K " <b>Printer Fr</b>	iendly ]	Page" to pr	int the data a	nd file the	repo	ort in	the				
	loan/L	DP folder.											

### 9 "View Receipts" Option

### A General Information

FSA's web-based EWR system provides users the ability to inquire on EWR's using the "View Receipts" option under the EWR Applications Menu.

Selecting "**Change State, County, Commodity and Crop Year**", under the EWR Applications Menu according to subparagraph 4 B, allows authorized users to view EWR's meeting the specified criteria. This option prompts the user to indicate the:

- State
- county
- commodity
- CY
- warehouse code
- receipt number (optional with warehouse code)
- FSN.

Note: Enter either the warehouse code or FSN associated with EWR to view.

## 9 "View Receipts" Option (Continued)

## **B** Selecting Receipts to View

The "View Receipts" option allows users to view the details of the selected EWR.

Step	Action											
1	Under the EWR A	oplications Me				eceipts" a	nd the following					
_	Under the EWR Applications Menu, CLICK " <b>View Receipts</b> " and the following View Receipts Screen will be displayed to access the view receipt functions.											
	Select the applicable " <b>Warehouse Code</b> " or " <b>File Sequence Number</b> " option from the drop-down lists, type in the receipt number, if desired (this is optional), and											
	CLICK "Submit".	, , , , , , , , , , , , , , , , , , ,	I.		,		1 , ,					
	USDA Under States Department of Agriculture						ELECTRONIC MARCHOLA					
	Farm Service Agency		1.85	1000		- 30.19	HILP'S					
			EWR Hor	ne Abo	ut EWR Help	Contact Us	Exit EWR Logout of eAuth					
	EWR Applications	State : Mississicoi - 28	-	Vie	w Receipts Sel	ection County : Lefore - 0/						
	Send Receipts to AJPSS	Commodity : Peanuts	Al			Crop Year : 2014	10					
	Felezae Receipts		State:		Masiasippi (28)	2						
	Change State, County, Commodity and Cran Year		County:		Lefore (083)	×						
	Research Carlo Management		Commodity.		Peanuts-All	×						
			Crop Year:		2014 -							
		,	Warehouse	Code:	Select a warehout	e (9)						
			Receipt Nur	nber:	(0	ptional with warehou	se Code)					
			File Sequen	ce Number:	Select a Ne seque	nca number (in						
					[Submit] Cano	at						
		Screen Id : EWR010					1					
2	The following Sele	ct Receipts for	r View	Scree	en will be	e displayed	1.					
		_										
	USDA United States Department of Agricultur	,					ELECTRONIC					
	Farm Service Agency						RECEPTS					
	A THERE	2 mart	11	0.00		t l	A ICA					
			VR Home	About E	WR Help	Contact Us	Exit EWR Logout of eAuth					
		Ev	IN NOME	ADOULD	wirk neip	Contact Us	EXILEWIN LOGOUL OF EMULI					
	EWR Applications Request Receipts			Se	elect Receipts f	or View						
	Send Receipts	Warehouse Code: 72055				FSA O Provider						
	to APSS Release Receipts	Commodity: Pearuts - RUN			CropYear: 201	4						
	View Receipts Change State,	Receipt Number		County	Loan LOP ind	Loan Number	Filesequence Number					
	Change State, County, Commodity	75000		063	Loan		EWH00007 EWH00007					
	and Crop Year	77000	28	100	Loan		EVVNUUUU/					
		Screen Id : EWR052										

## 9 "View Receipts" Option (Continued)

### **B** Selecting Receipts to View(Continued)

Step				A	Action							
3	Click the	applicable	button to	select "Vi	ew Type'	', as f	follows:					
	<ul> <li>"FSA", to view EWR's and paper receipts, if applicable</li> <li>"Provider", to view EWR's in the Provider system.</li> </ul>											
		1		pipts may be p <b>vider</b> " is s		•			1 2			
4	Under the	"Receipt	Number	" column, o The follow	click the r	eceip	t numbe	er to be view	wed. The			
				Report of FSA	View As of 10/15/14							
	Electronic Warehouse Re	eceipt										
	File Sequence Number: EWH000021	Crop Year: 2014	Warehouse Code: 72123	Rcpt Number : 20150	License Type Code: US	License Number	Negotia	ble Ropt Y	Insured Y			
	Paper Number 0 Merged Warehouse: N	Pri Unit of Measure: TN FSA Status: PK8 Processed	Pri Gross Unit: 25.03 FSA State Code: 13	Pri Net Units: 24.64 FSA County Code: 017	Warehouseman is Depositor: N Date Rcpt Issued: 10/22/2013	Sec Unit of Meas Release Reason:		ss Unit: 0 ne Last Changed: Friday, November 8, 2013 M CST	Sec Net Units: 49285 Delivery City: TIFTON			
	Warehouse Name: Peanuts LLC	Delivery State Code: GA	Delivery County Code:	Warehouseman Signature: /s/ John Smith Curr Holder Date/Time:	Received From: JANES DOE	Farm Number: 32		ate Code: 13	Producer Name : JAMES DOE			
	Farm County Code : 017	Curr Holder ld: C000001 Prev Holder Date/Time:	Curr Holder Name: CCC - Kansa: City	s Friday, September 26, 2014 1:23:32 PM CST	Sub Holder Id:	Sub Holder Name	Sub Ho	der Date/Time:	Prev Holder Id: W072083			
	Prev Holder Name: Tifton Quality Peanuts LLC	Friday, August 1, 2014 1:05:50 PM CDT Graded: F	Provider Id: 4701 Class: RUN	Storage Start Date: 10/13/2013	Prepaid in Charges: 2.46 Prepaid Out Charges: 0 Storage Charge: 0		Charge: 0	Date Storage Paid Thru: 08/01/2014				
	Grade: 1         Grade: F         Class: RUH         Commodity: PEANUTS         Receiving Chrg Pad Ind; H           Electronic Warehouse Receipt Classing         Filosoft         Filosoft         Filosoft         Filosoft											
	Loose Shelled Kernel (LSK) Tons	: 0.39 LSK Pounds: 770	Total Tons: 25.03	Total Pounds: 50,055	Moisture: 7.78		Total Damage Kernel Pct (F	ct): 0.25 Foreign Material (FM) Pct: 1.8	4 Virginia ELK Pct: 0			
	Virginia Fancy Pct: 0	Valencia Cracked Pct: 0		Total KRS:0	SMKRS Pct: 71.85		Sound Splits (SS) Pct: 4.62	Total SMK Pct: 76.47	Other Kernels (OK) Pct: 2.95			
	Damaged Split Pct: 0 Parent Warehouse City: TETON	Total Kernel Pct: 79.67 Parent Warehouse State: GA	Hull Pct: 20.04	Flavus Found: N Receiving Charge (Chg) Amount: 0.08	Total Hull Kernel Pct: 99.71 Receiving Chg Paid: N		Freeze Pct: 0 Receiving Chg Per: T	RMD Pct: Cleaning Chg:	Storage Status: U Drving Chg:			
	Clean Dry Chg:	Hauling Chg:		Custom Harvesting Cha:	Seed Account Chg		Monthly Storage Chg: 0.09	Total Cleaning Chg.	Total Drving Chg:			
	Total Clean Dry Chg:	Total Hauling Chg:	Total Other Chg:	Buying Point Number: 13619	Buying Point Name: SHANN PEANU	T COMPANY, INC.	Receipt Value: 9265.25	CCC Loan Status: Approved				
	Price Support											
	Loan/LDP Number: 1301700001	Date Loan/LDP Approved: 9/26/2014	Date Loan/LDP Application: 9/26/2014	Date Loan/LDP Disbursement: 9/26/2014	Rcpt Loan Value: \$8,793.22	Date Loan Docum Received: 9/26/20		an Repayment:	Date/Time Rcpt Released:			
	Loan or LDP: Loan	Recourse/Non-Recourse Loan:	Date Forfeited:	CCC Storage Paid Thru Date: 8/31/2015	Loan Maturity Date: 08/30/2015							
				Back	Printer Friendly Page							
5	CLICK "	Back" to re	turn to t	ha Salaat D	againta fa	" Via	···· Camaa					

### **C** Viewing Reports

Under the EWR Applications Menu, the "View Report" option [Don't see this option.] will provide PSD and authorized State Office users the ability to view the list of EWR's and detail EWR data of EWR's with the following status:

- "Downloaded"
- "Sent to APSS"
- "Released for Repayment"
- "Released for Other Reasons".

### 10 Reconcentrating Warehouse-Stored Loans Using EWR's

### **A** General Information

8-LP, Part 6, Section 3 provides guidelines on reconcentrating loan collateral. Currently, APSS does **not** have the ability to process a warehouse-to-warehouse transfer using EWR's automatically. Warehouses electing to issue EWR's on the peanuts being reconcentrated shall complete the reconcentration process according to this paragraph in addition to the provisions in 8-LP.

### **B** Releasing EWR's

After CCC-699 approval, County Offices shall:

- print the **original** EWR using FSA's web-based EWR system and attach the printout to the original CCC-699
- release the **original** EWR using FSA's web-based EWR system, selecting "Release Code", "**4 Reconcentration/Split**"
- notify the producer and the warehouse that EWR has been released for reconcentration.

### C Distributing CCC-699's

County Offices shall:

- keep original CCC-699 in the County Office security file
- send warehouse operator's copy to the warehouse
- send producer's copy to producer, CMA, or DMA
- file a copy of EWR in the producer's loan folder and file folder in suspense file
- follow up to ensure that:
  - the commodity is reconcentrated
  - new EWR's are received by County Offices within 30 calendar days from the date of approval
  - County Offices receive replacement EWR numbers and warehouse information from receiving warehouses.

## 10 Reconcentrating Warehouse-Stored Loans Using EWR's (Continued)

### **D** Processing Replacement EWR's

After notification is received from the warehouse that the replacement EWR is ready for retrieval, County Offices shall use FSA's web-based EWR system to:

- request the replacement EWR according to paragraph 5
- print each replacement EWR that has been downloaded
- review each replacement EWR according to 8-LP, subparagraph 630 A
- contact the issuing warehouse, if there are any questions about the replacement EWR
- send the downloaded replacement EWR to APSS according to paragraph 6.

### **E** Processing Transfers Using EWR's in APSS

Use the correction process to according to 12-PS to reverse the original loan and reprocess the new loan using the replacement receipt. If applicable, record any loan repayment associated with the original loan.

### F Releasing Replacement EWR's

When the outstanding quantity is repaid during reconcentration, record the repayment in the normal manner. County Offices shall release replacement EWR's that have been repaid according to paragraph 8 using "Release Code", "**2 - Repayment of Receipts**".

### 11 Handling Preprocessed DMA Files

#### A General Information

Peanut DMA's have the option to submit preprocessed files containing paper warehouse receipt or EWR data to their designated service County Office when requesting peanut MAL's and LDP's. DMA's shall:

- prepare the file according to FSA specified requirements in Exhibit 1
- e-mail the preprocessed file with the loan application to the DMA service County Office contact in Exhibit 2.

The designated DMA service County Office shall accept preprocessed files submitted by DMA's and do the following:

- validate the preprocessed file according to 1-CMA and all other requirements for processing peanut loans and LDP's
- use FSA's web-based EWR system according to this notice
- notify DMA of errors in the preprocessed file
- complete and disburse DMA loan applications in APSS
- complete and disburse LDP applications using eLDP.

Peanut DMA's shall be responsible for initiating corrections to errors in EWR's.

#### **B** Preparing DMA Preprocessed Files

DMA's shall **separate** the preprocessed files using paper warehouse receipts from preprocessed files using EWR's.

Preprocessed file submitted by DMA's shall be prepared according to the file layout in Exhibit 1. Paper warehouse receipts and EWR's on each file shall meet **all** warehouse receipt requirements and be grouped together according to subparagraph 5 A.

### C Submitting the Preprocessed File to the Service County Office

In addition to all other loan/LDP requirements, DMA's electing to use preprocessed files shall e-mail their loan requests to their designated service County Office with preprocessed files attached. The e-mail shall include a list of the preprocessed files along with the following information associated with **each** file:

- application date
- original approval date
- date of lien search
- disbursement date (same as "Date Documents Received" date).

See Exhibit 2 for the e-mail addresses of DMA service County Offices.

**Note:** DMA's electing **not** to use a preprocessed file shall continue to submit loan/LDP requests to their service County Office according to normal procedures for loan/LDP's.

### **D** Accepting Preprocessed DMA Files

DMA service County Offices shall process the preprocessed file attachment received from DMA according to this table.

Step	Action
1	Print e-mail received with DMA loan/LDP application. Keep a copy of the e-mail
	in DMA's loan folder.
2	Create CY-specific folder named, "F:\Application Data\yyyy Peanut EWR", where "yyyy" is the applicable CY.
	Example: F:\Application Data\2014 Peanut EWR, for CY 2014 preprocessed files.
3	Save the preprocessed file attachment to the folder that was created.

## E Uploading DMA Files

Upload the preprocessed DMA file to FSA's web-based EWR system according to this table.

Step		Action										
1	Access FSA's web-bas	ed EWR system according to p	oaragraph 4.									
	<b>Note:</b> DMA service County Offices have the "DMA's Upload" option listed under											
	the EWR Applications Menu.											
2	Under the EWR Applic	ations Menu, CLICK "DMA'	s Upload" and the fol	lowing								
	Select Upload File for DMA Screen will be displayed.											
	USDA United States Department of Agricul		ELECTRONIC WERCHOUSE RECEIPTS									
	Farm Service Agenc											
	SAL STREET	San Frank	7850									
	EWR Home A	bout EWR Help Contact Us Ex	it EWR Logout of eAuth									
	EWR Applications	Select Upload File For	DMA									
	Request Receipts Send Receipts Stat	Texas - 48 County :	Peanut Marketing									
	to APSS Release Receipts		Loan Services, LLC 832									
		modity: Peanuts - RUN Crop Year :	2014									
	Change County / Commodity and Sele	t File for DMA Upload :										
	Crop Year	F:\Application Data\2014\Peanut EWR\SXE4000	5.DAT Browse									
		Upload										
		[ opicital ]										
	And and a second s	n ld : EWR070										
3		select the applicable preproces	2									
4	-	he selected preprocessed file h		following								
	DMA Paper Receipt Re	esults Screen will be displayed	•									
		g EWR may be viewed using e	• 1 ·									
		MA paper warehouse receipts	may be viewed using	only								
	"View Type", "	FSA".										
	State: Texas-48 County: Pearut Marketing	DMA Paper Receipt Results	File Sequence Number: SPX40009									
	Warehouse Code: 616161											
	Commodity: Peanuts	Commodity Class: Runner	Unit of Measure: TN									
	Receipt Number 4482	Current Holder Name ID	Grade         Weight           1         70.86									
	4483 4503		1 65.41 1 32.96									
	4504 4505		1 16.48 1 16.48									
	4506		1 16.48									
		Total Valid Receipts: 6	Total Weight: 218.67									
	Receipt Number	Reason Code Total Receipts Returned: 0	Reason Description									
		ivial Reverpts Returned, v										
	Screen ki : EMR074		close window									

#### **F** Viewing DMA Receipts

Before sending the preprocessed electronic file to APSS, users shall view the receipts to ensure that the requirements are met according to subparagraph 5 A. Preprocessed paper warehouse receipt files are sent automatically to APSS, so paper warehouse receipt data can be viewed after the transfer process has been completed. If the preprocessed file has EWR's, view EWR's according to paragraph 9.

Preprocessed DMA files with paper warehouse receipts can be viewed using "View Type", "**FSA**" **only**. The following View Receipts Screen will be displayed to select the paper warehouse receipt to view. After making selections as applicable, CLICK "**Submit**" to select the file to view.

VR Applications		t Help Con Vie	w Receipts	EWR Logout of
rest Receipts I Receipts IPSS ase Receipts / Receipts	State :	Texas - 48	County :	Peanut Marketing Loan Services, LLC 832
's Upload sge County / nmodity and p Year	Commodity :	Peanuts - RUN	Crop Year :	2014
	- Warehouse Cod	fe: 616161 - EV	WR Inc. M	

The following Select Receipts for View Screen will be displayed. Under the "**Receipt Number**" column, click the receipt number to view receipt details.

Farm Service	Agency		<ul> <li>30 Seeming?</li> </ul>	Call State State
50F		Te and	12	Stalles
EWR Hom	e About EWR	Help Contac	t Us Exit EWR	Logout o
R Applications		Select Rec	eipts for View	
est Receipts Receipts PSS use Receipts	SXP40025	Warehouse Code: 616161	CropYear12014	
Receipts Upload	Receipt Humber	State County	Loan LDP ind	Loan Humber
ge County /	4482	45 832	Loan	
modity and	4483	48 832	Loan	
Year	4503	48 832	Loan	
	4504	48 832	Loan	
	4505	48 832	Loan	
	4506	40 032	Lown	

## F Viewing DMA Receipts (Continued)

The following is an example Screen EWR054 Report of Paper Receipt View As of....

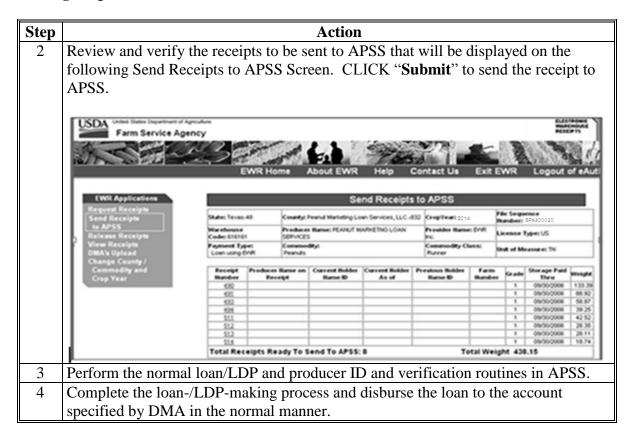
Warehous Crop Year: 2014 Pri Unit of Measure: TN FSA Status: Sent T APSS Delivery State Code: 48	e Rec Code Pri G Unit: FSA Code	house 72999 7055 33.53	Ropt Nu Pri Net	amber : 2081 Units: 33.02	Licer Code	nse Type e: US	Licer	nse 1ber 8-		otiable Ropt Y	Insured Y	
Crop Year: 2014 Pri Unit of Measure: TN FSA Status: Sent T APSS Delivery State	Ward Code Pri G Unit: FSA Code	house 72999 iross 33.53 State	Pri Net		Cock		Num	ibor 8-	Nego	otiable Ropt Y	Insured Y	
Measuro: TN FSA Status: Sent T APSS Delivery State	FSA Code	33.53 State		Units: 33.02		-		cense umber 6- Negotiable Ropt Y 63				
Status: Sent T APSS Delivery State	Deliv		FSA Co		Depo	houseman is sitor:				Sec Net Units: 66049		
			1	unty Code: 832		Ropt ad: 10/20/2014				Reason: Changed: Monday, October 20, 2014 Del		Delivery City:
		unty Varenouseman Received From: Farm				m Earm State Coder		Producer Name :				
Curr Holder Id:					Sub	Holder Id:					Prev Holder Id:	
Prev Holder Date/Time:									Stora	age Charge: 0	Date Storage Paid Thru: 07/31/2015	
Graded:	Class	: SPW	Commo	dity: PEANUTS	Rece	iving Chrg Pair	d Ind:	N				
Warehous	e Rec	eipt C	lassin	g								
LSK Pounds:	,019	Total Tons:	33.53	Total Pounds: 67,06	18	Moisture: 9	Ke			Material (FM)	Virginia ELK Pct: 0	
Valencia Cracked F	ct: 0			Total KRS : 0		SMKRS Pct: 70	Sound Splits (SS) Pct: 2.43 Pct: 72.43		Other Kernels (OK) Pct: 4.57			
	el	Hull Po	t: 23	Flavus Found:		Total Hull Kernel Pct: 100	Fre	eeze Pct:	0	RMD Pct:	Storage Status:	
r: Parent Warehous State:	e	Lot Nu	mber:			Receiving Ch Paid: N			hg:	Cleaning Chg:	Drying Chg:	
Hauling C	hg:	Other (	Chg:	Custom Harve Chg:	sting	Seed Account Chg:			g:	Total Cleaning Chg:	Total Drying Chg:	
Total Hau Chg:	ing	Total O Chg:	ther	Buying Point Number: 48		Buying Point Name:	Re	eceipt Valu	ue:	CCC Loan Stat	us:	
ort												
Date Loan/LDP Approved:							Docu	ments			Date/Time Ropt Released:	
Recourse/Non- Recourse Loan::	Date Forfei	ted:			Loan Maturity Date:							
Back Printer Friendly Page												
	Curr Holder Id: Prev Holder Date/Time: Graded: Warehouse Valencia Cracked P Total Kern Pot: 79,43 Valencia Cracked P Total Kern Pot: 79,43 Valencia Cracked P Total Kern Pot: 79,43 Valencia Cracked P Total Kern Pot: 70,43 Valencia Cracked P Cracked P Cr	Delivery State Gode: 48 Cour Code: 48 Cour Prev Holder Prev Holder Provide: Provide: 47 Provide: 47 Provide: 47 Cour Cracked Point: 0 Class Warehouse Rec Valencia Cracked Point: 0 Total Kernel Point: 79,43 Parent Warehouse State: Hauling Chg: Total Hauling Chg: Court Date Loan/LDP Applied Coan/Second Coan:: Date Forfei	Code: 48     Code: 000       Curr Holder Id:     Curr Holder Name:       Prev Holder Date/Time:     Provider Id: 4701       Graded:     Class: SPW       Warehouse Receipt C       LSK Pounds: 1,019     Total Tons: 3       Valencia Cracked Pct: 0     Valenc Discok Pct: 79,43       Valencia Cracked Pct: 0     Valenc Discok Pct: 0       Total Kernel Pdt: 79,43     Hull Pct       Hauling Chg:     Other O Chg:       Total Hauling Chg:     Total O Chg:       Date Loan/LDP Application: Recourse .oan::     Date Forfeited:	Delivery state Gode: 48 County Code: 000 Curr Holder Id: Curr Holder Prev Holder Date/Time: Provider Date/Time: Provider Id: 4701 Storage Date: 10 Graded: Class: SPW Commo Warehouse Receipt Classing Cracked Pet: 0 Total Cracked Pet: 0 Total Cracked Pet: 0 Total Kernel Pot: 79.43 Hull Pet: 23 Valencia Discolored Pet: 0 Total Kernel Pot: 79.43 Hull Pet: 23 Valencia Cracked Pet: 0 Total Kernel Pot: 79.43 Lot Number: State: Lot Number: Total Hauling Chg: Other Chg: Total Hauling Chg: Coant.DP Application: CCC Sto Thru Date CCC Sto Thru Date Date Loan	Delivery state Gode: 48       County Code: 000       Watenouseman Signature:         Curr Holder Id:       Curr Holder Name:       Curr Holder Date/Time:       Curr Holder Date/Time:         Prev Holder Date/Time:       Provider Id: 4701       Storage Start Date: 10/20/2014         Graded:       Class: SPW       Commodity: PEANUTS         Warehouse Receipt Classing       Total Pounds: 1,019       Total Tons: 33.53       Total Pounds: 67,06         Valencia Cracked Pot: 0       Valencia Discolored Pct: 0       Total KRS : 0 Pct: 0       Total KRS : 0 Pct: 0         Total Kernel Pct: 79,43       Hull Pct: 23       Flavus Found: (Chg) Amount         Marehouse State:       Lot Number:       Receiving Chs (Chg) Amount         Hauting Chg:       Other Chg:       Custom Harve Chg:         Total Hauting Chg:       Total Other Chg:       Buying Point Number: 48         Ort       Date Loan/LDP Application:       Date Loan/LDP Disbursement:         Recourse/Non- Recourse .can::       Date Forfeited:       CCC Storage Paid Thru Date:	Delivery state Gode: 48       County Code: 000       Waterbouseman Signature:       Rece         Curr Holder Id:       Curr Holder Name:       Curr Holder Date/Time:       Sub i         Prev Holder Date/Time:       Provider Id: 4701       Storage Start Date: 10/20/2014       Prep Char Prep Date: 10/20/2014       Prep Char Char Char         Graded:       Class: SPW       Commodity: PEANUTS       Rece         Watenbuse       Class: SPW       Commodity: PEANUTS       Rece         Watenbuse       Class: SPW       Commodity: PEANUTS       Rece         Valencia Cracked Pet: 0       Total Discolored Pet: 0       Total Pounds: 67,068       Receiving Charge (Chg) Amount:         Valencia Cracked Pet: 0       Valencia Discolored Pet: 0       Total KRS : 0       Receiving Charge (Chg) Amount:         valencia State:       Lot Number:       Receiving Charge (Chg) Amount:       Receiving Charge (Chg) Amount:         Hauting Chg:       Other Chg:       Custom Harvesting Chg:       Chg:       Number: 48         Ort       Date Loan/LDP Application:       Date Loan/LDP Disbursement:       Rept I Value coan::       Loan         Recourse/Non- coan::       Date Forfeited:       CCC Storage Paid Thru Date:       Loan	Delivery State         County Code: 48         County Code: 000         Watehouseman Signature:         Received From:           Curr Holder Id:         Curr Holder Name:         Curr Holder Date/Time:         Sub Holder Id:         Sub Holder Id:           Prev Holder Date/Time:         Provider Id: 4701         Storage Start Date: 10/20/2014         Prepaid in Charges: 0           Graded:         Class: SPW         Commodity: PEANUTS         Receiving Chrg Pai           Warehouse Receipt Classing         Valencia Discolored Pct: 0         Total Pounds: 67,068         Moisture: 9           Valencia Cracked Pct: 0         Valencia Discolored Pct: 0         Total KRS : 0         SMKRS Pct: 70           Total Kernel Pct: 79,43         Hull Pct: 23         Flavus Found:         Total Hull Kernel Pct: 100           Parent Warehouse         Lot Number:         Receiving Charge (Chg) Amount:         Receiving Ch Paid: N           Hauling Chg:         Other Chg:         Custom Harvesting Chg:         Seed Accoun Chg:           Total Hauling Chg:         Total Other Disbursement:         Buying Point Number: 43         Name:           Ort         Date LoanfLDP Application:         Date Loan/LDP Disbursement:         Coan Maturity Date:           Recourse/Non- Recourse         Date Forfeited:         CCC Storage Paid Thru Date:         Loan Maturity Date:	Delivery State         County         Waternousseman         Received From:         Num           Code: 48         Code: 000         Signature:         Sub Holder         Num           Curr Holder         Curr Holder         Curr Holder         Sub Holder Id:         Sub           Prev Holder         Provider         Storage Start         Prepaid in         Pregaid in           Graded:         Class: SPW         Commodity: PEANUTS         Receiving Chrg Paid Ind:           Warehouse Receipt Classing         Moisture: 9         K           Warehouse Receipt Classing         Moisture: 9         K           Valencia         Total         Total         Moisture: 9         K           Valencia         Valencia         Discolored         Pounds: 67,068         Moisture: 9         K           Valencia         Discolored         Pounds: 67,068         Moisture: 9         K         K           Valencia         Discolored         Pot: 0         Total KRS : 0         SMKRS         Signature: 9         K           Pet: 79.43         Hull Pct: 23         Flavus Found:         Kernel         Fr           Pet: 79.43         Hull Pct: 23         Flavus Found:         Kernel         Fr           Parent         Lot	Delivery State Code: 40       Courny Code: 000       Warehousemann Signature:       Received From:       Paim Number:         Curr Holder Id:       Curr Holder Name:       Curr Holder Date/Time:       Sub Holder Id:       Sub Holder Id:       Sub Holder Name:         Prev Holder Date/Time:       Provider Id: 4701       Storage Start Date: 10/20/2014       Prepaid in Charges: 0       Prepaid Out Charges: 0         Graded:       Class: SPW       Commodity: PEANUTS       Receiving Chrg Paid Ind: N         Warehouse       Receipt Classing       Total Tons: 53.53       Total Pounds: 67,066       Moisture: 9       Total Dama Kernel Pet (Pct; 0         Valencia Cracked Pet: 0       Valencia Detiscolored Pct: 0       Total KRS : 0       SMKRS Pet: 70       Sound Split (SS) Pct: 2/         Total Kernel Pet: 79.43       Hull Pct: 23       Flavus Found:       Total Hull Kernel Pct: 70       Freeze Pct: Paid: N         Parent Warehouse       Lot Number:       Receiving Charge (Chg) Amount:       Receiving Chg       Receiving C Paid: N       Paid: N         Hauling Chg:       Other Chg:       Custom Harvesting Chg:       Seed Account Name:       Monthly Storage Chg         Date Loan/LDP Application:       Date Loan/LDP Disbursement:       Receiving Paid Name:       Date Loan Documents Received:       Date Loan Received:         Recourse/Non- Recourse       Da	Delivery State Code: 49       County' Code: 000       Varehouseman Signature:       Received From::       Parm Number:       Fam Number:         Curr Holder Id:       Curr Holder Name:       Curr Holder Date/Time:       Sub Holder Id:       Sub Holder Name:       Sub Holder       <	Delivery State Code: 49         County Code: 40         Warehouseman Signature:         Received From:         Parm Number:         Farm State Code:           Curr Holder Id:         Curr Holder Name:         Curr Holder Date: Time:         Curr Holder Date: Time:         Sub Holder Id:         Sub Holder Name:         Sub Holder Date: Time:         Sub Holder Date: Time:         Sub Holder Date: Tozological         Sub Holder Date: Tozological         Storage Charge: 0           Graded:         Class: SPW         Commodity: PEANUTS         Receiving Chrg Paid Ind: N         N           Marchouse Receipt Classing         Total Toss: 33.53         Total Pounds: 67,068         Moisture: 9         Total Damage Kernel Put (Pct): 0         Foreign Material (PM) Pct: 3.09           Valencia Cracked Pct: 0         Total Discolored Pct: 0         Total KRS : 0         SM/RS Pct: 70         Sound Splits (SS) Pct: 2.43         Total SMK Pct: 72.43           Total Kernel Pet: 79.43         Hull Pct: 23         Flavus Found: (Chg) Amount:         Total Hull Kornel Pct: 100         Freeze Pct: 0         RMD Pct: Pct: 100           Parent Pet: 79.43         Lot Number:         Receiving Charge (Chg) Amount:         Receiving Chg Per:         Cleaning Chg Per:         Cleaning Chg Per:         Cleaning Chg Per:         Cleaning Chg Per:         Cleaning Chg           Hauling Chg:         Other Chg:         Curtor Harvesting Chg:	

## G Sending Preprocessed DMA Files to APSS

Send the preprocessed file to APSS according to the following table.

Step		Actio	n					
1	Under the EWR Applications Menu, CLICK " <b>Send Receipts to APSS</b> " and the following Search Receipts to Send to APSS Screen will be displayed. Complete the process according to paragraph 6.							
	USDA Under Teles Department of A Farm Service Age		Help Contact Us Exit EWR Logout of eAuth					
	EVRR Applications Request Receipts Sand Receipts New Receipts View Receipts DMA's Uplased Change County / Commedity and	Search State : Texas - 48 Commodity : Peanuts - RU File Selection Criteria	Receipts To Send To A County : N Crop Year : & All Files C New Fi	Peanut Marketing Lean Senices, LLC 832 2014				
	Crop Year	Fée Sequence Num/Producer.	SXE40005 - PEANUT	MARKETING SERVICES				
		Screen Id : EWR030		1 1				
		cessed DMA file will be d le Selection Criteria", CL		-				
	<ul> <li>from the "File Sequence Num/Producer" drop-down list, select the applicable preprocessed file to send to APSS.</li> </ul>							

#### G Sending Preprocessed DMA Files to APSS (Continued)



#### H Releasing Paper Warehouse Receipts Included in Preprocessed DMA Files

Paper warehouse receipts shall be released:

- when receipt has error
- when receipt was downloaded in error
- for reconcentration/split.

See subparagraph 8 A for the release reason code to use when releasing paper warehouse receipts.

### 12 Processing eLDP Using EWR

#### A General Information

The eLDP software has been enhanced to allow FSA County Offices to use EWR's to process eLDP's. EWR's downloaded for eLDP will be marked for exclusive use by the State and County Office that downloaded EWR and will block other users from using the same EWR to request for another MAL or LDP.

### 12 Processing eLDP Using EWR (Continued)

### A General Information (Continued)

The eLDP requestor using EWR **must** provide the warehouse code and EWR numbers that go with the eLDP application to the County Office. The eLDP system will retrieve the EWR's based on the information specified in the eLDP request, and will add the quantity from EWR's that were successfully downloaded. The resulting quantity shall be used to complete the eLDP application. Access eLDP according to the following table. See 15-PS for additional information on processing eLDP request.

Step	Action
1	Access the FSA Intranet Home Page at
	http://intranet.fsa.usda.gov/fsa/applications.asp. The Applications Page will be
	displayed.
2	Under Applications Directory, CLICK "D-F" to display the applications starting
	with letters D to F, then CLICK "eLDP, Electronic Loans Deficiency Payments".
3	Login using eAuthentication using LincPass or user ID and password.

#### **B** Adding EWR to eLDP Request

Users must complete the eLDP preprocessing requirements according to 15-PS, Part 2, **before** processing the eLDP request. If producer is using EWR with the application, on the following Screen ID eLDPApplMain01, under the Applications Menu, CLICK "Add EWR".

		eLDP Home	About eLDP	eLDP Help	Contact Us	Exit eLDP	Logout of eAuth
Application Welcome Role: County	Please select the type of oper	ation from the nav	vigation bar to t described b		pes of applicat	tions and prof	ile functions are
Home Application - Add Farm Stored - Add Sold/Delivered/Fed - Add Open Storage - Add Warehouse Stored - Add EWR - Add Cotton - Inquire - Correct - Delete	<ul> <li>Add Sold</li> <li>requestes</li> <li>Add Ope</li> <li>interest h</li> <li>Add War</li> <li>Add EWR</li> <li>Add EWR</li> <li>Add CWR</li> <li>Inquire -</li> <li>Correct</li> </ul>	n Stored - To add : //Delivered/Fed - d date of delivery. n Storage - To add as been maintained ehouse Stored - Tr - To add a EWR eL con - To add a Cott To view eLDP appli - To correct eLDP ap To delete an eLDP a	To add an eLDP a an eLDP applicat o add a Warehou: DP application for on eLDP applicatic cation details of opplication details	application for tion for quantit se Stored eLDF r a producer. on for a producer. of a producer. of a producer.	quantities that a ies that are stor application for	red off the farr	
Version: 20	Screen ID eLDPApplMain01						

If the user is a CMA or DMA Service Center, the following screen will be displayed.

	eLDP Home About eLDP eLDP Help Contact Us Exit eLDP Logout of eAu
CMA Application Welcome Role: County	Please select the type of operation from the navigation bar to the left. The types of applications and profile functions are described below.
Home CMA Application - Add Farm Stored CMA	described below. <ul> <li>Add Farm Stored CMA - To add a farm stored eLDP application for a CMA.</li> <li>Add Warehouse CMA - To add a warehouse eLDP application for a CMA.</li> </ul>
<ul> <li>Add Warehouse CMA</li> <li>Add EWR CMA</li> <li>Inquire CMA</li> </ul>	<ul> <li>Add EWR CMA - To add a EWR eLDP application for a CMA.</li> <li>Inquire CMA - To view eLDP application details of a CMA.</li> <li>Correct CMA - To correct eLDP Application details of a CMA.</li> </ul>
- Correct CMA - Delete CMA	<ul> <li>Delete CMA - To delete an eLDP application for a CMA.</li> </ul>
Version: 20	Screen ID eLDPCmaApplMain01

### 12 Processing eLDP Using EWR (Continued)

### **B** Adding EWR to eLDP Request (Continued)

Complete the applicable Producer Search and Storage Location Screens according to 15-PS, paragraphs 321 and 322.

When completed, the following Screen ID eLDPApplPayInfo2, Part B, "Producer Payment Information" section will be displayed. Enter EWR numbers associated with the request at the lower section of Part B. Enter individual EWR numbers in the "**Warehouse Receipt #**" column. Indicate "**Rows to Add**" as needed, and CLICK "**Add Rows**". User may add 5 rows at a time.

CLICK "**Clear**", to clear EWR entry on each line. After all EWR's are listed, CLICK "**Get EWRs**" to download EWR's into eLDP.

Line#	Warehouse Receipt#	Quantity (Cwt.)	EWR Message	
1				Clear
2				Clear
3				Clear
4				Clear
5				Clear
		Rows to add:	1 ¥ Add Rows	
	eLDPAppiPayInfo02	Get EWRs Ba	ck Cancel Help	

If the download is successful, the following "EWR Quantity Information Screen with the "Quantity" column automatically filled will be displayed. The "**EWR Message**" column will display the status of the download process, or display any error message, if applicable. CLICK:

- "Back" to return to the Storage Location Screen to correct warehouse code entry
- "Edit" to return to the previous page that allows user to add/remove EWR's that were previous entered
- "Calculate", if there are no errors in the entry.

EWR Quantity Information							
Warehouse Receipt#	Quantity (Cwt.)	EWR Message					
1861	123.45	Downloaded					
Calculate Edit	Back Cancel Help	2					
Screen ID eLDPAppIPayInfo02							

The screen will be redisplayed with the summary based on the EWR's that were successfully downloaded.

### 12 **Processing eLDP Using EWR (Continued)**

#### C Completing eLDP Request

Complete the eLDP application in the normal manner. Print the pdf format of the Application Summary and file in the producer folder.

#### **D** Returning EWR's

On the following Screen ID eLDPAdminMain01, the Administrative Menu has been enhanced to handle EWR-related functionality.

	eLDP Hon	e About eLDP	eLDP Help	Contact Us	Exit eLDP	Logout of eAuth
Administrative						
Administrative						
Welcome						
Role: County	Please select the type of operation from the	avigation bar to t described l		pes of applicat	ions and prof	ile functions are
Home		described i	below.			
Administrative						
	○ Email Contact Entry - T	add/change_count	v email addrees			
- Email Contact Entry	<ul> <li>COC Max Yield - To add/</li> </ul>					
- COC Max Yield	<ul> <li>Return EWR Receipts - T</li> </ul>					
- Return EWR Receipts	<ul> <li>Delete EWR Receipts - T</li> </ul>					
- Delete EWR Receipts	• Delete Ewk Receipts - 1	o delete selected r	eceipts.			
	Screen ID eLDPAdminMain01					
Version: 20						

The option to:

- "**Return EWR Receipt**" shall be used if the eLDP system times-out, or if the connection is dropped during the download process
  - **Note:** This option will display Screen ID Return EWR Receipts and allow the user to return EWR to the Provider. EWR will be reset to its predownload status and will be available for redownload by the user.
- "Delete EWR Receipts" shall be used only after the "Return Receipts" function was not completed successfully.
  - **Note:** This option will display Screen ID Delete EWR Receipts and allow the user to remove EWR from the eLDP system.

User may view the receipt according to paragraph 9, to verify the status of EWR.

### **Preprocessed File Specifications**

### A File Naming Conventions and Standards

Format standards require that each peanut loan/LDP receipt data file name consist of the following:

- a 3-character alphabetic prefix code that identifies the creating entity
  - **Note:** PSD shall issue the prefix code to DMA's. The following prefix codes have been issued to DMA's that have been approved.

	Prefix Code	Prefix Code for
DMA Name	for EWR	Paper Receipt
Concordia Allied Producers (13-806)	SEE	SEP
American Peanut Marketing Associations, LLC (13-808)	SFE	SFP
Peanut Marketing Loan Services (48-832)	SXE	SXP
VC Peanut DMA LLC (51-802)	VCE	VCP

- a 5-digit numeric FSN
- all files will have a ".DAT" file extension.

Notes: All file names will consist of capital letters and numbers.

Each record in the file will contain **256** bytes plus a carriage return and line feed character at the end of each record.

The first digit of the sequence number shall be the last digit of CY. The remaining digits shall:

- start at 0001
- will be in increments of 1 for each file created by an entity.

**Examples:** The following are 2 example file names for VC Peanut DMA, LCC:

- VCE40001.DAT would be the first 2014 CY file using EWR
- VCP40020.DAT would be the twentieth 2014 CY file using **paper receipts**.

## **B** Header Record Format

Each file **must** have a header record with the following format.

Position	Size	Туре	Justified	Explanation	Example
1	2	Numeric	Right	Code for the State where the loan or LDP	51
				will be made. This code <b>must</b> remain	
				consistent throughout the entire file.	
3	3	Numeric	Right	Code for the DMA service County Office	802
				where the loan or LDP will be made. This	(For VC
				code <b>must</b> remain consistent throughout	Peanut
				the entire file.	DMA)
6	2	Numeric	Right	Enter last 2 digits of CY.	14
8	5	Numeric	Right	FSN that increases by 1 for each file	40001
				created by the entity. The first digit of the	
				5-digit sequence number is the last digit of	
				CY. This number <b>must</b> remain consistent	
				throughout the entire file.	
13	1	Alpha	Left	ENTER "A".	А
14	17			Space fill.	
31	5	Alpha	Left	ENTER " <b>PNUT</b> ".	PNUT
36	3	Alpha	Left	Peanut type code; <b>must</b> be " <b>RUN</b> ", " <b>VAL</b> ", " <b>VIR</b> ", " <b>SPE</b> ", or " <b>SPW</b> ".	RUN
39	6	Numeric	Dight	Warehouse code.	072070
45	2		Right Left		2P
43	2	Alpha- Numeric	Lett	Preparation code.	21
		Numeric		<b>Note:</b> For loan/LDP based on:	
				• paper receipts, use code " <b>2P</b> "	
				• EWR, use code " <b>2E</b> ".	
47	33	Alpha	Left	Enter the producer name; free form text.	John T.
					Logan

## **B** Header Record Format (Continued)

Position	Size	Туре	Justified	Ex	planation	Example
80	1	Numeric	Right	Indicate either pa	yment type as follows:	1
				<ul> <li>"1" for loan</li> <li>"2" for LDP.</li> </ul>		
81	2	Alpha	Left	License type code	e. Enter 1 of the	US
		-		following:		
				• " <b>US</b> " for Fed	• "US" for Federal license	
				• "NL" for nonlicense		
					2 letter postal (such as TX for Texas) nsed warehouses.	
83	2	Numeric	Right		de where peanuts were	13
05	2	Numeric	Kigin	inspected.	de where peanuts were	15
85	157			Space fill.		
242	3	Alpha	Left	Entry should match the first 3 letters of		VCP
					the file name. This is the file prefix	
					PSD to the entity	DMA using
				creating the file.		paper receipt)
245	1			Space fill.		
246	4	Numeric	Right	IF using	THEN enter	
				EWR's	the number of EWR records.	0000
				paper receipts	zeros.	
250	4	Numeric	Right	EWR's	zeros.	0004
				paper receipts	the number of paper receipt records.	
254	1			Space fill.		
255	1	Numeric	Left	IF using	THEN enter	
				EWR's	• "1" for loan	
					• "2" for LDP.	
				paper receipts	space fill.	
256	1	Numeric	Right	EWR's	" <b>1</b> "	3
				paper receipts	" <b>3</b> ".	

## C Receipt Record Format

Each file must have 1 or more receipt records with the following format.

Position	Size	Туре	Justified	Explanation	Example
1	2	Numeric	Right	Code for the State where the loan or	51
				LDP will be made. This code must	
				remain consistent throughout the entire	
				file.	
3	3	Numeric	Right	Code for DMA service County Office	802
				where the loan or LDP will be made.	(for VC Peanut
				This code must remain consistent	DMA)
	-			throughout the entire file.	
6	2	Numeric	Right	Enter last 2 digits of the CY.	14
8	5	Numeric	Right	FSN that increases by 1 for each file	40001
				created by the entity. The first digit of	
				the 5-digit sequence number is the last	
				digit of CY. This number <b>must</b> remain	
				consistent throughout the entire file.	
13	1	Alpha	Left	ENTER "W".	W
14	1			Space fill.	
15	8	Numeric	Right	Warehouse receipt number for the	00076362
				receipt. This <b>must</b> be numeric and have	
				<b>no</b> duplicates within the file.	
23	8			Space fill.	
31	8	Numeric		Date receipt was issued. Enter in "CCYYMMDD" format.	20140913
39	8	Numeric		Date storage starts. Enter in	20140913
39	0	Numeric		"CCYYMMDD" format.	20140913
47	1	Numeric	Right	ENTER "Seg" for this receipt ("1", "2",	1
47	1	Numerie	Kight	or " <b>3</b> " as appropriate).	1
48	8	Numeric	Right	Net pounds.	00002500
56	6.2	Numeric	Right	Net tons rounded to 2 decimals.	00000125
64	8	Numeric	Right	Loose shelled kernels (LSK) pounds.	00000500
72	6.2	Numeric	Right	LSK tons rounded to 2 decimals.	00000025
80	8	Numeric	Right	Total pounds.	00003000
88	6.2	Numeric	Right	Total tons rounded to 2 decimals.	00000150
96	3.2	Numeric	Right	Enter extra large kernels (ELK) percent;	03500
				zero fill if <b>not</b> " <b>VIR</b> " peanuts.	(35 percent)

# C Receipt Record Format (Continued)

Position	Size	Туре	Justified	Explanation	Example
101	2.2	Numeric	Right	Enter moisture percent.	1000
					(10 percent)
105	3.2	Numeric	Right	Enter foreign material percent.	00700
					(7 percent)
110	3.2	Numeric	Right	Enter sound split (SS) percent.	00500
					(5 percent)
115	3.2	Numeric	Right	Enter total sound mature kernels (SMK)	07500
				percent.	(75 percent)
120	3.2	Numeric	Right	Enter other kernels (OK) percent.	00250
					(2.5 percent)
125	3.2	Numeric	Right	Enter total damage percent.	00100
					(1 percent)
130	3.2	Numeric	Right	Enter hull percent.	02150
					(21.5 percent)
135	3.2	Numeric	Right	Enter total hull and kernel percent.	10000
					(100 percent)
140	2.2	Numeric	Right	Enter rancidity, mold, and decay (RMD)	0050
				percent; valid range is 0 (minimum)	(.50 percent)
				through 1.00 (maximum). Field will	
				allow 2 digits and 2 decimals.	
144	2.2	Numeric	Right	Enter the total amount of receiving	1075
				charges.	(\$10.75)
148	1	Alpha	Left	ENTER either " <b>Y</b> " for "Yes" or " <b>N</b> " for	Y
				"No" to indicate whether the receiving	
				charges have been paid.	
149	8	Numeric		Date storage paid through for this	20141231
				receipt. Enter in "CCYYMMDD"	
				format.	
				<b>Note:</b> If no storage has been paid, the	
				"date storage starts" shall be on	
157	2	Aleha		entered on the receipt.	ТТ
157	2	Alpha	D:-1-4	ENTER " <b>TT</b> " (constant value).	TT
159	1.4	Numeric	Right	Prepaid in-charges per ton.	00008
164	1 4	Numera	D:-1-4	Descrid out shores a state	(\$8.0000)
164	1.4	Numeric	Right	Prepaid out-charges per ton.	50000
1.00	1.	N	D:-1.4	Monthly stones - there are t	(\$5.0000)
169	1.6	Numeric	Right	Monthly storage charge per ton.	2820000
1.7.4	01				(\$2.820000)
176	81			Space fill.	

## **D** Trailer Record Format

Each peanut EWR data file **must** have a trailer record with the following format.

Position	Size	Туре	Justified	Explanation	Example
1	2	Numeric	Right	Code for the State where the loan or LDP	51
				will be made. This code <b>must</b> remain	
				consistent throughout the entire file.	
3	3	Numeric	Right	Code for the county where the loan or	802
				LDP will be made. This code <b>must</b>	(For VC
				remain consistent throughout the entire	Peanut DMA.)
				file.	
6	2	Numeric	Right	Enter the last 2 digits of CY.	14
8	5	Numeric	Right	FSN that increases by 1 for each file	40001
				created by the entity. The first digit of the	
				5-digit sequence number is the last digit of	
				CY. This number <b>must</b> remain consistent	
				throughout the entire file.	
13	2	Alpha	Left	ENTER "ZZ".	ZZ
15	4	Numeric	Right	ENTER " <b>9999</b> ".	9999
19	12			Space fill.	
31	4	Numeric	Right	Enter total number of receipts records in	0003
			-	the file.	
35	222			Space fill.	

## DMA Service County Office Contact Information

The following are the service County Office contacts.

DMA Name	Service County Office	E-Mail Address	Contact
Concordia Allied	Worth, Georgia	vicki.moore@ga.usda.gov	Vicki Moore
Producers		0 0	Phone: 229-776-6985
			Ext. 111
American Peanut	Calhoun, Georgia	carla.cook@ga.usda.gov	Carla Cook
Marketing			Phone: 229-849-2415
Associations, LLC			Ext. 100
Peanut Marketing	Eastland, Texas	sharon.curtis@tx.usda.gov	Sharon Curtis
Loan Services, LLC		_	Phone: 254-629-1636
			Ext. 104
VC Peanut DMA,	Southampton, Virginia	beth.francis@va.usda.gov	Beth Francis
LLC		_	Phone: 757-653-2532
			Ext. 113