

FSA
HANDBOOK

Price Support Commodity Loan Processing System
Automation for 2015 and Subsequent Years

For State and County Offices

SHORT REFERENCE

16-PS

UNITED STATES DEPARTMENT OF AGRICULTURE
Farm Service Agency
Washington, DC 20250

UNITED STATES DEPARTMENT OF AGRICULTURE

Farm Service Agency
Washington, DC 20250

**Price Support Commodity Loan Processing
System for 2015 and Subsequent Years
16-PS**

Amendment 1

Approved by: Acting Deputy Administrator, Farm Programs



Amendment Transmittal

A Reason for Issuance

This handbook has been issued to provide procedure for web-based commodity loan functions using CLPS.

Table of Contents

Page No.

Part 1 General Information

1	Purpose	1-1
2	CLPS Background and Functionality	1-2
3-19	(Reserved)	

Part 2 Commodity Loan Processing System (CLPS)

20	Security Roles	2-1
21	Accessing CLPS.....	2-1
22	Search Loans.....	2-2
23-29	(Reserved)	

Part 3 Pre-Loan Making Activities

30	Eligibility	3-1
31	COC Maximum Yields and Allocated Percentage	3-1
32	Customer Profiles.....	3-3
33	Establishing Customer Profiles.....	3-4
34	Establishing Customer Profile for Joint Operations	3-7
35	Associating Boards and Payment Entities	3-9
36	Research, Promotion, Marketing, and Assessment Boards	3-10
37-49	(Reserved)	

Part 4 Loan Making

Section 1 Creating Loan Applications

50	General Information.....	4-1
51	Creating Loan Applications in CLPS	4-3
52	Selecting Producers.....	4-4
53	Commodity Information	4-6
54	Farms Screen for Farm-Stored Loans.....	4-13
55	Storage Information Screen	4-14
56	Loan Calculation.....	4-29
57-79	(Reserved)	

Table of Contents (Continued)

Page No.

Part 4 Loan Making (Continued)

Section 2 Finalizing Loan Applications

80	Disbursements.....	4-201
81	Assessment Review Dates	4-203
82	Producer Signatures	4-204
83	Loan Summary.....	4-207
84	Second Party Review	4-208
85	Generating Agreements	4-209
86	Obtaining Producer Signatures	4-210
87	COC Determination	4-212
88	Loan Confirmation.....	4-217
89-99	(Reserved)	

Part 5 Loan Servicing

100	General Information.....	5-1
101	Repayment Options.....	5-5
102	Partial Repayments	5-9
103	Lump Sum Repayments.....	5-12
104	Other Adjustments	5-13
105	Remittance Details.....	5-18
106	Remittance Confirmation Screen.....	5-22
107	CCC-500M.....	5-26
108-199	(Reserved)	

Part 6 (Reserved)

200-299 (Reserved)

Part 7 Honey

300	Creating Honey Loans	7-1
301	Entering Storage Information for Honey Loans	7-4
302-319	(Reserved)	

Parts 8 and 9 (Reserved)

320-399 (Reserved)

Table of Contents (Continued)

Page No.

Part 10 Wool

400	Creating Wool Loans	10-1
401	Entering Storage Information for Nongraded Wool Loans	10-4
402	Entering Storage Information for Graded Wool Loans	10-7
403-419	(Reserved)	

Part 11 (Reserved)

420-499 (Reserved)

Part 12 Sugar

500	Creating Sugar Loans.....	12-1
501	Farm-Stored Sugar Loans	12-3
502	Warehouse-Stored Sugar Loans.....	12-6
503-599	(Reserved)	

Part 13 Corrections

Section 1 Loan Corrections

600	General Information.....	13-1
601	Loan Making Corrections	13-1
602	Canceling Loans Before COC Approval	13-3
603	Canceling Approved Loans.....	13-4
604	Canceling and Reissuing Disbursed Loans.....	13-8
605-649	(Reserved)	

Section 2 Repayment Corrections

650	Repayment Corrections Before Schedule of Deposit Has Been Prepared.....	3-101
651	Repayment Corrections After Schedule of Deposit Has Been Prepared	3-104

Table of Contents (Continued)

Exhibits

1	Reports, Forms, Abbreviations, and Redelegations of Authority
2	Definitions of Terms Used in This Handbook
3	Menu and Screen Index
4, 5	(Reserved)
6	Associated County Business Partner ID's
7-9	(Reserved)
10	CLPS Statuses
11	Example of CCC-677 After Loan Approval
12	Example of CCC-678 After Loan Approval
13-19	(Reserved)
20	Example of Canceled CCC-677
21-24	(Reserved)
25	NRRS Statuses

Part 1 General Information

1 Purpose

A Handbook Purpose

This handbook provides automation procedure to State and County Offices for administering commodity loans using CLPS for 2015 and subsequent crop years.

B Responsibilities

PECD has the responsibility for the instructions in this handbook. PSD has the responsibility for policy in 8-LP and other commodity handbooks.

C Related Handbooks

FSA handbooks related to commodity loans are listed in this table.

Handbook	Purpose
9-AO	Audits and investigations.
16-AO	State and county organization and administration.
1-APP	Program appeals, mediation, and litigation.
25-AS	State and county records operations.
1-CM	Signatures, powers of attorney, common management, and operating provisions.
2-CM	Farm reconstitutions.
3-CM	Farm, tract, and crop data.
9-CM	Common Payment System.
1-CMA	Eligibility and payment limitation procedures for CMA's, DMA's, and LSA's.
7-CN	Cotton.
2-CP	Acreage reports, acreage determinations, and spot checks.
7-CP	Finality rule and equitable relief.
1-FI	Issuing payments.
3-FI	State and county deposits and receipts.
50-FI	Interest rates.
58-FI	Managing FSA and CCC debt.
61-FI	Handling prompt payment interest penalties.
62-FI	Reporting data to IRS.
63-FI	Assignment and Joint Payment System.
64-FI	Establishing and reporting receipts and receivables in NRRS.
2-LP Grains and Oilseeds	Provisions for grains and oilseeds.
2-LP Honey	Provisions for honey.
2-LP Peanuts	Provisions for peanuts.
2-LP Rice	Provisions for rice.
8-LP	General loan making provisions.
3-PL	Web-based subsidiary files.
5-PL	Payment eligibility, payment limitation, and average AGI.
15-PS	eLDP provisions.
10-SU	Sugar.

2 CLPS Background and Functionality

A Overview

CLPS:

- is a web-based loan making system for processing commodities eligible for commodity loans
- uses eAuthentication in the same manner that National, State, and County Offices use for other web-based programs
- operates through a centralized database
- is available 24 hours a day, 7 days a week, **except** during routine backups and maintenance.

B Functionality

Follow the instructions in this handbook when using CLPS to accomplish automated functions for the following activities:

- loan making
- loan servicing
- corrections.

3-19 (Reserved)

Part 2 Commodity Loan Processing System (CLPS)

20 Security Roles

A State Office Security Roles

State Office users **must** request access using FSA-13-A with a State role of “app.fsa.clps.stateadmin”.

B County Office Security Roles

County Office users automatically have access to CLPS based on their County Office assignments.

21 Accessing CLPS

A Commodity Loan Processing System

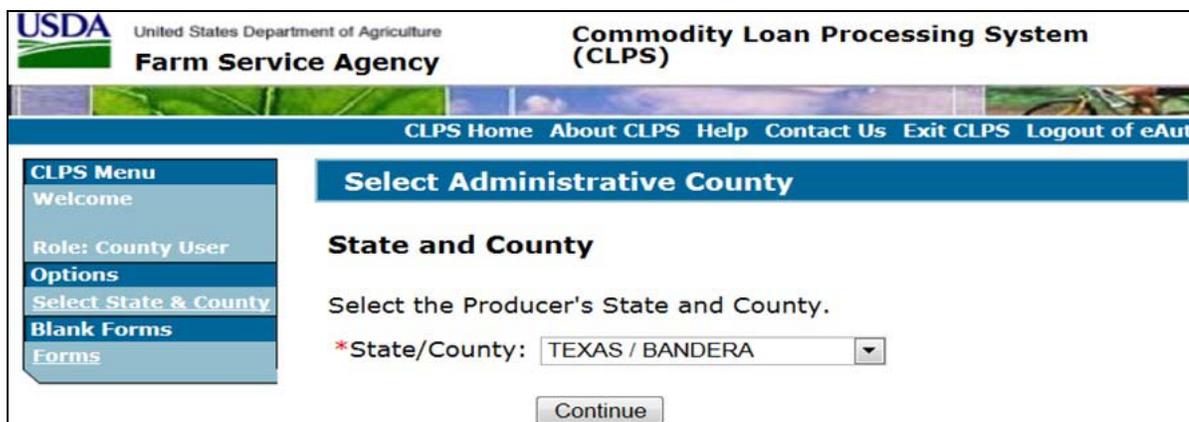
Access CLPS from the FSA Applications Screen at **<http://intranet.fsa.usda.gov/fsa/applications.asp>**.

From the FSA Applications Screen:

- CLICK “A-C”
- CLICK “CLPS” to display the eAuthentication Screen
- CLICK “Log In LincPass (PIV)” and enter PIV pin, or enter user ID and password and CLICK “Login”, to display the Select Administrative County Screen.

B Example of the Select Administrative County Screen for County Office Users

Following is an example of the Select Administrative Screen for County Office users.



21 Accessing CLPS (Continued)

C Action

On the Select Administrative County Screen for County Office users:

- using the “State” and “County” drop-down lists, select the State and county
- CLICK “**Continue**” to display the Search Loans Screen.

D Example of the Select Administrative County Screen for State Office Users

Following is an example of the Select Administrative Screen for State Office users.

E Action

On the Select Administrative County Screen for State Office users:

- using the “State” drop-down list, select the State
- using the “County” drop-down list, select the county
- CLICK “**Continue**” to display the Search Loans Screen.

22 Search Loans

A Overview

The Search Loans Screen is the starting point for selecting producers or loans to process loans.

22 Search Loans (Continued)

B Example of the Search Loans Screen

Following is an example of the Search Loans Screen.

C Action

On the Search Loans Screen, users can search for either the producer or for the specific loan.

To search by producer:

- using the “Crop Year” drop-down list, select the crop year
- CLICK “**Producer**”
- CLICK “**Search**” to display the SCIMS Search Page
- select the applicable producer to display the Search Results Screen.

To search by the loan number:

- using the “Crop Year” drop-down list, select the crop year
- CLICK “**Loan Number**”
- enter the loan number

Note: “Loan Number” field can be left blank. If left blank, a list of all loans in the county will be displayed on the Search Results Screen.

- CLICK “**Search**” to display the Search Results Screen.

22 Search Loans (Continued)

D Example of the Search Results Screen

Following is an example of the Search Results Screen.

CLPS Menu

Welcome USER
NAME
Role: State Admin

Options

Select State & County

Loan Making

Search Loans

New Loan

New Sugar Loan

Reports

Reports

Blank Forms

Forms

Search Results

State: TEXAS
County: MEDINA

Search Results

Crop Year: 2015

Producer: PRODUCER NAME

Status: All

Loan #	Primary Contact	Commodity	Loan Type	Status
20000	PRODUCER NAME Qty: 500 BU Amt: \$1,070.00	CORN - YC	Farm Stored	Disbursed
			Print View Service	
20002	PRODUCER NAME Qty: 410.00 BU Amt: \$877.40	CORN - YC	Warehouse Fully Repaid Stored	Fully Repaid
			Print View Service	
20007	PRODUCER NAME Qty: 1,000 BU Amt: \$2,140.00	CORN - YC	Farm Stored	Disbursed
			Print View Service	
20011	PRODUCER NAME Qty: 500 CWT Amt: \$5,180.00	LEND - LEN	Farm Stored	Disbursed
			Print View Service	
20012	PRODUCER NAME Qty: 500 BU Amt: \$1,070.00	CORN - YC	Farm Stored	Disbursed
			Print View Service	
20032	PRODUCER NAME Qty: 100.00 BU Amt: \$214.00	CORN - YC	Warehouse Draft Stored	Draft
			Print Edit	

23-29 (Reserved)

Part 3 Pre-Loan Making Activities**30 Eligibility****A Overview**

Before a loan can be entered into CLPS the following are required:

- FSA-578 filed for the specified crop and crop year
- COC maximum yield and allocated percentage established
- customer profile created for the specified crop and crop year in LDP
- appropriate boards and entities associated with the county loaded in Business Partner
- CCC-10 on file for producer. The county cannot create the profile until CCC-10 is filed.

31 COC Maximum Yields and Allocated Percentage**A Overview**

Annually, COC's **must** determine reasonable estimates of yields for each commodity available for loan based on crop and weather conditions according to 8-LP. The yield **must** be entered in the eLDP table.

An allocated percentage **must** be entered for each commodity placed under loan to provide the maximum quantity that can be used for loan applications in CLPS. The COC-established maximum yields and allocated percentage **must** be recorded **before** a loan is processed for a commodity.

For CY 2015 and subsequent crop years, the allocated percentage **must** be entered as "100" in eLDP.

31 COC Maximum Yields and Allocated Percentage (Continued)

B Example of the County Commodity Yields Screen

Following is an example of the County Commodity Yields Screen in eLDP.

County Commodity Yields					
County FSA Office: HARTLEY		State/County Code: TX205		Telephone: (806)365-4453 x2	
Crop Year: 2015		<input type="button" value="GO"/>			
Commodity	Class	UOM	Irr. Yield	Non-Irr. Yield	Allocated %
BARLEY		Bushels			
CANOLA		Cwt.			
CHICKPEAS	Large	Cwt.			
CHICKPEAS	Small	Cwt.			
CORN		Bushels			
COTTON		Lbs.			
COTTON-ELS		Lbs.			
CRAMBE		Cwt.			
DRY PEAS		Cwt.			
FLAXSEED		Cwt.			
LENTILS		Cwt.			
MUSTARD		Cwt.			
OATS		Bushels			
PEANUTS	Runner	Tons			
PEANUTS	Spanish Southeast	Tons			
PEANUTS	Spanish Southwest	Tons			
PEANUTS	Valencia	Tons			
PEANUTS	Virginia	Tons			
RAPESEED		Cwt.			
RICE	Long	Cwt.			
RICE	Medium	Cwt.			

31 COC Maximum Yields and Allocated Percentage (Continued)**C Action**

From the FSA Applications Screen:

- CLICK “**D-F**”
- CLICK “**eLDP – Electronic Loan Deficiency Payments**” to display the eAuthentication Screen
- CLICK “**Log In LincPass (PIV)**” and enter PIV pin, or enter user ID and password and CLICK “**Login**”, to display the Welcome to Price Support Screen
- from the left navigation menu, CLICK “**Administrative**”
- from the left navigation menu, CLICK “**COC Max Yield**” to display the County Commodity Yield Screen
- enter yields, as applicable
- in the “Allocated %” field, ENTER “**100**”
- CLICK “**Submit**”.

32 Customer Profiles**A Overview**

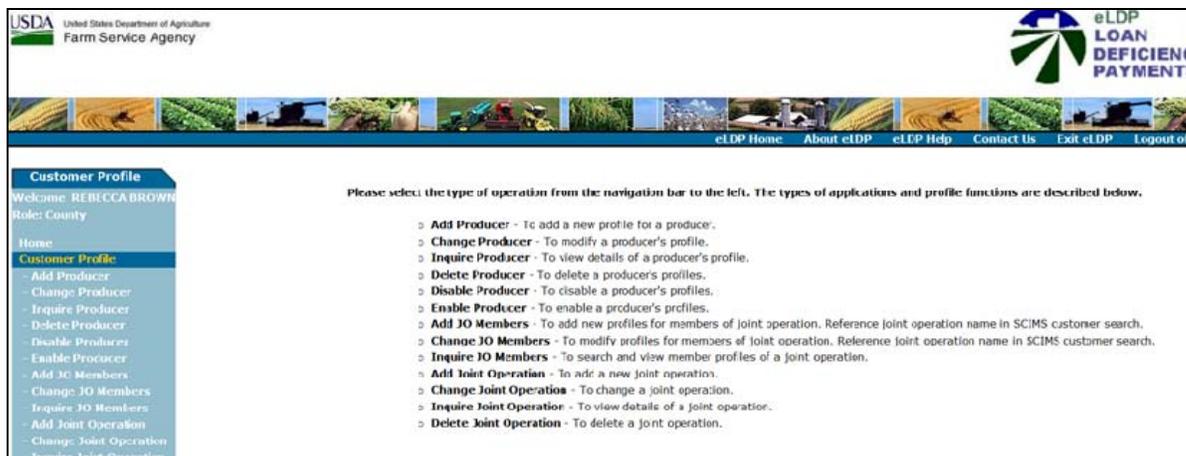
A customer profile **must** be established **before** processing a loan application in CLPS or the eLDP system. The eLDP system provides the capability to establish common and joint operation profiles. Common profiles include individual producers, corporations, and all other SCIMS business types **except** joint operations. Joint operation profiles are created for entities with SCIMS business codes “02”, general partnerships and “03”, joint ventures.

FSA-578 **must** be completed and certified through the Crop Acreage Reporting System **before** establishing the customer profile in the eLDP system. Commodities other than wool, pelts, and honey are populated directly from FSA-578 information and loaded for an individual producer or joint operation. If an eligible commodity does **not** populate, the user **must** first ensure that FSA-578 information is correct and COC maximum established yields and the allocated percentage is loaded according to paragraph 31.

32 Customer Profiles (Continued)

B Example of the Customer Profile Screen

Following is an example of the Customer Profile Screen in eLDP.



C Action

From the FSA Applications Screen:

- CLICK “**D-F**”
- CLICK “**eLDP – Electronic Loan Deficiency Payments**” to display the eAuthentication Screen
- CLICK “**Log In LincPass (PIV)**” and enter PIV pin, or enter user ID and password and CLICK “**Login**”, to display the Welcome to Price Support Screen
- from the left navigation menu, CLICK “**Customer Profile**”.

33 Establishing Customer Profiles

A Overview

Customer profiles are county specific. If the customer has acreage reports recorded in multiple counties, a customer profile **must** be established in each county.

33 Establishing Customer Profiles (Continued)

B Example of the Customer Profile Screen

Following is an example of the Customer Profile Screen in eLDP.

USDA United States Department of Agriculture
Farm Service Agency

eLDP LOAN DEFICIENCY PAYMENTS

eLDP Home About eLDP eLDP Help Contact Us Exit eLDP Logout of eAuth

Customer Profile->Add Producer->Add Profile Terms and Conditions

Add Profile Terms and Conditions

Welcome Susan Keenan
Role: County

County FSA Office: JASPER State/County Code: IA099 Telephone: 202-555-1234

Home

Customer Profile

- Add Producer
- Change Producer
- Inquire Producer
- Delete Producer
- Disable Producer
- Enable Producer
- Add Joint Operation
- Change Joint Operation
- Inquire Joint Operation
- Delete Joint Operation

Version 13

Producer Name: IM Farmer State: IA

Address: 123 Main St Zip: 50170

City: Anytown, ST, 12345 Email Address:

Tax ID: xxx-xx-9999 Tax ID Type: S

Part A - Producer Terms and Conditions (Please check as applicable)

Crop Year:

Spotcheck is required for this producer.

633EZ, Page 1, Date Filed:

Is this producer also a member of partnership or joint venture? Yes No

Continue Cancel Help

C Action

From the FSA Applications Screen:

- CLICK **“D-F”**
- CLICK **“eLDP - Electronic Loan Deficiency Payments”** to display the eAuthentication Screen
- CLICK **“Log In LincPass (PIV)”** and enter PIV pin, or enter user ID and password and CLICK **“Login”**, to display the Welcome to Price Support Screen
- from the left navigation menu, CLICK **“Customer Profile”**

33 Establishing Customer Profiles (Continued)

C Action (Continued)

- CLICK “Add Producer” to display the SCIMS Search Page
- select applicable producer
- select applicable crop year
- CLICK “radio button” to answer if a spot check is required for this producer
- enter date CCC-633 EZ, Page 1 was filed or if **not** filed, enter the current date
- CLICK “Continue”.

D Example of the Profile Summary Screen After a Customer Profile Has Been Added

Following is an example of the Profile Summary Screen after a customer profile has been added.

eLDP Home About eLDP eLDP Help Contact Us Exit eLDP Logout of eAuth

Customer Profile->Inquire Producer->Producer Search->Profile Summary

Profile Summary

County FSA Office: MEDINA State/County Code: TX325 Telephone:

Producer Name: State:
Address: Zip:
City: Email Address:

Part A - Producer Terms and Conditions
Is spotcheck required for this producer?N

Part B - Producer Allocation Information
Crop Year: 2015
Cropland Factor: 1.0
Combined Permitted/AGI Factor: 1.0
Effective Allocation Factor: 1.0

Commodity Detail

Commodity	Class	Farm Number	Compl Class	COC Irr. Yield	COC Non-Irr. Yield	Reasonable Quantity	Allocated Quantity
CANOLA	Canola	0007135	SPR	100.00	100.00	3,000.00	3,000.00
HONEY	Non-Table	ALL		0.00	0.00	100,000.00	100,000.00
HONEY	Table	ALL		0.00	0.00	100,000.00	100,000.00
WHEAT	Soft Red Winter	0007135	SRW	100.00	100.00	3,000.00	3,000.00
WHEAT	Soft Red Winter	0007134	SRW	100.00	100.00	5,000.00	5,000.00
WOOL	Graded	ALL		0.00	0.00	100,000.00	100,000.00
WOOL	Ungraded	ALL		0.00	0.00	100,000.00	100,000.00

Commodity Summary

Commodity	Class	633EZ Date Filed	Total Reasonable Quantity	Total Allocated Quantity	Total Available Quantity
CANOLA	Canola	01/01/2015	3,000.00	3,000.00	3,000.00
HONEY	Non-Table	01/01/2015	100,000.00	100,000.00	100,000.00
HONEY	Table	01/01/2015	100,000.00	100,000.00	100,000.00
WHEAT	Soft Red Winter	01/01/2015	8,000.00	8,000.00	8,000.00
WOOL	Graded	01/01/2015	100,000.00	100,000.00	100,000.00
WOOL	Ungraded	01/01/2015	100,000.00	100,000.00	100,000.00

OK Profile Summary as PDF

34 Establishing Customer Profile for Joint Operations

A Overview

Joint operation profiles are created for entities with SCIMS business codes “02”, for general partnerships and “03”, for joint ventures.

B Example of the Crop Year Screen for a Joint Operation Customer Profile

Following is an example of the Crop Year Screen for a joint operation customer profile.

Customer Profile->Add JO Members->Crop Year

Crop Year		
County FSA Office: JASPER	State/County Code: IA099	Telephone: (641)792-5019
Partnership Name: Farmer & Farmer Johnson	State: IA	
Address: 1234 Main St	Zip: 50208	
City: Anytown	Email Address: FFJ@xyz.com	
Tax ID: XXX-XX-0000	Tax ID Type: E	
Crop Year: 2014		
Effective Date: 2014 January 1		
OK Cancel Help		

C Action

From the FSA Applications Screen:

- CLICK “**D-F**”
- CLICK “**eLDP - Electronic Loan Deficiency Payments**” to display the eAuthentication Screen
- CLICK “**Log In LincPass (PIV)**” and enter PIV pin, or enter user ID and password and CLICK “**Login**”, to display the Welcome to Price Support Screen
- from the left navigation menu, CLICK “**Customer Profile**”

34 Establishing Customer Profile for Joint Operations (Continued)**C Action (Continued)**

- CLICK “Add JO Member”
- CLICK “OK”
- on the SCIMS Customer Search Screen, select the joint operation using the applicable search criteria
- enter tax ID of the joint operation and **not** the ID of an individual
- select applicable crop year
- enter effective date of the joint operation

Important: eLDP effective date refers to the date for which the profile is active for the crop year and **not** the date on which the operation was created. The effective date **must** be before the signed CCC-633 EZ, Page 1 date, or the current date, if CCC-633 EZ was **not** filed.

- CLICK “radio button” to answer if a spot check is required for this producer

Important: Verify the name of the producer in the top left portion of the screen because the spot check selection entered on this screen pertains to that producer **only**.

- enter date CCC-633 EZ, Page 1 was filed for the operation in the applicable field, or the current date if CCC-633 EZ was **not** filed
- CLICK “Continue”
- at the bottom of the screen, CLICK “Next Producer” and repeat process for all members
- CLICK “Add JO Members” to complete the profile.

35 Associating Boards and Payment Entities

A Overview

All counties that disburse loans **must** associate the “FSA & NRCS & RD Administrative Office & USDAARS” payment entity to their respective County Office.

Important: Payments will fail if this entity is **not** associated to the county making the payment.

B Action

From the FSA Applications Screen:

- CLICK “**G-O**”
- CLICK “**MIDAS–Modernize and Innovate the Delivery of Agricultural Systems**” to display the eAuthentication Screen
- CLICK “**Log In LincPass (PIV)**” and enter PIV pin, or enter user ID and password and CLICK “**Login**”, to display the MIDAS portal
- CLICK “**CRM@FSA**”
- CLICK “**Business Partner**”
- CLICK “**Search Customers/Contacts**”
- in the “BP Number ID” field, ENTER “**8011240692**”
- CLICK “**Search**”
- in the results list, CLICK “**FSA & NRCS & RD Administrative Office & USDAARS**”
- in the “Address Assignment” block, add the County Office address and ensure that the address type of “Mailing” is selected
- in the “Program Participation Assignment” block, add the County Office
- in the “Associated County Assignment” block, add the County Office and ensure that the County Office address that was added to the Business Partner record is attached.

36 Research, Promotion, Marketing, and Assessment Boards

A Overview

Research, Promotion, Marketing, and Assessment Boards are in Business Partner and shall have program participation associated to their respective County Offices **before** processing loans associated with an assessment.

B Action

From the FSA Applications Screen:

- CLICK “**G-O**”
- CLICK “**MIDAS–Modernize and Innovate the Delivery of Agricultural Systems**” to display the eAuthentication Screen
- CLICK “**Log In LincPass (PIV)**” and enter PIV pin or enter user ID and password and CLICK “**Login**”
- CLICK “**OK**” to display the MIDAS portal
- CLICK “**CRM@FSA**”
- CLICK “**Business Partner**”
- CLICK “**Search Customers/Contacts**”
- in the “BP ID” field, from the list in Exhibit 6, enter Business Partner ID
- CLICK “**Search**”
- in the results list, click the board name
- in the “Program Participation Assignment” block, add the County Office
- in the “Associated County Assignment” block, add the County Office and ensure that the County Office address that was added to the Business Partner record is attached.

Important: Do **not** change the address of the assessment boards listed in Exhibit 6.

37-49 (Reserved)

Part 4 Loan Making

Section 1 Creating Loan Applications

50 General Information

A Overview

Loan applications may be submitted by producers for:

- farm-stored nonrecourse and recourse MAL
- warehouse-stored nonrecourse and recourse MAL
- sugar loans.

See:

- 8-LP for a list of eligible MAL commodities
- 10-SU for eligible sugar loans.

B Farm-Stored Loans

Producers requesting farm-stored loans **must** provide the following:

- producer or processor information
- commodity
- commodity type and/or class or variety, if applicable
- farm where the commodity was produced

Note: Specific farm is not required; can be all.

- storage location State and county and bin and/or seal description
- quantity per storage structure and location
- bin measurements, if applicable
- special conditions applicable to the commodity.

50 General Information (Continued)**C Warehouse-Stored Loans**

Producers requesting warehouse-stored loans **must** provide the following:

- producer or processor information
- farm where the commodity was produced

Note: Specific farm is not required; can be all.

- the following warehouse receipt data:
 - commodity
 - commodity type and/or class or variety, if applicable
 - FSN where the commodity was produced (not required)
 - warehouse code
 - warehouse State and county
 - quantity per warehouse receipt
 - special conditions, if applicable
 - invoice for authorized charges, if applicable.

D Farm-Stored In Processed Sugar Loans

Sugar processors requesting farm-stored loans in-process sugar loans for their affiliated sugar producers **must** provide the following information:

- sugar processor information
- type and/or class of sugar
- quantity offered as loan collateral
- storage information.

E Warehouse-Stored Raw or Refined Sugar Loan Applications

Sugar loan processors requesting warehouse-stored sugar loans for their affiliated sugar producers **must** provide the following information:

- sugar processor information
- warehouse receipt data.

51 Creating Loan Applications in CLPS

A Overview

Each loan application **must** be for the same:

- commodity and type and/or class
- storage type (for example, farm-stored or warehouse-stored)
- warehouse code, if it is a warehouse-stored loan
- type of loan (for example, nonrecourse or recourse)
- special condition, if applicable.

Note: A special condition applicable to a specific commodity may result in reduction in loan quantity or loan rate. See 8 LP for additional information.

The Search Loans Screen is the starting point for all commodity loans in CLPS.

B Example of the Search Loans Screen

Following is an example of the Search Loan Screen.

C Action

To create a new loan, from the left navigation menu, CLICK “**New Loan**”. The Producer Information Screen will be displayed.

52 Selecting Producers

A Overview

The Producer Information Screen allows user to add producers to a new loan.

B Example of the Producer Information Screen Before Producer Selected

Following is an example of the Producer Information Screen before a producer is selected.

C Action

For a single producer loan application:

- using the “Crop Year” drop-down list, select the crop year
- CLICK “**Add Producer**” to display the SCIMS Search Page
- select producer to redisplay the Producer Information Screen
- enter loan application date
- in the “Share Percentage” field, ENTER “**100.00**”
- CLICK “**Continue**” to display the Commodity Information Screen
- enter the commodity information according to paragraph 53.

52 Selecting Producers (Continued)

C Action (Continued)

For a multiple producer loan application:

- using the “Crop Year” drop-down list, select the applicable crop year
- CLICK “Add Producer” to display the SCIMS Search Page
- select producer to redisplay the Producer Information Screen
- enter the loan application date
- enter share percentage
- CLICK “Add Producer” to display the SCIMS Search Page
- select producer to display the Producer Information Search Page
- enter percentage and repeat for additional producers
- next to the producer that is the primary contact, CLICK “Primary Contact”
- CLICK “Continue” to proceed to the next screen
- enter commodity information according to paragraph 53.

D Example of the Producer Information Screen After Producer Selected

Following is an example of the Producer Information Screen after a producer has been added to the new loan.

The screenshot displays the 'Producer Information' screen within the 'Commodity Loan Processing System (CLPS)'. The header includes the USDA logo and 'United States Department of Agriculture Farm Service Agency'. The main content area shows the following details:

- Status:** (blank)
- State:** TEXAS
- County:** MEDINA
- Loan Number:** (blank)
- Crop Year:** 2015
- Commodity:** (blank)
- Loan Type:** (blank)
- Contact:** (blank)

Below these details is a field for '*Loan Application Date:' with a date picker set to 07/27/2015. A table lists the producer information:

Producer	Share (%)	Primary Contact	Action
PRODUCER NAME	0.00	<input checked="" type="radio"/>	Delete

An 'Add Producer' button is located below the table.

52 Selecting Producers (Continued)

E Example of the Producer Information Screen for Multiple Producers

Following is an example of the Producer Information Screen for multiple producers.

USDA United States Department of Agriculture
Farm Service Agency

Commodity Loan Processing System (CLPS)

CLPS Home About CLPS Help Contact Us Exit CLPS Logout of eAuth

CLPS Menu
 Welcome USER
 NAME
 Role: State Admin
Options
[Select State & County](#)
Loan Making
[Search Loans](#)
[New Loan](#)
[New Sugar Loan](#)
Reports
[Reports](#)
Blank Forms
[Forms](#)

Producer Information

Status:
State: TEXAS **County:** MEDINA
Loan Number: **Crop Year:** 2015
Commodity: **Loan Type:**
Contact:

Producer	Share (%)	Primary Contact	Action
PRODUCER B	50	<input type="radio"/>	Delete
PRODUCER NAME	50	<input checked="" type="radio"/>	Delete

53 Commodity Information

A Overview

The Commodity Information Screen allows the user to complete the information related to the commodity being put into farm-stored or warehouse-stored loan. The screen includes the following sections:

- “Application Date”
- “Loan Type”
- “Commodity”
- “Warehouse”, if applicable

Note: If the “Storage” selected is warehouse, an additional section to enter the warehouse information will be displayed on the screen.

- “Conditions”.

53 Commodity Information (Continued)

B Example of the Commodity Information Screen for Farm-Stored Loan

Following is an example of the Commodity Information for a farm-stored loan.

USDA United States Department of Agriculture
Farm Service Agency

Commodity Loan Processing System (CLPS)

CLPS Home About CLPS Help Contact Us Exit CLPS Logout of eAuth

CLPS Menu
 Welcome USER
 NAME
 Role: State Admin
Options
 Select State & County
Loan Making
 Search Loans
 New Loan
 New Sugar Loan
Reports
 Reports
Blank Forms
 Forms

Commodity Information

Status:
State: TEXAS **County:** MEDINA
Loan Number: **Crop Year:** 2015
Commodity: **Loan Type:**
Contact: PRODUCER NAME

Application Date
 *Loan Application Date: 02/17/2015

Loan Type
 *Storage: Warehouse Farm
 *Funding Type: Non-recourse Recourse

Commodity
 *Commodity: <Select Commodity>
 Class/Variety/Type: <Select Class/Variety/Type>
 Unit of Measure:

Conditions
 *Structure: Measurable Non-measurable
 Condition: None

Continue Back Cancel

53 Commodity Information (Continued)

C Field Descriptions and Actions for the Commodity Loan Screen for a Farm-Stored Loan

The following table provides the field descriptions and actions for the Commodity Information Screen for a farm-stored loan.

Field/Button	Description	Action
Header Information		
Status	Blank until the loan application has been saved.	
State	Name of the producer's State.	
County	Name of the producer's county.	
Loan Number	Blank until the loan application has been saved.	
Crop Year	Crop year of the loan.	
Commodity	Blank until the commodity type is selected.	
Loan Type	Identifies the loan as either farm-stored or warehouse-stored. Blank until the loan type has been selected.	
Contact	Primary contact for the loan.	
Loan Application Date		
Loan Application Date	Date loan application request from CCC-666 was received by the County Office.	Enter date by either: <ul style="list-style-type: none"> • entering the date in the "mm/dd/yyyy" format • clicking "Calendar" icon.
Loan Type		
Storage	Type of storage for the loan.	CLICK " Farm ".
Funding Type	Type of funding for the commodity.	" Non-recourse " is defaulted. CLICK " Recourse " only when the loan is recourse.

53 Commodity Information (Continued)

C Field Descriptions and Actions for the Commodity Loan Screen for a Farm-Stored Loan (Continued)

Field/Button	Description	Action
Commodity		
Commodity	Type of commodity. Note: Only eligible commodities for the producers with a customer profile are displayed.	Using the “Commodity” drop-down list, select the commodity.
Class/Variety/Type	Class/variety/type for the commodity.	Using the “Class/Variety/Type” drop-down list, select the class/variety/type.
Unit of Measure	Unit of measure for the commodity.	
Conditions		
Structure	Identifies whether the structure can be measured. Note: When storage type is “Warehouse”, this field defaults to “Measurable”.	CLICK: <ul style="list-style-type: none"> • “Measurable” for storage structure that can be measured • “Non-Measurable” for storage structure that cannot be measured
Condition	Condition of the loan.	Using the “Condition” drop-down list, select the condition, as applicable.
Ear	When the commodity selected is “Corn”, this field will be displayed.	CLICK “ Ear ” only when the loan is for ear corn.
Continue		CLICK “ Continue ” to proceed to the next screen.
Back		CLICK “ Back ” to return to previous screen.
Cancel		CLICK “ Cancel ” to cancel the process.

53 Commodity Information (Continued)

D Example of the Commodity Information Screen for Warehouse-Stored Loan

Following is an example of Commodity Information Screen for a warehouse-stored loan.

USDA United States Department of Agriculture
Farm Service Agency

Commodity Loan Processing System (CLPS)

CLPS Home About CLPS Help Contact Us Exit CLPS Logout of eAuth

CLPS Menu
 Welcome USER
 NAME
 Role: State Admin
Options
 Select State & County
Loan Making
 Search Loans
 New Loan
 New Sugar Loan
Reports
 Reports
Blank Forms
 Forms

Commodity Information

Status:
State: TEXAS **County:** MEDINA
Loan Number: **Crop Year:** 2015
Commodity: **Loan Type:**
Contact: PRODUCER NAME

Application Date
 *Loan Application Date: 02/17/2015

Loan Type
 *Storage: Warehouse Farm
 *Funding Type: Non-recourse Recourse

Commodity
 *Commodity: <Select Commodity>
 Class/Variety/Type: <Select Class/Variety/Type>
 Unit of Measure:

Warehouse
 *Warehouse Code:
 *State: <Select State>
 *County: <Select County>

Conditions
 *Structure: Measurable Non-measurable
 Condition: None

Continue Back Cancel

53 Commodity Information (Continued)

E Field Descriptions and Actions for the Commodity Loan Screen for a Warehouse-Stored Loan

The following table provides the field descriptions and actions for the Commodity Information Screen for a warehouse-stored loan.

Field/Button	Description	Action
Header Information		
Status	Blank until the loan application has been completed.	
State	Name of the State administering the loan.	
County	Name of the county administering the loan.	
Loan Number	Blank until the loan application has been completed.	
Crop Year	Crop year of the loan.	
Commodity	Blank until the commodity type is selected.	
Loan Type	Identifies if the loan is farm-stored or warehouse-stored. Blank until loan type is selected.	
Contact	Primary contact for the loan.	
Loan Application Date		
Loan Application Date	Date loan application was received by the County Office.	Enter date by either: <ul style="list-style-type: none"> • entering the date in the “mm/dd/yyyy” format • clicking “Calendar” icon.
Loan Type		
Storage	Type of storage for the loan.	CLICK “Warehouse”.
Funding Type	Type of funding for the commodity.	

53 Commodity Information (Continued)

E Field Descriptions and Actions for the Commodity Loan Screen for a Warehouse-Stored Loan (Continued)

Field/Button	Description	Action
Commodity		
Commodity	Type of commodity. Note: Only eligible commodities for the producers with a customer profile are displayed.	Using the “Commodity” drop-down list, select the commodity.
Class/Variety/Type	Class/variety/type for the commodity.	Using the “Class/Variety/Type” drop-down list, select the class/variety/type.
Unit of Measure	Unit of measure for the commodity.	
Warehouse		
Warehouse Code	Identifies the warehouse code.	Enter the warehouse code.
State	Identifies the State location of the warehouse on the warehouse receipt.	Using the “State” drop-down list, select the State of the warehouse.
County	Identifies the county location of the warehouse that is on the warehouse receipt.	Using the “County” drop-down list, select the county of the warehouse.
Conditions		
Structure	Identifies that the structure can be measured. Note: This field defaults to “Measurable”.	
Condition	Identifies the condition of the loan.	Using the “Condition” drop-down list, select the condition, as applicable.
Continue		CLICK “ Continue ” to proceed to the next screen.
Back		CLICK “ Back ” to return to previous screen.
Cancel		CLICK “ Cancel ” to cancel the process.

54 Farms Screen for Farm-Stored Loans

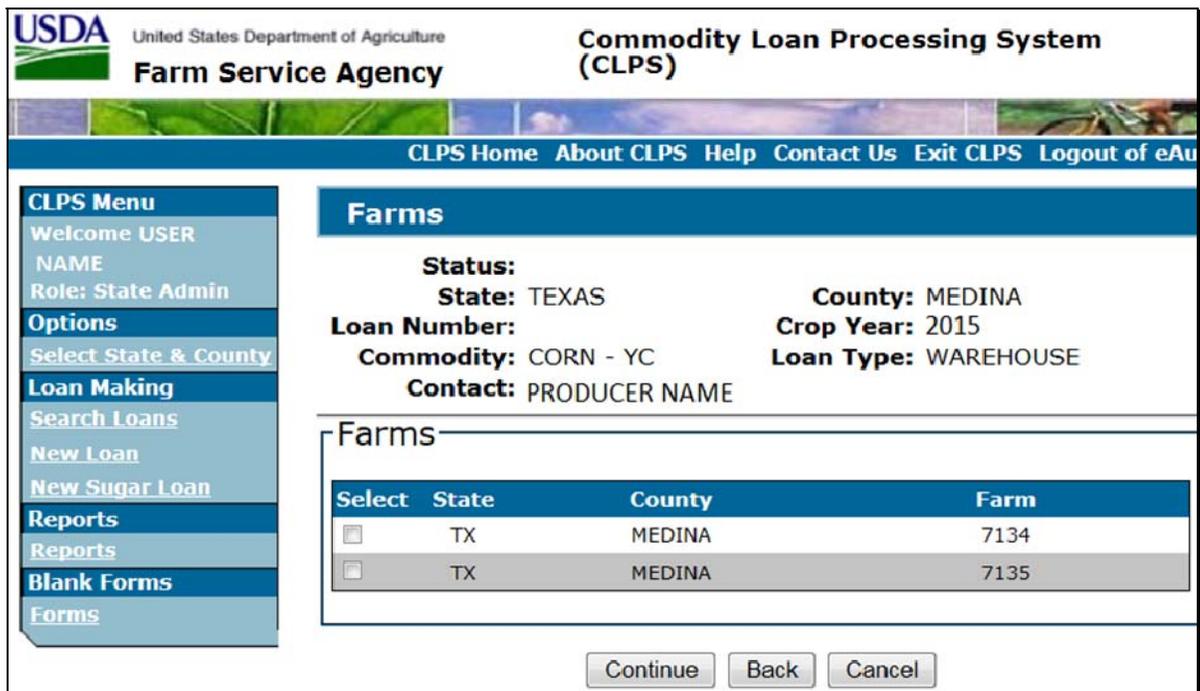
A Overview

The Farms Screen will retrieve and display the farm number where the commodity was produced according to the commodity selected on the Commodity Information Screen.

The list of the farms is retrieved from the customer profile of the producer.

B Example of the Farms Screen

Following is an example of the Farms Screen.



C Action

On the Farms Screen:

- next to farms associated with the production of the loan commodity, CLICK “Select”
- CLICK “Continue” to proceed to the Storage Information Screen
- “Back” to return to previous screen
- “Cancel” cancel the process.

55 Storage Information Screen

A Overview

The Storage Information Screen will allow entering storage information relating to the commodity specified in the Commodity Information Screen. User shall enter the applicable storage data according to the type of loan and the commodity in the loan.

CLPS automatically:

- adds the quantity in each bin or receipt added to the loan to determine the requested quantity
- checks the customer profile to determine whether there is enough available quantity to cover the requested quantity.

Note: A message will be displayed if the available quantity is **not** enough to cover the requested quantity.

Commodities, such as honey and wool, will display additional data fields to enter commodity specific storage information.

55 Storage Information Screen (Continued)

B Example of the Storage Information Screen for a Farm-Stored Loan

Following is an example of the Storage Information Screen for a farm-stored loan.

The screenshot displays the 'Storage Information' screen within the 'Commodity Loan Processing System (CLPS)'. The header includes the USDA logo and 'Farm Service Agency'. A navigation bar contains links for 'CLPS Home', 'About CLPS', 'Help', 'Contact Us', 'Exit CLPS', and 'Logout of eAuth'. A left-hand menu lists options like 'Welcome USER', 'NAME', 'Role: State Admin', 'Options', 'Select State & County', 'Loan Making', 'Search Loans', 'New Loan', 'New Sugar Loan', 'Reports', 'Reports', 'Blank Forms', and 'Forms'. The main content area shows loan details: Status, State (TEXAS), County (MEDINA), Loan Number, Commodity (CORN - YC), Crop Year (2015), Loan Type (FARM), and Contact (PRODUCER NAME). Below this is an 'Add Bin' form with fields for State (TEXAS), County (MEDINA), Farm Number, Storage Location, Seal/Bin/Lot (1), and Quantity (BU). A 'Bin Calculator' button is also present. At the bottom of the 'Add Bin' section are 'Add' and 'Clear' buttons. A 'Bins' table shows columns for State, County, Farm, Seal/Bin/Lot, and Quantity. It lists 'Available Quantity: 2,996 BU' and 'Requested Quantity: 0 BU'. At the very bottom are buttons for 'Save & Continue', 'Print Summary', 'Back', and 'Cancel'.

55 Storage Information Screen (Continued)

C Field Descriptions and Actions for the Storage Information Screen for a Farm-Stored Loan

The following table provides the field descriptions and actions for the Storage Information Screen for a farm-stored loan.

Field/Button	Description	Action
Header Information		
Status	Blank until the loan application has been completed.	
State	Name of the State administering the loan.	
County	Name of the county administering the loan.	
Loan Number	Blank until the loan application has been completed.	
Crop Year	Crop year of the loan.	
Commodity	Commodity selected will be displayed.	
Loan Type	Identifies if the loan is farm-stored or warehouse-stored.	
Contact	Primary contact for the loan.	
Add Bin		
State	State where the bin is located. This along with the county determines the loan rate.	Using "State" drop-down list, select applicable State.
County	County where the bin is located. This determines the loan rate.	Using "County" drop-down list, select applicable county.
Farm Number	Farm numbers where the commodity was produced.	Enter farm numbers. This is an optional entry.
Seal/Bin/Lot	Seal/bin/lot assigned to the storage location. Defaults to 1 and increments sequentially by 1 for every bin entered.	Enter seal/bin/lot. Note: This entry can be overwritten.
Quantity	Quantity in the bin/seal/lot of the collateral for the loan per unit of measure applicable to the commodity.	Enter quantity. Note: If the Bin Calculator is used, this data will automatically be updated on the screen with the data entered from the Bin Calculator.
Storage Location	Text describing additional information relating to the seal/bin lot location. Important: Do not enter any PII identified in instructions on the Bin Calculator. See subparagraphs E through I.	Enter additional storage location description.

55 Storage Information Screen (Continued)

C Field Descriptions and Actions for the Storage Information Screen for a Farm-Stored Loan (Continued)

Field/Button	Description	Action
Add		CLICK “ Add ” to add the bin to the loan. The bin information will be displayed in the “Bins” section. Repeat the process for additional bins.
Clear		CLICK “ Clear ” to remove the data entered on the screen.
Bins		
State	State where the bin is located. This determines the loan rate.	
County	County where the bin is located. This determines the loan rate.	
Farm	Farm numbers where the commodity was produced.	
Seal/Bin/Lot	Seal/bin/lot assigned to the storage location. Defaults to 1 and increments by 1 for every bin entered.	
Quantity	Quantity in the bin/seal/lot that will be in the loan per unit of measure applicable to the commodity.	
Edit		CLICK “ Edit ” to change bin information.
Available Quantity	Quantity available to put under loan.	
Requested Quantity	Sum of all bin quantities.	
Save & Continue		CLICK “ Save and Continue ” to proceed to the next screen. Information entered will be saved.
Print Summary		CLICK “ Print Summary ” to print a summary of the bin information.
Back		CLICK “ Back ” to return to the previous screen.
Cancel		CLICK “ Cancel ” to cancel the process.

55 Storage Information Screen (Continued)

D Example of the Storage Information Screen for a Farm-Stored Loan With Bin Information Added

Following is an example of the Storage Information Screen for a farm-stored loan with bin information added.

The screenshot shows the CLPS Storage Information screen. At the top, there is a navigation bar with links: CLPS Home, About CLPS, Help, Contact Us, Exit CLPS, and Logout of eAuth. On the left is a 'CLPS Menu' with options like 'Welcome USER', 'Options', 'Loan Making', 'Reports', and 'Blank Forms'. The main content area is titled 'Storage Information' and displays loan details: Status (State: TEXAS, County: MEDINA), Loan Number, Commodity (CORN - YC), Crop Year (2015), and Loan Type (FARM). Below this is an 'Add Bin' form with fields for State (TEXAS), County (MEDINA), Farm Number, Storage Location, Seal/Bin/Lot (3), and Quantity. A 'Bin Calculator' button is also present. At the bottom of the form are 'Add' and 'Clear' buttons. Below the form is a 'Bins' table with columns for State, County, Farm, Seal/Bin/Lot, and Quantity. The table lists two bins: Bin #1 (500 BU) and Bin #2 (640 BU). Below the table, it shows 'Available Quantity: 1,856 BU' and 'Requested Quantity: 1,140 BU'. At the very bottom are buttons for 'Save & Continue', 'Print Summary', 'Back', and 'Cancel'.

E Bin Calculator for a Farm-Stored Loan

The Bin Calculator is a tool that allows the user to enter bin measurements and adjustments to determine the quantity in the bin. The calculated bin quantity can be used to determine the quantity in the bin that will be included in the loan.

The Bin Calculator is available for both rectangular and circular bins.

55 Storage Information Screen (Continued)

E Bin Calculator for a Farm-Stored Loan (Continued)

See CCC-677-1 for bin measurements and calculations.

To use the bin calculator, CLICK “Bin Calculator” and select whether the bin is circular or rectangular.

F Example of the Bin Calculator, “Rectangular” Section

Following is an example of a Bin Calculator, “Rectangular” section.

Commodity Ear: No Should "gross" quantity be adjusted for moisture? <input type="radio"/> Yes <input checked="" type="radio"/> No Moisture (%): <input type="text"/> *Test Weight(lb): <input type="text"/> Structure: <input type="radio"/> Circular <input checked="" type="radio"/> Rectangular
Rectangular *Length (ft.): <input type="text"/> *Height (ft.): <input type="text"/> *Width (ft.): <input type="text"/>
Adjustments Quantity Deduction (cu. ft.): <input type="text"/> Quantity Addition (cu. ft.): <input type="text"/>
<input type="button" value="Calculate"/> Calculated Bin Quantity: <input type="button" value="Continue"/> <input type="button" value="Cancel"/>

55 Storage Information Screen (Continued)

G Field Descriptions and Action for the Bin Calculator, “Rectangular” Section

The following table provides the field descriptions and actions for a rectangular bin calculation.

Field/Button	Description	Action
Commodity Section		
Ear	Identifies if the commodity is ear corn.	
Should Quantity be Adjusted for Moisture?	Moisture adjustments.	ENTER “Yes” or “No”. If “Yes”, enter the moisture (%)
Test Weight (lb.)	Test weight of the commodity.	Enter test weight according to CCC-677-1.
Structure	Shape of the storage structure.	CLICK “Rectangular”.
Field/Button	Description	Action
Rectangular Section		
Length (ft.)	CCC-677-1, item 14.	Enter measurements as shown on CCC-677-1.
Height (ft.)	CCC-677-1, item 18.	
Width (ft.)	CCC-677-1, item 15.	
Adjustments		
Quantity Deductions (cu. ft.)	CCC-677-1, item 21.	Enter the applicable deduction/addition as shown on CCC-677-1, item 21.
Quantity Addition (cu. ft.)		
Calculate	Calculates bin quantity according to measurements entered.	CLICK “Calculate”. The “Calculated Bin Quantity” field will be updated.
Calculated Bin Quantity	Displays calculated bin quantity.	
Continue		CLICK “Continue” to proceed to the next screen.
Cancel		CLICK “Cancel” to cancel the process.

55 Storage Information Screen (Continued)

H Example of the a Bin Calculator, "Circular" Section

Following is an example of a Bin Calculator, "Circular" section.

Commodity Ear: No Should "gross" quantity be adjusted for moisture? <input type="radio"/> Yes <input checked="" type="radio"/> No Moisture (%): <input type="text"/> *Test Weight(lb): <input type="text"/> Structure: <input checked="" type="radio"/> Circular <input type="radio"/> Rectangular
Cylinder Height (ft.): <input type="text"/> <input type="radio"/> Diameter (ft.) <input checked="" type="radio"/> Circumference (ft.): <input type="text"/>
Cone Diameter(ft.): <input type="text"/> <input type="radio"/> Height(ft.) <input checked="" type="radio"/> Depth(ft.): <input type="text"/>
Adjustments Quantity Deduction (cu. ft.): <input type="text"/> Quantity Addition (cu. ft.): <input type="text"/>
<input type="button" value="Calculate"/> Calculated Bin Quantity: <input type="button" value="Continue"/> <input type="button" value="Cancel"/>

55 Storage Information Screen (Continued)

I Field Descriptions and Actions for the Bin Calculator, “Circular” Section

The following table provides the field descriptions and actions for a circular bin calculation.

Field/Button	Description	Action
Commodity		
Ear	Identifies if the commodity is ear corn.	
Should Quantity be Adjusted for Moisture?	Moisture adjustments.	ENTER “Yes” or “No”. If “Yes”, enter the moisture (%).
Test Weight (lb.)	Test weight.	Enter test weight according to CCC-677-1.
Structure	Shape of the storage structure.	CLICK “Circular”.
Cylinder		
Height (ft.)	CCC-677-1, item 19.	Enter measurement as shown on CCC-677-1, item 19.
Diameter (ft.) or Circumference (ft.)	CCC-677-1, item 16 or 17.	Click either of the following: <ul style="list-style-type: none"> • “diameter” • “circumference”. Enter the measurement as applicable from CCC-677-1, item 16 or 17.
Cone		
Diameter (ft.)		Enter the measurement according to CCC-677-1, item 43.
Height (ft.) or Depth (ft.)		Click either of the following: <ul style="list-style-type: none"> • “height” • “depth”. Enter the height or depth as recorded on CCC-677-1, item 43.

55 Storage Information Screen (Continued)

I Field Descriptions and Actions for the Bin Calculator, “Circular” Section (Continued)

Field/Button	Description	Action
Adjustments		
Quantity Deductions (cu. ft.)	CCC-677-1, item 21.	Enter the applicable deduction/addition as shown on CCC-677-1, item 21.
Quantity Addition (cu. ft.)	CCC-677-1, item 21.	
Calculate	Calculates bin quantity according to measurements entered.	CLICK “ Calculate ”. The “Calculated Bin Quantity” field will be updated.
Calculated Bin Quantity	Displays calculated bin quantity.	
Continue		CLICK “ Continue ” to proceed to the next screen.
Cancel		CLICK “ Cancel ” to cancel the process.

J Storage Information Screen for Warehouse-Stored Loans

The Storage Information Screen for warehouse-stored loans allows users to enter warehouse receipt information associated with the commodity in the loan. It has the following sections:

- “**Add Receipt**” that allows entering warehouse data to be added to the loan
- “**Receipts**” that lists receipts that were added to the loan.

55 Storage Information Screen (Continued)

K Example of the Storage Information Screen for a Warehouse-Stored Loan

Following is an example of the Storage Information Screen for warehouse-stored loans.

USDA United States Department of Agriculture
Farm Service Agency **Commodity Loan Processing System (CLPS)**

CLPS Home About CLPS Help Contact Us Exit CLPS Logout of eAut

CLPS Menu
 Welcome USER
 NAME
 Role: State Admin
Options
 Select State & County
Loan Making
 Search Loans
 New Loan
 New Sugar Loan
Reports
 Reports
Blank Forms
 Forms

Storage Information

Status:
State: TEXAS **County:** MEDINA
Loan Number: **Crop Year:** 2015
Commodity: OATS - OAT **Loan Type:** WAREHOUSE
Contact: PRODUCER NAME

Add Receipt

Rate: \$1.43
 *Receipt Issue Date: 05/28/2015
 *Warehouse Receipt Number:
 *Net Weight: LB
 *Net Quantity: BU
 *Date Commodity Received:
 Storage Paid Through Date:
 * Have In-Handling Charges been Paid or Provided for? Yes No

Receipts

Receipt	Loan Rate	Net Weight	Net Quantity
2001	\$1.43	10,000.00 LB	312.50 BU Edit

Available Quantity: 4,687.50 BU
Requested Quantity: 312.50 BU

56 Storage Information Screen (Continued)

L Field Descriptions and Action for the Storage Information Screen for a Warehouse-Stored Loan

The following table provides the field descriptions and actions for warehouse-stored loans.

Field/Button	Description	Action
Add Receipt		
Rate	Loan rate for the commodity.	
Receipt Issue Date	Date receipt was issued. Note: Cannot be a future date and cannot be before "Date Commodity Received".	Enter warehouse receipt information.
Warehouse Receipt Number	Numeric warehouse receipt.	
Net Weight	Net weight for the specified unit of measure. Note: See 2-LP for unit of measure for the commodity.	
Net Quantity	Net quantity for the specified unit of measure. Note: See 2-LP for the conversion of net weight to net quantity.	
Date Commodity Received	Date commodity in the warehouse receipt was received by the storing location. Note: Cannot be a future date.	
Storage Paid Through Date	Date cannot be before "Date Commodity Received". Note: If receipt has a statement indicating that storage is paid or provided for, the date must be the same as the projected loan maturity date.	

55 Storage Information Screen (Continued)

L Field Descriptions and Action for the Storage Information Screen for a Warehouse-Stored Loan (Continued)

Field/Button	Description	Action
Have In-Handling Charges been Paid or Provided for?		Enter according to warehouse receipt. Note: If the answer is “No”, the system will block the receipt from being included in the loan.
Add	Adds the warehouse receipt information to the loan. Note: “Quantity” in the warehouse receipt will be locked for the loan application and will be subtracted from the “Available Quantity”.	CLICK “Add”. The warehouse information will be displayed on the “Receipts” section of the screen each time a receipt is added. Note: User can add multiple receipts to the loan application.
Clear		Clears the entry in the “Add Receipt” section.
Receipts		
Receipt	Warehouse receipt number added to the loan.	Verify the entries against the warehouse receipt.
Loan Rate	Commodity loan rate applicable to the receipt added to the loan.	
Net Weight	Net weight per receipt added to the loan.	
Net Quantity	Net quantity per receipt added to the loan.	
Available Quantity	Quantity available for MAL or LDP from the customer profile after subtracting the requested quantity. Field is automatically updated.	
Requested Quantity	Total of all quantity of the bins added to the loan. Field is automatically updated.	

55 Storage Information Screen (Continued)

L Field Descriptions and Action for the Storage Information Screen for a Warehouse-Stored Loan (Continued)

Field/Button	Description	Action
Save & Continue	Saves the storage information added to the loan.	<p>CLICK “Save & Continue” to display the Loan Calculations Screen.</p> <p>Note: Loan status is set to “Draft” and the loan number is assigned to the loan.</p>
Print Summary	<p>Prints the bin or receipt summary. See:</p> <ul style="list-style-type: none"> • subparagraph M for an example of a farm-stored bin receipt summary • subparagraph N for an example of a warehouse summary receipt. 	CLICK “ Print Summary ”.
Back		CLICK “ Back ” to return to the previous screen.
Cancel		CLICK “ Cancel ” to cancel the process.

55 Storage Information Screen (Continued)

M Example of the Farm-Stored Bin Summary Receipt

Following is an example of a farm-stored bin Summary Receipt.

State: TEXAS		United States Department of Agriculture			Date: 07/08/2015	
County: MEDINA		Farm Service Agency			Time: 02:28 PM	
Year: 2015		Marketing Assistance Loan				
Contact: PRODUCER NAME		Bin Summary			Page: 1 of 1	
		Farm Stored Loan - Non-Recourse				
Loan No:				Commodity:	CORN	
Crop Year: 2015				Class:	YC	
Date Documents Received:						
A. SEAL NUMBER	B. STATE	C. COUNTY	D. FARM	E. COMMODITY STORAGE LOCATION	F. RATE	G. QUANTITY
1	TX	MEDINA		Northwest boundary	\$ 2.1400	1,000.00 BU
2	TX	MEDINA		Southwest boundary	\$ 2.1400	1,000.00 BU
3	TX	MEDINA		Corner Lot A and Lot B	\$ 2.1400	1,000.00 BU
					Available Quantity:	6,286.00 BU
					Requested Quantity:	3,000.00 BU
<p>DISCLAIMER: The calculated payment amounts reflected on this report may vary due to changes in quantity, yields, grading factors, producer eligibility, producer payment share, crop production, payment factors, and payment limitation. The distribution of this report does not in any way obligate CCC to disburse any payment amount based upon the quantities shown.</p>						

55 Storage Information Screen (Continued)

N Example of the a Warehouse-Stored Receipt

Following is an example of a warehouse-stored receipt.

State: TEXAS		United States Department of Agriculture			Date: 07/16/2015	
County: MEDINA		Farm Service Agency			Time: 12:31 PM	
Year: 2015		Marketing Assistance Loan				
Contact: PRODUCER NAME		Warehouse Stored Loan - Non-Recourse			Page: 1 of 1	
Loan No:		Warehouse Code: 72123		Commodity: CORN		
Crop Year: 2015		Warehouse Location:		Class: YC		
Date Documents Received:						
A. RECEIPT NUMBER	B. RECEIPT ISSUE DATE	C. DATE COMMODITY RECEIVED	D. STORAGE PAID THROUGH DATE	E. RATE	F. NET WEIGHT	G. NET QUANTITY
101	07/16/2015	06/01/2015	07/30/2016	\$ 2.14	5,600.00 BU	100.00 BU
102	07/16/2015	06/01/2015	04/30/2016	\$ 2.14	5,600.00 BU	100.00 BU
					Available Quantity:	3,196.00 BU
					Requested Quantity:	200.00 BU
<p>DISCLAIMER: The calculated payment amounts reflected on this report may vary due to changes in quantity, yields, grading factors, producer eligibility, producer payment share, crop production, payment factors, and payment limitation. The distribution of this report does not in any way obligate CCC to disburse any payment amount based upon the quantities shown.</p>						

56 Loan Calculation

A General Overview

CLPS checks the producer and commodity eligibility and calculates the projected loan amount on the Loan Calculation Screen. The projected loan amount will be adjusted according to the share of the ineligible producer in the loan and the reason for the adjustment will be displayed on the screen, as applicable.

56 Loan Calculation (Continuation)

A General Overview (Continued)

The Loan Calculation Screen will display:

- loan amount for each seal/bin/lot for farm-stored loan
- loan amount for each warehouse receipt for warehouse-stored loan
- the amount of authorized national and State assessment, if applicable
- the amount of the service fee.

B Example of the Loan Calculation Screen

Following is an example of the Loan Calculation Screen.

Loan Calculation

Status: Draft

State: TEXAS **County:** MEDINA

Loan Number: 20001 **Crop Year:** 2014

Commodity: WHEAT - HRW **Loan Type:** FARM

Contact: PRODUCER NAME

Loan Amount

Available Quantity: 7,000 BU

Requested Quantity: 3,000 BU

State	County	Seal	Loan Quantity	Rate	Loan Amount
TX	MEDINA	1	1,000 BU	\$3.15	\$3,150.00
TX	MEDINA	2	2,000 BU	\$3.15	\$6,300.00

Loan Amount: \$9,450.00

State Assessment: \$60.00 Override(\$):

Reason:

Service Fee: \$47.25 Override(\$):

Reason:

56 Loan Calculation (Continuation)

C Action

On the Loan Calculation Screen, verify the amount of the:

- national assessments, if applicable
- State assessments, if applicable
- service fees

Important: Do **not** override the amounts displayed on the screen without authorization from PSD. Enter the reason for override, as applicable.

- CLICK “**Save & Continue**” to complete the process
- CLICK “**Back**” to return to the previous screen
- CLICK “**Cancel**” to cancel the process.

57-79 (Reserved)

Section 2 Finalizing Loan Applications

80 Disbursements

A Overview

The Disbursements Screen will display a summary of the:

- total loan amount
- fees and charges applicable to the loan
- disbursement applicable to each producer in the loan based on the producer percent share.

Note: The Disbursement Screen will display the reason for the reduction to the projected loan amount, if applicable.

B Example of the Disbursement Screen

Following is an example of the Disbursement Screen.

USDA United States Department of Agriculture
Farm Service Agency

Commodity Loan Processing System (CLPS)

CLPS Home About CLPS Help Contact Us Exit CLPS Logout of eAut

CLPS Menu
 Welcome USER
 NAME
 Role: County User
Options
[Select State & County](#)
Loan Making
[Search Loans](#)
[New Loan](#)
[New Sugar Loan](#)
Reports
[Reports](#)
Blank Forms
[Forms](#)

Disbursements

Status: Draft
State: TEXAS **County:** MEDINA
Loan Number: 20001 **Crop Year:** 2015
Commodity: WHEAT - HRW **Loan Type:** FARM
Contact: PRODUCER NAME

Total Loan Amount: \$9,450.00

Fees & Charges

Item	Reason	Disbursement Amount
Service Fee		\$47.25
State Assessment		\$60.00

Disbursements

Producer	Disbursement Amount	Share
PRODUCER NAME	\$9,342.75	100.00%

Are there additional payees? Yes No

Save & Continue Back Cancel

80 Disbursements (Continued)

C Action

From the Disbursement Screen:

- verify the amounts displayed on the screen
- CLICK “Yes” if there are additional payees

Notes: The “Disbursement Requests (Lien Holder)” section will be displayed. See subparagraph D to continue the process.

“Yes” allows entering additional payees in “Manual Handling” in NPS.

- CLICK “No” if there are no additional payees
- CLICK “Save & Continue” to proceed to the next screen
- CLICK “Back” to return to the previous screen
- CLICK “Cancel” to cancel the process.

D Example of the Disbursement Requests (Lien Holder) Screen

Following is an example of the Disbursement Screen, “Disbursement Requests (Lien Holder)” section.

Are there additional payees? Yes No

Disbursement Requests (Lien Holder)

Producer	Disbursement Amount	Issue Jointly
PRODUCER NAME	\$1,059.65	<input checked="" type="checkbox"/>

Save & Continue Back Cancel

80 Disbursements (Continued)

E Action When There Are Additional Payees

From the Disbursement Screen, “Disbursement Requests (Lien Holder)” section:

- CLICK “**Issue Jointly**” when the disbursement is issued jointly to the producer and the lien holder

Note: This allows additional payees to be entered in “Manual Handling” in NPS.

- CLICK “**Save & Continue**” to proceed to the Loan Summary Screen
- CLICK “**Back**” to return to the previous screen
- CLICK “**Cancel**” to cancel the process.

81 Assessment Review Dates

A Overview

The Assessment Review Dates Screen allows the user to enter the “CCC-10 Date” and the “Lien Search Date”.

B Example of the Assessment Review Dates Screen

Following is an example of the Assessment Review Dates Screen.

The screenshot shows a web application interface titled "Assessment Review Dates". At the top, there is a blue header bar with the title. Below the header, the screen displays loan information in two columns:

- Status:** Draft
- State:** TEXAS
- Loan Number:** 20003
- Commodity:** CORN - WC
- Contact:** PRODUCER NAME
- County:** MEDINA
- Crop Year:** 2015
- Loan Type:** WAREHOUSE

 Below this information is a section titled "Assessment Review Dates" enclosed in a blue-bordered box. This section contains two required date input fields:

- * CCC-10 Date: [Text Input] [Calendar Icon]
- * Lien Search Date: [Text Input] [Calendar Icon]

 At the bottom of the screen, there are two buttons: "Save & Continue" and "Cancel".

81 Assessment Review Dates (Continued)**C Action**

From the Loan Summary Screen:

- scroll to the “Assessment Review Dates” section
- CLICK “**Edit**”.

On the Assessment Review Dates Screen:

- enter the “**CCC-10 Date**” in the “mm/dd/yyyy” format or select date from the calendar icon
- enter the “**Lien Search Date**” in the “mm/dd/yyyy” format or select date from the calendar icon
- CLICK “**Save & Continue**” to save the dates entered.

82 Producer Signatures**A Overview**

The Producer Signature Screen includes the following sections:

- “Date Documents Received”
- “Debt”
- “Add Signature”
- “Producers Name and Signatures”.

Important: Do **not** enter the “Signature Date” at this point. There will be an opportunity to enter the signature dates when the status of the loan is “Pending Producer Signature”.

82 Producer Signatures (Continued)

B Example of the Producer Signatures Screen

Following is an example of the Producer Signatures Screen.

USDA United States Department of Agriculture
Farm Service Agency

Commodity Loan Processing System (CLPS)

CLPS Home About CLPS Help Contact Us Exit CLPS Logout of eAuth

CLPS Menu
 Welcome USER
 NAME
 Role: County User
Options
 Select State & County
Loan Making
 Search Loans
 New Loan
 New Sugar Loan
Reports
 Reports
Blank Forms
 Forms

Producer Signatures

Status: Pending Review
State: TEXAS
County: MEDINA
Loan Number: 20001
Crop Year: 2015
Commodity: WHEAT - HRW
Loan Type: FARM
Contact: USER NAME

Date Documents Received

Received Date:

Debt

Are you or any co-applicant delinquent on any Federal nontax debt? Yes No

Add Signature

*Signature (by):
 Title/Relationship:
 Signature Date:

Add Clear

Producer Signatures

Signature Date	Producer	Action
----------------	----------	--------

Save & Continue Cancel

82 Producer Signatures (Continued)

C Field Descriptions and Actions for the Producer Signatures Screen

The following table provides the field descriptions and actions for the Producer Signatures Screen.

Field/Button	Description	Action
Date Documents Received		
Received Date	Date County Office received all documents related to the loan application, including, but not limited to, the signed Note and Security Agreement and all required lien waivers.	Enter received date of the completed and signed loan application. Enter date in the “mm/dd/yyyy” format or select date from the calendar icon. Note: Cannot be a future date and must be before the COC determination date.
Debt		
Are you or any co-applicant delinquent on any Federal nontax debt?	Producer self-certification statement from CCC-677/ CCC-678.	Enter: <ul style="list-style-type: none"> • “Yes” if a delinquent Federal nontax debt exist for the producer • “No” when the producer does not have any Federal nontax debt.
Add Signatures		
Signature (by)	Name of the producers who is required to sign CCC-677/ CCC-678.	Enter name of the producer in the loan application. Note: See State specific signature requirements.
Signature Date	Leave blank until the signed CCC-677/CCC-678 is returned to the County Office.	Enter date corresponding to each signature when the signed document is received. Enter date in the “mm/dd/yyyy” format or select date from the calendar icon.
Add	Adds the name of the producer entered in “Signature (by)”.	CLICK “Add”. The “Producer Signatures” section will be updated.

82 Producer Signatures (Continued)

C Field Descriptions and Actions for the Producer Signatures Screen (Continued)

Field/Button	Description	Action
Save & Continue		<p>CLICK “Save & Continue”. The screen will be redisplayed with the data entered.</p> <p>Note: Loan Status is set to “Pending Review”. The loan application is ready for second party review.</p> <p>CLICK “Logout of eAuth”.</p> <p>Go to paragraph 84 for instructions on second party reviews.</p>
Back		CLICK “Back” to return to the previous screen.
Cancel		CLICK “Cancel” to cancel the process.

83 Loan Summary

A Overview

The Loan Summary Screen allows users to view a summary of the loan information and allows to edit the data under each section, as applicable.

Status of the loan determines the action that can be taken on a loan application. Loan applications with the following statuses can be edited:

- “Draft”
- “Pending Review”
- “Pending Producer Signature”
- “Pending approval”.

Note: The loan status reverts to “Draft” if modifications are made. See Exhibit 10 for the list of loan statuses.

83 Loan Summary (Continued)**B Statuses Unavailable for Editing**

The options to edit loans with the following statuses are **not** available:

- “Disbursed”
- “Deleted”
- “Disapproved”.

See Part 13 for handling loan corrections.

84 Second Party Review**A Overview**

The Loan Summary Screen, “2nd Party Review” section allows another user to review the loan application.

Note: The second party reviewer **cannot** be the user who initially entered the loan application.

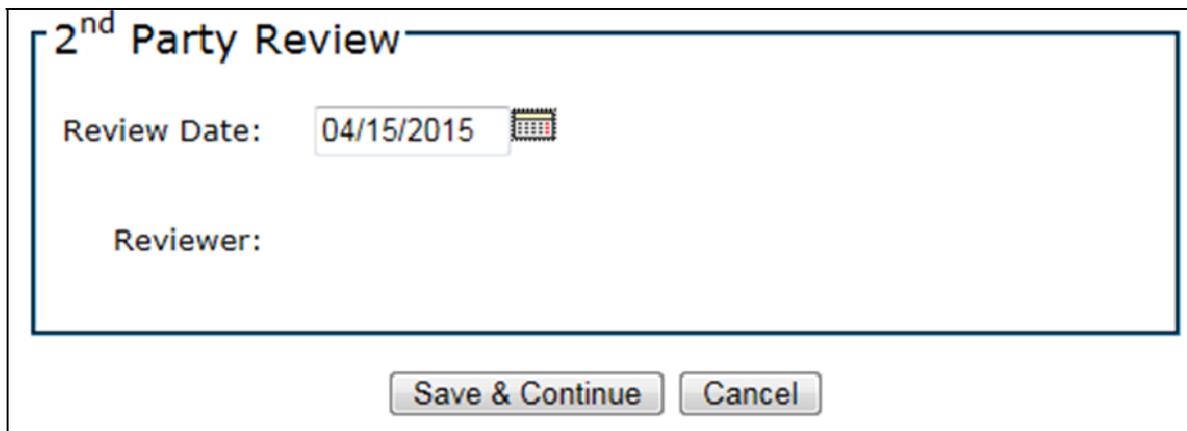
Loans with “Pending Review” status are subject to second party review by another user.

The second party reviewer shall:

- logon to CLPS according to paragraph 21
- complete the Select Administrative County Screen according to paragraph 21
- search for the loan to review according to paragraph 22
- retrieve the loan application for review
- review each Loan Summary Screen enabled section
- after the review is complete, access the Loan Summary Screen, “2nd Party Review” section by clicking “Edit”.

84 Second Party Review (Continued)**B Example Loan Summary Screen, “2nd Party Review” Section**

The following is an example of the Loan Summary Screen, “2nd Party Review” section.



2nd Party Review

Review Date: 04/15/2015

Reviewer:

Save & Continue Cancel

C Action

To complete the second party review:

- enter “**Review Date**” in the “mm/dd/yyyy” format or select date from the calendar icon
- **Note:** This **cannot** be a future date.
- “**Reviewer**” will automatically display the name of the user who logged onto the system
- CLICK “**Save & Continue**”.

The Loan Summary Screen, “Loan Status” will be set to “Pending Producer Signature” and the “Generate Agreement” button at the bottom of the screen will be enabled.

85 Generating Agreements

A Overview

The “Generate Agreement” option allows the following forms to be printed for producer’s signature:

- CCC-677
- CCC-678.

Note: Until the loan is approved, CCC-677/CCC-678 will **not** print the “Interest Rate” and the “Loan Maturity Date”. These will be available after the loan has been approved.

See:

- Exhibit 11 for example of CCC-677
- Exhibit 12 for example of CCC-678.

B Action

After successful printing of CCC-677/CCC-678, have the producer gather the signatures of the producers required to sign the loan document.

86 Obtaining Producer Signatures

A Overview

All producers with a share in the commodity pledged for collateral are required to sign and date CCC-677/CCC-678 and **must** return CCC-677/CCC-678 to the County Office. Upon receipt of all the producer signatures, the County Office user shall update the loan application and enter the:

- signature date
- date all documents needed for loan approval were received in the County Office for all commodities except cotton and peanuts.

Note: Additional signatures that were **not** originally included in the copy of the agreement provided to the producer may be added.

Loans in “Pending Producer Signature” status can be updated with the producer’s signature information. Retrieve the loan to update according to paragraph 22 and update the Loan Summary Screen, “Date Documents Received” section.

86 Obtaining Producer Signatures (Continued)

B Example of the Producer Signatures Screen

Following is an example of the Producers Signatures Screen, “Date Documents Received” section.

The screenshot displays the 'Producer Signatures' screen within the 'Commodity Loan Processing System (CLPS)'. The header includes the USDA logo and 'Farm Service Agency'. A navigation bar contains links for 'CLPS Home', 'About CLPS', 'Help', 'Contact Us', 'Exit CLPS', and 'Logout of eAut'. A left-hand menu lists options like 'Welcome', 'Role: County User', 'Options', 'Select State & County', 'Loan Making', 'Search Loans', 'New Loan', 'New Sugar Loan', 'New CMA Loan', 'Reports', and 'Blank Forms'. The main content area shows loan details: Status: Draft, State: TEXAS, County: MEDINA, Loan Number: 20004, Crop Year: 2014, Commodity: WOOL - GRD, and Loan Type: FARM. Below this are three sections: 'Date Documents Received' with a 'Received Date' field and calendar icon; 'Debt' with a question 'Are you or any co-applicant delinquent on any Federal nontax debt?' and radio buttons for 'Yes' and 'No'; and 'Add Signature' with fields for '*Signature (by):', 'Title/Relationship:', and 'Signature Date:' with a calendar icon, plus 'Add' and 'Clear' buttons. At the bottom, a table titled 'Producer Signatures' has columns for 'Signature Date', 'Producer', and 'Action'. 'Save & Continue' and 'Cancel' buttons are at the very bottom.

86 Obtaining Producer Signatures (Continued)**C Action**

To complete the Producers Signatures Screen, “Date Documents Received” section:

- CLICK “**Edit**” in the “Producer Signatures” section
- verify “Signature (by)”
- enter “**Title/Relationship**”, if applicable
- enter “Signature Date” in the “mm/dd/yyyy” format or select date from the calendar icon
- CLICK “Update” to update the signature date in the “Producer Signatures” section

Notes: Repeat the process for all the producers in the loan.

Add additional signatories, if applicable.

- CLICK “Delete” to clear the entry on the screen
- CLICK “Cancel” to discontinue the producer signature update
- CLICK “Save & Continue” and the loan status will be set to “Pending Approval”. The loan is ready for COC determination.

87 COC Determination**A Overview**

Loans in “Pending Approval” status are ready for COC determination. The “COC Determination” section allows users to enter the COC approval or disapproval of the loan application.

87 COC Determination (Continued)

A Overview (Continued)

If the loan is approved:

- the payment request for the loan amount will be obligated and submitted for payment processing
- status of the loan will be set to “Approved”
- CCC-677/CCC-678 will be updated with the:
 - producer signature and dates
 - documents received date
 - interest rate
 - loan maturity date.

Note: The funds **must** be available to cover the loan amount **before** the loan can be disbursed. If the obligation fails, the loan status will be set to “Pending Approval”.

If the loan is disapproved the:

- status of the loan will be set to “Disapproved”
- CCC-677/CCC-678 will be marked “Disapproved”.

B Example of the “COC Action” Section

Following is an example of the Loan Summary Screen, “COC Action” section.

COC Action

*UCC1 Filing Date: 05/15/2015

*COC Date: 05/15/2015 Approved Disapproved

*For CCC By: JOHN DOE

87 COC Determination (Continued)

C Field Descriptions and Actions for the “COC Action” Section

The following table provides the field descriptions and actions for the “COC Action” section.

Field/Button	Description	Action
UCC-1 Filing Date	Date UCC-1 was filed.	Enter date of filing. Note: This is required entry for farm-stored loan only . Cannot be a future date.
COC Date	Date COC approved or disapproved the loan. Cannot be before the producer’s signature dates and date documents received for all commodities except for cotton and peanuts.	Click appropriate box.
For CCC By	Name of authorized COC approver or disapprover.	Enter the complete name of the approver or disapprover with delegated authority.
Submit	Finalizes the loan application and submits the payment request to Financial Services.	CLICK “ Submit ”. Note: See subparagraph 84 B for example of Confirmation Screen.
Print Summary	Loan summary for farm- or warehouse-stored loan. Note: See subparagraphs D and E for examples.	CLICK “ Print Summary ”.
Print Storage Summary	Storage summary for farm- or warehouse-stored loan. Note: See subparagraphs D and E for examples.	CLICK “ Print Storage Summary ”.
Generate Agreement	CCC-677 for farm-stored loan and CCC-678 for warehouse-stored loan. Note: See Exhibits 11 and 12 for examples.	CLICK “ Generate Agreement ”. Note: CCC-677/CCC-678 will be generated with interest rate and maturity date. Print and give a copy to the producer.
Cancel		CLICK “ Cancel ” to cancel the action.

87 COC Determination (Continued)

D Example of the Loan Summary for a Farm-Stored Loan

Following is an example of a loan summary for a farm-stored loan.

State: TEXAS		United States Department of Agriculture		Date: 05/27/2015
County: MEDINA		Farm Service Agency		Time: 07:59 AM
Year: 2015		Marketing Assistance Loan		
		Loan Summary		
Contact: PRODUCER NAME		Farm Stored Loan - Non-Recourse		Page: 1 of 1
PRODUCER	SHARE	St. & Co. Codes & Farm No. Where Produced		
PRODUCER NAME	100.00 %	48-325-0007134, 48-325-0007135		
Loan No:	20001	Total Loan Amount:	\$ 9,450.00	
Crop Year:	2015			
Commodity:	WHEAT	Marketing Assessments:	\$(60.00)	
Class:	HRW	Service Fee:	\$(47.25)	
Total Loan Quantity:	3,000.00 BU	TOTAL DISBURSEMENT AMOUNT:	\$ 9,342.75	
A. SEAL NUMBER	B. COMMODITY STORAGE LOCATION	C. LOAN RATE	D. LOAN QUANTITY	E. LOAN AMOUNT
1	Northeast of barn.	\$ 3.1500	1,000.00 BU	\$ 3,150.00
2	Southwest of Barn	\$ 3.1500	2,000.00 BU	\$ 6,300.00
F. PRODUCER		G. DISBURSEMENT AMOUNT	H. SHARE	I. ISSUE JOINTLY
WHITE, DEBORAH A		\$ 9,342.75	100.00 %	N
<p>DISCLAIMER: The calculated payment amounts reflected on this report may vary due to changes in quantity, yields, grading factors, producer eligibility, producer payment share, crop production, payment factors and payment limitation. The distribution of this report does not in any way obligate CCC to disburse any payment amount based upon the quantities shown.</p>				

87 COC Determination (Continued)

E Example of the Loan Summary for a Warehouse-Stored Loan

Following is an example of the loan summary for a warehouse-stored loan.

State: TEXAS		United States Department of Agriculture			Date: 05/27/2015	
County: MEDINA		Farm Service Agency			Time: 10:08 AM	
Year: 2015		Marketing Assistance Loan				
		Loan Summary				
Contact: PRODUCER NAME		Warehouse Stored Loan - Non-Recourse			Page: 1 of 1	
	PRODUCER	SHARE	St. & Co. Codes & Farm No. Where Produced			
PRODUCER NAME		100.00 †	48-325-0007134, 48-325-0007135			
Loan No:	20003	Total Loan Amount:		\$ 596.14		
Crop Year:	2015	Marketing Assessments:		\$ 2.79		
Commodity:	CORN	Service Fee:		\$ 2.98		
Class:	WC	TOTAL DISBURSEMENT AMOUNT:		\$ 590.37		
Total Loan Quantity:	278.57 BU					
Warehouse Code:	72123					
Warehouse Location:	TX - MEDINA					
A RECEIPT NUMBER	B RECEIPT ISSUE DATE	C STORAGE PAID THROUGH DATE	D NET WEIGHT	E NET LOAN QUANTITY	F LOAN RATE	G LOAN AMOUNT
1501	04/01/2015	01/31/2016	5,600.00	100.00 BU	\$ 2.1400	\$ 214.00
1502	04/01/2015	01/31/2016	10,000.00	178.57 BU	\$ 2.1400	\$ 382.14
H PRODUCER				I DISBURSEMENT AMOUNT	J SHARE	K ISSUE JOINTLY
WHITE, DEBORAH A				\$ 590.37	100.00 †	N
<p>DISCLAIMER: The calculated payment amounts reflected on this report may vary due to changes in quantity, yields, grading factors, producer eligibility, producer payment share, crop production, payment factors and payment limitation. The distribution of this report does not in any way obligate CCC to disburse any payment amount based upon the quantities shown.</p>						

88 **Loan Confirmation**

A General Information

The Confirmation Screen will:

- display the status of the payment request
- allow the user to print the final agreement.

The final agreement will be updated and can be printed. Provide a copy of the agreement to each producer and file a copy in the loan folder.

B Example of the Confirmation Screen for a Warehouse-Stored Loan

Following is an example of the Confirmation Screen for a warehouse-stored loan.



C Actions on the Confirmation Screen

On the Confirmation Screen:

- CLICK “**Print CCC-677**” or “**Print CCC-678**”, as applicable
- CLICK “**Continue**” to display the Search Results Screen.

89-99 (Reserved)

Part 5 Loan Servicing

100 General Information

A Overview

This part provides instructions for:

- processing loan repayments
- canceling loans
- printing a loan summary.

B Selecting Loans for Servicing

Search for the applicable loan to be repaid by producer name or loan number according to paragraph 22. Ensure that the applicable crop year is selected.

C Example of the Search Results Screen

Following is an example of the Search Results Screen.

The screenshot shows the USDA Farm Service Agency Commodity Loan Processing System (CLPS) interface. At the top, it displays the USDA logo and the text "United States Department of Agriculture Farm Service Agency" and "Commodity Loan Processing System (CLPS)". A navigation bar includes links for "CLPS Home", "About CLPS", "Help", "Contact Us", "Exit CLPS", and "Logout of eAuth".

On the left is a "CLPS Menu" with options: Welcome, Role: County User, Options, Select State & County, Loan Making, Search Loans, New Loan, New Sugar Loan, Reports, Reports, Blank Forms, and Forms.

The main content area is titled "Search Results" and includes the following fields:

- State: STATE
- County: COUNTY
- New Loan button
- Search Results section:
 - Crop Year: 2015
 - Loan Number: 20000
 - Status: All (dropdown menu)

A table displays the search results:

Loan #	Primary Contact	Commodity	Loan Type	Status
20000	Farmer John	CORN - YC	Farm Stored	Disbursed

Below the table, additional details are shown: Qty: 500 BU, Amt: \$1,070.00, and links for Print, View, and Service. A "New Loan" button and a "Cancel" button are also present.

At the bottom of the screen, it says "Screen ID: CLPS1002" and "Last Modified: 05/03/2015". A "Back to Top" link is also visible.

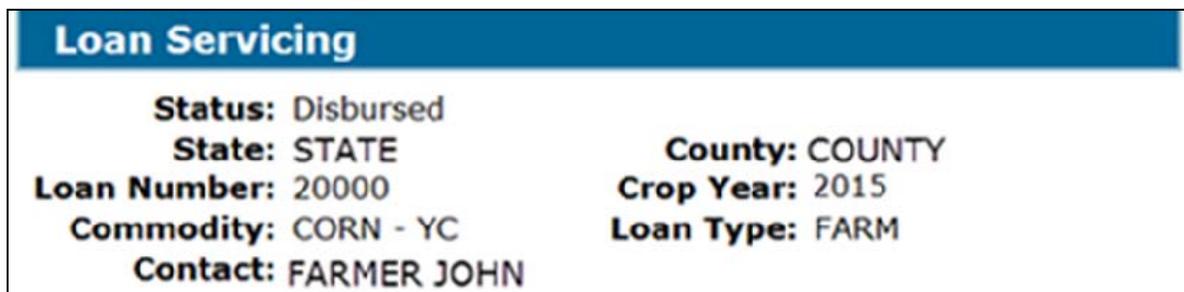
100 General Information (Continued)

D Action

Loans that meet requested search criteria are displayed. CLICK “Service” link to access loan servicing options.

E Example of the Loan Servicing Screen Header Information

Following is an example of the Loan Servicing Screen header information for. This header is displayed on each Loan Servicing Screen and allows the user to identify the loan.



F Field Descriptions for Loan Servicing Screen Header Information

The following table provides the field descriptions for the Loan Servicing Screen header.

Field/Button	Description	Action
Status	Displays status of the loan.	
State	Producer’s State.	
County	Producer’s county.	
Loan Number	Sequential number assigned to loan used to identify a particular loan.	
Crop Year	Crop year of the loan.	
Commodity	Identifies the commodity under loan.	
Loan Type	Identifies if the loan is farm-stored or warehouse-stored.	
Contact	Producer selected as the contact producer.	

100 General Information (Continued)

G Example of the Loan Servicing Screen

Following is an example of the Loan Servicing Screen.

Loan Servicing

Status: Disbursed
State: STATE
Loan Number: 20000
Commodity: CORN - YC
Contact: FARMER JOHN

County: COUNTY
Crop Year: 2015
Loan Type: FARM

Loan Detail

Disbursement Date: 07/01/2015
Maturity Date: 04/30/2016
Interest Rate: 1.1250%
Quantity Remaining: 500 BU
Principal Remaining: \$1,070.00

Transactions

Date	Transaction Type	Status	Actions
------	------------------	--------	---------

100 General Information (Continued)

H Field Descriptions and Actions for the Loan Servicing Screen

The following table provides the field descriptions and actions for the Loan Servicing Screen.

Field/Button	Description	Action
Loan Detail		
Disbursement Date	Date the loan was disbursed.	
Maturity Date	Date the loan matures.	
Interest Rate	Interest rate of the loan.	
Quantity Remaining	Quantity of commodity that remains under loan.	
Principal Remaining	Dollar amount of principal remaining under loan.	
Repayment		CLICK “Repayment” to start the repayment process. The Repayment Screen will be displayed.
Cancel Loan		CLICK “Cancel” to cancel the loan. See Part 13 to reissue a loan after cancellation.
Print Summary		CLICK “Print Summary” to print a summary of the loan.
Transactions		
Date	Displays date of the repayment.	
Transaction Type	Displays type of repayment.	
Status	Displays status of the repayment.	
Actions	Allows user to view or print the transaction.	CLICK: <ul style="list-style-type: none"> • “View” to view the specific transaction • “Print” to print the specific transaction.

101 Repayment Options

A Overview

Loans can be repaid at the lesser of the following:

- loan P+I
- market price repayment.

Following are the available repayment options:

- “Full”
- “Partial”
- “Lump Sum”.

Notes: Refund amount that will not repay a whole unit.

Warehouse-stored loans and farm-stored market price repayments are **not** eligible for the “Lump Sum” option.

See the applicable commodity handbook to determine the type of eligible repayments for a given commodity.

B Pre-Repayment Process Activity

Before beginning any type of repayment processing:

- have the loan folder at the workstation
- have the repayment in hand, unless performing a repayment inquiry
- gather remitter information, as applicable.

Note: Remitter **must** be loaded in Business Partner if the remitter is requesting a refund.

101 Repayment Options (Continued)

C Example of the Repayment Screen

Following is an example of the Repayment Screen.

The screenshot displays the 'Commodity Loan Processing System (CLPS)' interface. At the top, it identifies the user as a 'Farm Service Agency' user. The main content area is titled 'Repayment' and provides the following details:

- Status:** Disbursed
- State:** STATE
- County:** COUNTY
- Loan Number:** 20000
- Crop Year:** 2015
- Commodity:** CORN - YC
- Loan Type:** FARM
- Contact:** FARMER JOHN

Below these details, the **Disbursement Date** is 07/01/2015 and the **Interest Rate** is 1.1250%.

The **Outstanding Quantity** section shows a **Maturity Date** of 04/30/2016, with **Quantity Remaining** of 500.00 BU and **Principal Remaining** of \$1,070.00.

The **Repayment Type** section offers two options: Regular (P&I) and Market Price.

The **Repayment Options** section offers three options: Full, Partial, and Lump Sum.

The **Repayment Detail** section includes the following questions and options:

- *Are there Lock-Ins on file? Yes No
- * Was this repayment received prior to today? Yes No
- *Repayment Date:

At the bottom of the screen, there are two buttons: 'Continue' and 'Cancel'.

101 Repayment Options (Continued)

D Field Descriptions and Actions for the Repayment Screen

The following table provides the field descriptions and actions for the Repayment Screen.

Field/Button	Description	Action
Outstanding Quantity		
Maturity Date	Date loan matures.	
Quantity Remaining	Quantity of commodity that remains under loan.	
Principal Remaining	Dollar amount of principal remaining under loan. Note: This does not include interest or loan violation fees.	
Repayment Type		
Regular		CLICK: <ul style="list-style-type: none"> • “Regular Repayment” if the repayment is at P+I • “Market Price” if the repayment is either of the following: <ul style="list-style-type: none"> • current Posted County Price or AWP in effect the date payment is received • there is an active CCC-697 on file for the applicable loan.
Market Price		
Repayment Options		
Full		CLICK: <ul style="list-style-type: none"> • “Full” to repay the entire outstanding loan quantity • “Partial” to repay a portion of the outstanding loan quantity • “Lump Sum” to repay a portion of the outstanding loan amount.
Partial		
Lump Sum		

101 Repayment Options (Continued)

D Field Descriptions and Actions for the Repayment Screen (Continued)

Field/Button	Description	Action
Repayment Details		
“Are there Lock-Ins on file? Yes/No”	See the producer folder to identify if the producer requested a lock in of the commodity.	<p>CLICK:</p> <ul style="list-style-type: none"> • “Yes” if there are lock-ins • “No” if there are not any lock-ins.
Was this repayment received prior to today? Yes/No”	Refer to date the loan repayment was received in the County Office.	<p>CLICK:</p> <ul style="list-style-type: none"> • “Yes” if the repayment was received on a prior date • “No” if the repayment is for the current date.
Repayment Date	<p>Date the repayment was received in County Office.</p> <p>Notes: Repayment date is defaulted to the system date.</p> <p>The date for repayment by wire transfer will be the date the funds are received in CCC’s account.</p>	<p>Enter date by either:</p> <ul style="list-style-type: none"> • entering the date in the “mm/dd/yyyy” format • clicking “Calendar” icon.
Continue		<p>CLICK “Continue” to proceed to the next screen.</p> <p>Repayment Quantities Screen will be displayed if partial was selected. See paragraph 102.</p> <p>Repayment Detail Screen will be displayed if lump sum was selected. See paragraph 103.</p>
Cancel		<p>CLICK “Cancel” to cancel process. Changes will not be saved.</p>

102 Partial Repayments

A Overview

The Repayment Quantities Screen will:

- will be displayed when the partial repayment option is selected for farm- and warehouse-stored loans
- allows the user to enter or select the specific quantity to be repaid
- will display the repayment header in addition to information specific to the quantity selection.

Partial repayments are payments made on a loan that will **not** result in the loan being paid in full.

B Example of the Repayment Quantities Screen for Farm-Stored Partial Repayment

Following is an example of the Repayment Quantities Screen for a farm-stored partial repayment.

The screenshot shows the 'Repayment Quantities' screen in the CLPS system. The top navigation bar includes links for 'CLPS Home', 'About CLPS', 'Help', 'Contact Us', 'Exit CLPS', and 'Logout of eAut'. On the left is a 'CLPS Menu' with options like 'Welcome', 'Role: County User', 'Options', 'Select State & County', 'Loan Making', 'Search Loans', 'New Loan', 'New Sugar Loan', 'Reports', 'Reports', 'Blank Forms', and 'Forms'. The main content area is titled 'Repayment Quantities' and displays the following information:

- Status:** Disbursed
- State:** STATE
- County:** COUNTY
- Loan Number:** 20000
- Crop Year:** 2015
- Commodity:** CORN - YC
- Loan Type:** FARM
- Contact:** FARMER JOHN

Additional details shown:

- Disbursement Date:** 07/01/2015
- Interest Rate:** 1.1250%
- Disbursement Reduction:** 0.0000%

Seal/ Bin/Lot	Loan Rate	Outstanding Quantity	Outstanding Principal	Select Quantity
1	\$2.14	500 BU	\$1,070.00	250

State - County: ST COUNTY

At the bottom of the screen are three buttons: 'Continue', 'Back', and 'Cancel'.

102 Partial Repayments (Continued)

C Field Descriptions and Actions for the Repayment Quantities Screen for Farm-Stored Partial Repayment

The following table provides the field descriptions and actions for the Repayment Quantities Screen a farm-stored partial repayment.

Field/Button	Description	Action
Disbursement Date	Date the loan was disbursed.	
Interest Rate	Interest rate in effect for loan repayments.	
Seal/Bin/Lot	Identifies the storage unit. The actual storage type depends on the commodity.	
Loan Rate	Loan rate in effect when the loan was disbursed.	
Outstanding Quantity	Collateral remaining under loan.	
Outstanding Principal	Principal amount remaining on the loan.	
Select Quantity	Quantity to be repaid based on producer request.	Enter quantity per seal/bin/lot to be repaid. Note: The example provided illustrates 1 seal/bin/lot in the loan. If the loan has multiple seal/bin/lots, additional rows are displayed.
Continue		CLICK “ Continue ” to proceed to the next screen.
Back		CLICK “ Back ” to go to the previous screen.
Cancel		CLICK “ Cancel ” to cancel process. Changes will not be saved.

102 Partial Repayments (Continued)

D Example of the Repayment Quantities Screen for a Warehouse-Stored Partial P+I Repayment

Following is an example of the Repayment Quantities Screen for a partial P+I repayment warehouse-store loan.

Repayment Quantities				
Status: Disbursed		County: COUNTY		
State: STATE		Crop Year: 2014		
Loan Number: 20002		Loan Type: WAREHOUSE		
Commodity: CORN - YC				
Contact: FARMER JOHN				
Disbursement Date: 11/07/2014		Interest Rate: 1.1250%		
Disbursement Reduction: 0.00%				
Select	Receipt No.	Loan Rate	Outstanding Quantity	Outstanding Principal
<input checked="" type="checkbox"/>	11223344	\$2.14	110 BU	\$235.40
<input type="checkbox"/>	12345678	\$2.14	100 BU	\$214.00
<input type="checkbox"/>	87654321	\$2.14	200 BU	\$428.00
<input type="button" value="Continue"/> <input type="button" value="Back"/> <input type="button" value="Cancel"/>				

E Field Descriptions and Actions for the Repayment Quantities Screen for Warehouse-Stored Partial Repayment

The following table provides the field descriptions and actions for the Repayment Quantities Screen for warehouse-stored partial repayment.

Field/Button	Description	Action
Select	Identifies the storage unit. The actual storage type depends on the commodity.	Click on the receipts to be repaid.
Receipt No.	Identifies the warehouse receipts under loan.	
Loan Rate	The loan rate in effect when the loan was disbursed.	
Outstanding Quantity	The total collateral remaining under loan.	
Outstanding Principal	The total principal remaining on the loan.	
Continue		CLICK “ Continue ” to proceed to the next screen.
Back		CLICK “ Back ” to go to the previous screen.
Cancel		CLICK “ Cancel ” to cancel process. Changes will not be saved.

103 Lump Sum Repayments

A Overview

The Repayment Detail Screen is only displayed for lump sum repayments. This screen allows the user to enter the dollar amount of the repayment and adjusts the quantity to be repaid.

Lump sum repayments are repayments that are applied using a lump sum amount. Only farm-stored P+I repayments allow this option.

B Example of the Repayment Detail Screen for Farm-Stored Lump Sum Repayment

Following is an example of the Repayment Detail Screen for a farm-stored lump sum repayment.

C Field Descriptions and Actions for the Repayment Detail Screen for Farm-Stored Lump Sum Repayment

The following table provides the field descriptions and actions the Repayment Detail Screen for a farm-stored lump sum repayment.

Field/Button	Description	Action
Total Repayment Amount	Dollar amount of the remittance provided to repay the loan.	Enter dollar amount of the remittance.
Seal/Bin/Lot	Identifies the storage unit. The actual storage type depends on the commodity.	

103 Lump Sum Repayments (Continued)

C Field Descriptions and Actions for the Repayment Detail Screen for Farm-Stored Lump Sum Repayment (Continued)

Field/Button	Description	Action
Loan Rate	Repayment rate per seal/bin/lot based on storage location that is the rate at which the loan was disbursed.	
Outstanding Quantity	Total unit of measure of collateral remaining under loan.	
Outstanding Principal	Total dollar amount remaining to be repaid. Does not include interest.	
Enter Repayment Amount	Field that allows the user to enter the dollar amount to be repaid based on producer request.	Enter dollar amount per seal/bin/lot to be repaid.
Bin Amount Total	Displays total dollar amount entered for each seal/bin/lot.	
Remaining Amount	Displays a running total of the dollar amount remaining to be applied to a bin/seal/lot. Note: Displays \$0 when the total “Repayment Amount” has been fully allocated.	
Continue		CLICK “ Continue ” to proceed to go to the next screen.
Back		CLICK “ Back ” to go to the previous screen.
Cancel		CLICK “ Cancel ” to cancel process. Changes will not be saved.

104 Other Adjustments

A Overview

Other adjustments are any adjustments, as applicable, for all repayment types.

The Other Adjustments Screen will display the repayment header information in addition to information specific to loan adjustments, such as reductions in denied market gain based on producer eligibility and waived interest.

104 Other Adjustments (Continued)

D Example of the Other Adjustments Screen for Warehouse-Stored Loans

Following is an example of the Other Adjustments Screen for a warehouse-stored loan.

Receipt	Interest Paid	Waived Interest	Denied Gain
11223344	\$1.39	\$0.00	\$0.00
12345678	\$0.00	\$0.00	\$0.00
87654321	\$0.00	\$0.00	\$0.00

E Field Descriptions and Actions for the Other Adjustments Screen for Warehouse-Stored Loans

The following table provides the field descriptions and actions for the Other Adjustments Screen for warehouse-stored loans.

Field/Button	Description	Action
Receipt	Identifies warehouse receipts under loan.	
Interest Paid	<p>Displays the interest rate calculated per receipt selected for repayment.</p> <p>Interest paid will be displayed when the P+I repayment option is selected.</p> <p>An amount of \$0.00 will be displayed when either:</p> <ul style="list-style-type: none"> a market price repayment option is selected the receipt was not selected for repayment. 	

104 Other Adjustments (Continued)

E Field Descriptions and Actions for the Other Adjustments Screen for Warehouse-Stored Loans (Continued)

Field/Button	Description	Action
Waived Interest	Displays any waived interest calculated per quantity repaid for each seal/bin/lot based. An amount of \$0.00 will be displayed when either: <ul style="list-style-type: none"> • a market price repayment option is selected • the receipt was not selected for repayment. 	
Denied Gain	Displays any denied gain per seal/bin/lot based on producer eligibility. An amount of \$0.00 will be displayed when either: <ul style="list-style-type: none"> • a market price repayment option is selected • the receipt was not selected for repayment. 	
Continue		CLICK “ Continue ” to proceed to the next screen.
Back		CLICK “ Back ” to go to the previous screen.
Cancel		CLICK “ Cancel ” to cancel process. Changes will not be saved.

104 Other Adjustments (Continued)

F Example of the Market Gain Screen

[How did we get from the Other Adjustments Screen to the Market Gain Screen?]

Following is an example of the Market Gain Screen.

The screenshot shows the 'Market Gain' screen with the following information:

- CLPS Menu:** Welcome, Role:, Options, Select State & County, Loan Making, Search Loans, New Loan, New Sugar Loan, Reports, Reports, Blank Forms, Forms.
- Market Gain Summary:**
 - Status: Disbursed
 - State: STATE
 - County: COUNTY
 - Loan Number: 20219
 - Commodity: WHEAT - HRW
 - Contact: FARMER JOHN
 - Crop Year: 2015
 - Loan Type: FARM
- Disbursement Date:** 06/24/2015
- Interest Rate:** 1.2500%
- Quantity Detail Table:**

Seal/ Bin/Lot	CCC Determined	Quantity Liquidated	Principal Liquidated	Gross Market Gain
1	\$2.07	0.00	\$0.00	\$0.00
Location: ST COUNTY				
2	\$2.07	500.00	\$1,400.00	\$365.00
Location: ST COUNTY				
- Calculated Market Gain Table:**

Producer	Market Gain	Share
FARMER JOHN	\$365.00	100.00%
Market Gain:	\$365.00	
Denied Gain:	\$0.00	Reason:
- Buttons:** Continue, Back, Cancel
- Footer:** Screen ID: CLPS1314, Last Modified: 06/24/2015, Back to Top ^

G Field Descriptions and Actions for the Market Gain Screen

The following table provides the field descriptions and actions for the Market Gain Screen.

Field/Button	Description	Action
Quantity Detail		
Seal/Bin/Lot	Identifies the storage unit. The actual storage type depends on the commodity.	
CCC Determined	Provides the announced repayment rate.	
Quantity Liquidated	Collateral repaid after current transaction is finalized.	
Principal Liquidated	Amount of principal repaid after current transaction is completed.	
Gross Market Gain	Market gain calculated without any reductions due to eligibility.	

104 Other Adjustments (Continued)

G Field Descriptions and Actions for the Market Gain Screen (Continued)

Field/Button	Description	Action
Calculated Market Gain		
Producer	Contact producer on loan.	
Market Gain (column heading)	Displays market gain due producer/top level entity based on eligibility.	
Share	Share of loan per producer on loan	
Market Gain (under producer's name)	Displays market gain due producer based on eligibility.	
Denied Gain (under producer's name)	Displays denied gain per producer based on eligibility.	
Reason (under Market Gain column)	Displays reason for denied gain.	
Continue		
Back		CLICK " Back " to go to the previous screen.
Cancel		CLICK " Cancel " to cancel process. Changes will not be saved.

105 Remittance Details

A Overview

The Remittance Detail Screen will display the repayment header information in addition to repayment information gathered from the previous screen entries.

Note: See 64-FI for preparing the Schedule of Deposit.

105 Remittance Details (Continued)

B Example of the Remittance Detail Screen

Following is an example of the Remittance Detail Screen.

CLPS Menu Welcome Role: County User Options Select State & County Loan Making Search Loans New Loan New Sugar Loan New CMA Loan Reports Reports Blank Forms Forms	Remittance Detail																	
	Status: Disbursed		County: COUNTY															
	State: STATE		Crop Year: 2015															
	Loan Number: 20000		Loan Type: FARM															
	Commodity: CORN - YC																	
	Contact: FARMER JOHN																	
	Disbursement Date: 07/01/2015		Interest Rate: 1.1250%															
	Payment Detail																	
	Repayment Date: 07/20/2015 Maturity Date: 04/30/2016 Quantity Remaining: 269 BU Quantity Liquidated: 231.00 BU Principal Remaining: \$575.66 Principal Liquidated: \$494.34 Interest Amount: \$3.81 Total Due: \$498.15																	
	Add Remittance																	
*Payment method: <input type="text" value="<Select Payment method>"/>																		
*Remittance Number: <input type="text"/>																		
*Remittance Amount: <input type="text"/>																		
*Repayment Amount: <input type="text"/>																		
*Remitter Name:																		
<input type="button" value="Select Remitter from SCIMS"/>		<input type="button" value="Add"/> <input type="button" value="Clear"/>																
Remittances																		
<table border="1"> <thead> <tr> <th>Payment Method</th> <th>Remittance Number</th> <th>Remittance Amount</th> <th>Repayment Amount</th> <th>Actions</th> </tr> </thead> <tbody> <tr> <td colspan="5" style="text-align: center;">Total Due: \$498.15</td> </tr> <tr> <td colspan="5" style="text-align: center;">Total Remitted: \$0.00</td> </tr> </tbody> </table>				Payment Method	Remittance Number	Remittance Amount	Repayment Amount	Actions	Total Due: \$498.15					Total Remitted: \$0.00				
Payment Method	Remittance Number	Remittance Amount	Repayment Amount	Actions														
Total Due: \$498.15																		
Total Remitted: \$0.00																		
*State/Office: <input type="text" value="<Select Office>"/>																		
<input type="button" value="Continue"/>		<input type="button" value="Back"/> <input type="button" value="Cancel"/>																
Screen ID: CLPS1315 Last Modified: 07/16/2015		Back to Top ^																

105 Remittance Details (Continued)

C Field Descriptions and Actions for the Remittance Detail Screen

The following table provides the field descriptions and actions for the Remittance Detail Screen.

Field/Button	Description	Action
Payment Detail		
Repayment Dates	Date repayment was received in the County Office.	
Maturity Date	Date loan matures.	
Quantity Remaining	Quantity of commodity that remains under loans.	
Principal Remaining	Dollar amount of principal remaining after the transaction is completed.	
Principal Liquidated	Amount of principal remaining after the transaction is completed.	
Interest Amount	Amount of interest due.	
Total Due	Total amount of principal plus applicable interest due.	
Add Remittance		
Payment Method	Type of payment. The following options are available: <ul style="list-style-type: none"> • “Personal Check” • “Cashier Check” • “Money Order” • “Multi-Party Check” • “Wire Transfer” • “Cash & Coin” • “Centralized Cotton Redemption” (for warehouse cotton only). 	Select applicable payment method from the drop-down list.
Remittance Number	Number associated with the remittance type, such as check number.	Enter number associated with the remittance type. See FI policy for repayments received in cash.

105 Remittance Details (Continued)

C Field Descriptions and Actions for the Remittance Detail Screen (Continued)

Field/Button	Description	Action
Add Remittance (Continued)		
Remittance Amount	Dollar amount written on the check or item number.	Enter total amount in dollars and cents.
Remitter Name	Displays name of the person issuing the repayment. Note: Automatically populated based on the name selected from SCIMS.	Follow procedure on who gets the refund.
Select Remitter from SCIMS		<ul style="list-style-type: none"> • CLICK “Select Remitter from SCIMS” • SCIMS Search Page will be displayed • select the remitter from SCIMS.
Add		<p>CLICK “Add” to apply the remittance to the transaction.</p> <p>Repeat the process to add additional remittances.</p>
Clear		CLICK “ Clear ” to delete the information entered.
Remittances		
Items in this section are blank until users click “ Add ”.		
Payment Method	Payment type selected from current transaction.	
Remittance Number	Check/Item number entered from current transaction.	
Remittance Amount	Dollar amount on check/item entered from current transaction.	
Repayment Amount	Dollar amount applied to repayment entered from current transaction.	

105 Remittance Details (Continued)

C Field Descriptions and Actions for the Remittance Detail Screen (Continued)

Field/Button	Description	Action
Remittances (Continued) Items in this section are blank until users click “Add”.		
Actions	Provides a link to access entries recorded from “Add Remittance” section.	CLICK “ Actions ” to re-access the entry for editing.
Total Due	Amount of repayment due from calculation	Populated from repayment calculation entries.
Total Remitted	Amount collected based on remittance amount entered.	Total remittance amounts entered from all remittances added in current transaction.
State/Office	Provides a listing of all County Offices in State.	Select State and County Office in which the physical payment is being collected. Note: CLPS will display the State and county selection on 2 separate drop-down lists for State administrative users.
Continue		CLICK “ Continue ” to proceed to the next screen.
Back		CLICK Back to go to the previous screen.
Cancel		CLICK “ Cancel ” to cancel process. Changes will not be saved.

106 Remittance Confirmation Screen

A Overview

The Repayment Confirmation Screen will display the repayment header information in addition to a message stating that the repayment was processed successfully. At the end of the repayment process, the user is able to generate PDF of CCC-500M.

106 Remittance Confirmation Screen (Continued)

B Example of the Remittance Confirmation Screen

Following is an example of the Remittance Confirmation Screen.

Remittance Confirmation

Status: Disbursed
State: STATE
Loan Number: 20000
Commodity: CORN - YC
Contact: FARMER JOHN

County: COUNTY
Crop Year: 2015
Loan Type: FARM

Disbursement Date: 07/01/2015 **Interest Rate:** 1.1250%
Repayment Date: 07/22/2015

Remittances

Payment Method	Remittance Number	Remittance Amount	Payment Amount
Cashier Check Remitter: FARMER JOHN	123456789	\$1,076.17	\$1,076.17

Total Due: \$1,076.17
Total Remitted: \$1,076.17

State/Office: STATE / COUNTY SERVICE CENTER

Screen ID: CLPS1316
 Last Modified: 05/03/2015 [Back to Top ^](#)

106 Remittance Confirmation Screen (Continued)

C Action

On the Remittance Confirmation Screen, CLICK:

- “Submit” to submit the repayment information to NRRS

Note: The Repayment Confirmation Screen will be displayed.

- “Back” to return to the previous screen
- “Cancel” to cancel the process. Changes will **not** be saved.

D Example of the Repayment Confirmation Screen

Following is an example of the Repayment Confirmation Screen.

Repayment Confirmation	
Status: Disbursed	
State: STATE	County: COUNTY
Loan Number: 20002	Crop Year: 2014
Commodity: CORN - YC	Loan Type: WAREHOUSE
Contact: FARMER JOHN	
<div style="display: flex; align-items: center;">  • Repayment Successfully Processed </div>	
Payment Interest Amount:	\$1.39
Payment Principal Amount:	\$235.40
Total Amount:	\$236.79
Repayment Amount:	\$236.79
<div style="display: flex; justify-content: center; gap: 20px;"> <input type="button" value="Print Receipt"/> <input type="button" value="Continue"/> </div>	

106 Remittance Confirmation Screen (Continued)

E Field Descriptions and Actions for the Repayment Confirmation Screen

The following table provides the field descriptions and actions for the Repayment Confirmation Screen.

Field/Button	Description	Action
Confirmation message	Displays “Repayment Successfully Processed” when transaction was successfully passed to NRRS. Note: CLPS will not proceed to this screen if repayment was not successful. The Remittance Detail Screen will display appropriate error message.	Prompt from CLPS based on returned information from support systems (NPS, NRRS, subsidiary flies, AGI, as applicable).
Payment Interest Amount	Interest calculated based on repayment information.	
Payment Principal Amount	Principal calculated based on repayment information.	
Total Amount	Total repayment due based on repayment calculations.	
Repayment Amount	Total remitted based on remittance information.	
Print Receipt	Produces PDF file of CCC-500M. Users are not required to save this file because CCC-500M may be generated as needed. Print and provide a copy to the producer. Note: Do not provide CCC-500M to a remitter who is not listed on the loan.	CLICK “ Print Receipt ”.
Continue		CLICK “ Continue ” to proceed to end the process.

107 CCC-500M

A Overview

CCC-500M provides a copy of the repayment transaction details. It does **not** provide information about remittance detail. See 8-LP for the item details on CCC-500M.

B Example of CCC-500M

The following is an example of CCC-500M.

CCC-500M (04-24-15)		U.S. DEPARTMENT OF AGRICULTURE Commodity Credit Corporation MARKETING ASSISTANCE LOAN REPAYMENT RECEIPT				1. State and County Code 48 - 325					
		2. Crop Year 2014		3. Loan Number 20002							
NOTE: Form contains Personally Identifiable Information (PII). FSA disclosure of the completed form is restricted to only the individual(s) to whom the information on the form pertains and authorized FSA personnel who have 1) the appropriate access clearance/permissions and 2) a demonstrated business need to know the information in order to perform their assigned official duties.											
4. Name and Mailing Address (including Zip Code)			5. Commodity CORN	6. Type of Loan Warehouse Stored	7. Disbursement Date (MM-DD-YYYY) 11/07/2014	8. Amount Received \$ 236.79					
9. Redeemed with this Payment:				10. Outstanding Balance After this Payment:							
A. Date Repaid 05/19/2015	B. Total Quantity 110.00 BU	C. Principal \$ 235.40	D. Interest \$ 1.39	A. Total Quantity 300.00 BU	B. Principal Amount (Excluding Interest) \$ 642.00						
11. Breakdown of Collateral Released and Outstanding Balance by Bin/Seal Number or Warehouse Receipt Number:											
A. Bin/Seal No.(s) or Warehouse Receipt No.(s)	B. Quantity Redeemed	C. Principal Paid	D. Interest Repaid	E. Market Gain	F. Denied Gain	G. Unit Cost	H. Cotton Storage Credit	I. Peanut Handling Charges	Balance After Payment		
									J. Quantity	K. Principal	
13223344	110.00 BU	\$ 235.40	\$ 1.39			\$ 2.1400			0.00 BU	\$ 0.00	
12345678	0.00 BU	\$ 0.00	\$ 0.00			\$ 2.1400			100.00 BU	\$ 214.00	
87654321	0.00 BU	\$ 0.00	\$ 0.00			\$ 2.1400			200.00 BU	\$ 428.00	
12. Other:											
A. Total Market Gain		B. Total Waived Interest		C. Total Denied Market Gain			D. Liquidated Damages				

108-199 (Reserved)

Part 6 (Reserved)

200-299 (Reserved)

Part 7 Honey

300 Creating Honey Loans

A Overview

CLPS shall be used to process all 2015 and subsequent year honey loans. Honey loans are created in the same manner as other commodity loans with the exception of a few items specific to honey.

Note: Honey loans are currently only available for farm-stored loans.

B Example of the Commodity Information Screen for Honey

Following is an example of the Commodity Information Screen for honey.

The screenshot displays the 'Commodity Information' screen in the CLPS system. On the left is a 'CLPS Menu' with options like 'Welcome', 'Role: County User', 'Options', 'Select State & County', 'Loan Making', 'Search Loans', 'New Loan', 'New Sugar Loan', 'New CMA Loan', 'Reports', 'Reports', 'Blank Forms', and 'Forms'. The main content area is titled 'Commodity Information' and contains the following fields:

- Status:** State: TEXAS, County: MEDINA
- Loan Number:** Crop Year: 2015
- Commodity:** Loan Type:
- Contact:** HONEY PRODUCER
- Application Date:** *Loan Application Date: 07/01/2015
- Loan Type:** *Storage: Warehouse (radio), Farm (radio checked); *Funding Type: Non-recourse (radio checked), Recourse (radio)
- Commodity:** *Commodity: HONEY (dropdown); *Class/Variety/Type: <Select Class/Variety/Type> (dropdown); Unit of Measure: LB
- Conditions:** *Structure: Measurable (radio checked), Non-measurable (radio); Condition: None (dropdown)
- Other Information:** *Number of Colonies: (text input)

At the bottom, there are 'Continue', 'Back', and 'Cancel' buttons. Footer text includes 'Screen ID: CLPS1102', 'Last Modified: 07/16/2015', and a 'Back to Top' link.

300 Creating Honey Loans Continued)

C Field Descriptions and Actions for the Commodity Information Screen for Farm-Stored Honey Loans

The following table provides field descriptions and actions for the Commodity Information Screen for farm-stored honey loans.

Field/Button	Description	Action
Header Information		
Status	Blank until the loan application has been saved.	
State	Name of the State administering the loan.	
County	Name of the county administering the loan.	
Loan Number	Blank until the loan application has been saved.	
Crop Year	Crop year of the loan.	
Commodity	Blank until the commodity type is selected.	
Loan Type	Identifies the loan as either farm-stored or warehouse-stored. Blank until the loan type has been selected.	
Contact	Primary contact for the loan.	
Loan Application Date		
Loan Application Date	Date loan application request was received by the County Office.	Enter date by either: <ul style="list-style-type: none"> • entering the date in the “mm/dd/yyyy” format • clicking “Calendar” icon.
Loan Type		
Storage	Type of storage for the loan.	CLICK “ Farm ”.
Funding Type	Type of funding for the commodity.	“ Non-recourse ” is defaulted. CLICK “ Recourse ” only when the honey loan is recourse.

300 Creating Honey Loans (Continued)

C Field Descriptions and Actions for the Commodity Information Screen for Farm-Stored Honey Loans (Continued)

Field/Button	Description	Action
Commodity		
Commodity	Type of commodity.	Using the drop-down list, select “Honey” .
Class/Variety/Type	Class/variety/type for the commodity.	Using the drop-down list, select either: <ul style="list-style-type: none"> • “Table” • “Non-Table”.
Unit of Measure	Unit of measure for the commodity.	
Conditions		
Structure	Identifies whether the structure is measurable.	
Condition	Identifies the condition of the loan.	
Other Information		
Number of Colonies	Colonies the produced the honey being placed under loan.	Enter the number of colonies.
Continue		CLICK “Continue” to proceed to the next screen. Complete the remainder of the loan application according to Part 4. See paragraph 301 for the Storage Information Screen for honey loans.
Back		CLICK “Back” to return to previous screen.
Cancel		CLICK “Cancel” to cancel the process.

301 Entering Storage Information for Honey Loans

A Overview

Storage information entered in CLPS for honey loans differs from a standard farm-stored loan.

B Example of the Storage Information Screen for Honey Loans

Following is an example of the Storage Information Screen for honey.

[CLPS Home](#) [About CLPS](#) [Help](#) [Contact Us](#) [Exit CLPS](#) [Logout of eAuth](#)

CLPS Menu

Welcome

Role: County User

Options

[Select State & County](#)

Loan Making

[Search Loans](#)

[New Loan](#)

[New Sugar Loan](#)

[New CMA Loan](#)

Reports

[Reports](#)

Blank Forms

[Forms](#)

Storage Information

Status:

State: TEXAS **County:** MEDINA

Loan Number: **Crop Year:** 2015

Commodity: HONY - N **Loan Type:** FARM

Contact: HONEY PRODUCER

Add Lot

*State: ▼

**County: ▼

*Floral Source: ▼

*Type of Container: ▼

*Seal Number: Storage Location:

*Number of Containers:

Capacity: GAL

* Estimated Quantity: LB

Lots

State	County	Seal	Floral Source	Number Of Containers	Container	Quantity
Available Quantity:						100,000 LB
Requested Quantity:						0 LB

Screen ID: CLPS1107 [Back to Top](#) ^

Last Modified: 07/16/2015

301 Entering Storage Information for Honey Loans (Continued)

C Field Descriptions and Actions on the Storage Information Screen for Farm-Stored Honey Loan

The following table provides the field descriptions and actions for the Storage Information Screen on a farm-stored honey loan.

Field/Button	Description	Action
Header Information		
Status	Blank until the loan application has been saved.	
State	Name of the State administering the loan.	
County	Name of the county administering the loan.	
Loan Number	Blank until the loan application has been saved.	
Crop Year	Crop year of the loan.	
Commodity	Commodity selected will be displayed.	
Loan Type	Identifies if the loan is farm-stored or warehouse-stored.	
Contact	Primary contact for the loan.	
Add Lot		
State	State where the honey storage container is located. This determines the loan rate.	Using the drop-down list, select the applicable State.
County	County where the honey storage container is located. This determines the loan rate.	Using the drop-down list, select the applicable county.
Floral Source	Eligible floral source used to make the honey. See 2-LP Honey for a list of eligible sources and the CCC-633 Honey.	Using the drop-down list, select the applicable floral source.
Type of Container	Type of container in which the honey is stored. See 2-LP Honey for a list of eligible containers and the CCC-633 Honey.	Using the drop-down list, select the applicable type of container.
Seal	Seal assigned to the storage container. Defaults to 1 and increments sequentially by 1 for every unit entered.	Enter seal. Note: This entry can be overwritten.
Number of Containers	Total number of containers holding the honey under loan. See the CCC-633 Honey.	Enter number of containers.

301 Entering Storage Information for Honey Loans (Continued)

C Field Descriptions and Actions on the Storage Information Screen for Farm-Stored Honey Loan (Continued)

Field/Button	Description	Action
Add Lot (Continued)		
Storage Location	Text describing additional information relating to the seal/bin lot location. Important: Do not enter any PII data. See paragraph XX to defer PII.	Enter additional storage location description.
Capacity	Capacity of containers in gallons.	Enter capacity of the containers.
Estimated Quantity	Quantity in the containers that will be placed under collateral for loan per unit of measure applicable to the commodity.	Enter quantity in pounds.
Add		CLICK “ Add ” to add the lot to the loan. The lot information will be displayed in the “Lots” section. Repeat the process for additional lots.
Clear		CLICK “ Clear ” to remove the data entered on the screen.
Lots		
State	State where the lot is located. This determines the loan rate.	
County	County where the lot is located. This determines the loan rate.	
Seal	Seal assigned to the storage location. Defaults to 1 and increments by 1 for every lot entered.	
Floral Source	Provides floral source selected during entry.	
Number of Containers	Provides the number of containers entered.	
Container	Provides container type.	
Quantity	Quantity of the lot that will be in the loan per unit of measure applicable to the commodity.	
Edit		CLICK “ Edit ” to change bin information

301 Entering Storage Information for Honey Loans (Continued)

C Field Descriptions and Actions on the Storage Information Screen for Farm-Stored Honey Loan (Continued)

Field/Button	Description	Action
Lots (Continued)		
Available Quantity	Quantity available to put under loan.	
Requested Quantity	Sum of all quantities.	
Save & Continue		CLICK “ Save and Continue ” to proceed to the next screen. Information entered will be saved.
Print Summary		CLICK “ Print Summary ” to print a summary of the bin information.
Back		CLICK “ Back ” to return to the previous screen.
Cancel		CLICK “ Cancel ” to cancel the process.

D Action

See Part 4 to continue processing the loan.

302-319 (Reserved)

Parts 8 and 9 (Reserved)

320-399 (Reserved)

Part 10 Wool

400 Creating Wool Loans

A Overview

CLPS shall be used to process all 2015 and subsequent year wool loans. Wool loans are created in the same manner as other commodity loans with the exception of a few items specific to wool.

Note: Wool loans are currently only available for farm-stored loans.

B Example of the Commodity Information Screen for Wool

Following is an example of the Commodity Information Screen for wool.

The screenshot displays the 'Commodity Information' screen in the CLPS system. At the top, there is a navigation bar with links: CLPS Home, About CLPS, Help, Contact Us, Exit CLPS, and Logout of eAuth. On the left side, there is a 'CLPS Menu' with the following items: Welcome, Role: County User, Options (with sub-links: Select State & County, Loan Making, Search Loans, New Loan, New Sugar Loan, New CMA Loan), Reports (with sub-link: Reports), Blank Forms, and Forms.

The main form area is titled 'Commodity Information' and contains the following fields and options:

- Status:** State: TEXAS, County: MEDINA
- Loan Number:** (empty field)
- Commodity:** (empty field)
- Loan Type:** (empty field)
- Contact:** WOOL PRODUCER
- Application Date:** *Loan Application Date: 07/01/2015 (with a calendar icon)
- Loan Type:** *Storage: Warehouse Farm; *Funding Type: Non-recourse Recourse
- Commodity:** *Commodity: WOOL (dropdown menu); *Class/Variety/Type: <Select Class/Variety/Type> (dropdown menu); Unit of Measure: LB
- Conditions:** *Structure: Measurable Non-measurable; Condition: None (dropdown menu)
- Other Information:** *Number of Head: (empty text input field)

At the bottom of the form, there are three buttons: Continue, Back, and Cancel. In the footer, it says 'Screen ID: CLPS1102' and 'Last Modified: 07/16/2015' on the left, and 'Back to Top ^' on the right.

400 Creating Wool Loans (Continued)

C Field Descriptions and Actions for the Commodity Information Screen for Farm-Stored Wool Loans

The following table provides field descriptions and actions for the Commodity Information Screen for farm-stored honey loans.

Field/Button	Description	Action
Header Information		
Status	Blank until the loan application has been saved.	
State	Name of the State administering the loan.	
County	Name of the county administering the loan.	
Loan Number	Blank until the loan application has been saved.	
Crop Year	Crop year of the loan.	
Commodity	Blank until the commodity type is selected.	
Loan Type	Identifies the loan as either farm-stored or warehouse-stored. Blank until the loan type has been selected.	
Contact	Primary contact for the loan.	
Loan Application Date		
Loan Application Date	Date loan application request was received by the County Office.	Enter date by either: <ul style="list-style-type: none"> • entering the date in the “mm/dd/yyyy” format • clicking “Calendar” icon.
Loan Type		
Storage	Type of storage for the loan.	CLICK “ Farm ”.
Funding Type	Type of funding for the commodity.	“ Non-recourse ” is defaulted. CLICK “ Recourse ” only when the wool loan is recourse.

400 Creating Wool Loans (Continued)

C Field Descriptions and Actions for the Commodity Information Screen for Farm-Stored Wool Loans (Continued)

Field/Button	Description	Action
Commodity		
Commodity	Type of commodity.	Using the drop-down list, select “Wool” .
Class/Variety/Type	Class/variety/type for the commodity.	Using the drop-down list, select either: <ul style="list-style-type: none"> • “Graded” • “Nongraded”.
Unit of Measure	Unit of measure for the commodity.	
Conditions		
Structure	Identifies whether the structure is measurable.	
Condition	Identifies the condition of the loan.	
Other Information		
Number of Head	See CCC-633WM for the number of head in which loan production comes.	Enter number of head.
Continue		CLICK “Continue” to proceed to the next screen. Complete remainder of the loan application according to Part 4. See paragraph 401 for the Storage Information Screen for wool loans.
Back		CLICK “Back” to return to previous screen.
Cancel		CLICK “Cancel” to cancel the process.

401 Entering Storage Information for Nongraded Wool Loans

A Overview

Storage information entered in CLPS for a nongraded wool loan differs from a standard farm-stored loan.

B Example of the Storage Information Screen for a Nongraded Wool Loan

Following is an example of the Storage Information Screen for a nongraded wool loan.

CLPS Home About CLPS Help Contact Us Exit CLPS Logout of eAuth

CLPS Menu
 Welcome
 Role: County User
Options
[Select State & County](#)
Loan Making
[Search Loans](#)
[New Loan](#)
[New Sugar Loan](#)
[New CMA Loan](#)
Reports
[Reports](#)
Blank Forms
[Forms](#)

Storage Information

Status:
State: TEXAS **County:** MEDINA
Loan Number: **Crop Year:** 2015
Commodity: WOOL - NON **Loan Type:** FARM
Contact: WOOL PRODUCER

Add Lot

*State: TEXAS
 *County: MEDINA
 *Seal/Bin/Lot: 1 Storage Location:
 *Quantity: LB

Add Clear

Lots

State	County	Seal/ Bin/Lot	Quantity
		Available Quantity:	100,000 LB
		Requested Quantity:	0 LB

Save & Continue Print Summary Back Cancel

Screen ID: CLPS1104
 Last Modified: 07/16/2015 [Back to Top ^](#)

401 Entering Storage Information for Nongraded Wool Loans (Continued)

C Field Descriptions and Actions for the Storage Information Screen for Farm-Stored Nongraded Wool Loan

The following table provides the field descriptions and actions for the Storage Information Screen for a farm-stored nongraded wool loan.

Field/Button	Description	Action
Header Information		
Status	Blank until the loan application has been completed.	
State	Name of the State administering the loan.	
County	Name of the county administering the loan.	
Loan Number	Blank until the loan application has been completed.	
Crop Year	Crop year of the loan.	
Commodity	Commodity selected will be displayed.	
Loan Type	Identifies if the loan is farm-stored or warehouse-stored.	
Contact	Primary contact for the loan.	
Add Lot		
State	State where the wool is located. This determines the loan rate.	Using the drop-down list, select the applicable State.
County	County where the wool is located. This determines the loan rate.	Using the drop-down list, select the applicable county.
Seal	Seal assigned to the storage container. Defaults to 1 and increments sequentially by 1 for every unit entered.	Enter seal. Note: This entry can be overwritten.
Storage Location	Text describing additional information relating to the seal/bin/lot location. Important: Do not enter any PII data.	Enter additional storage location description.
Quantity	Quantity that will be placed under collateral for loan per unit of measure applicable to the commodity.	Enter quantity in pounds.

401 Entering Storage Information for Nongraded Wool Loans (Continued)

C Field Descriptions and Actions for the Storage Information Screen for Farm-Stored Nongraded Wool Loan (Continued)

Field/Button	Description	Action
Add		CLICK “Add” to add the lot to the loan. The lot information will be displayed in the “Lots” section.
Clear		Repeat the process for additional lots. CLICK “Clear” to clear remove the data entered on the screen.
Lots		
State	State where the container is located. This determines the loan rate.	
County	County where the container is located. This determines the loan rate.	
Seal	Seal assigned to the storage location. Defaults to 1 and increments by 1 for every bin entered.	
Quantity	Quantity of the seal that will be in the loan per unit of measure applicable to the commodity.	
Edit		
Available Quantity	Quantity available to put under loan.	
Requested Quantity	Sum of all lot quantities.	
Save & Continue		CLICK “Save and Continue” to proceed to the next screen. Information entered will be saved.
Print Summary		CLICK “Print Summary” to print a summary of the bin information.
Back		CLICK “Back” to return to the previous screen.
Cancel		CLICK “Cancel” to cancel the process.

402 Entering Storage Information for Graded Wool Loans

A Overview

Storage information entered in CLPS for a graded wool loan differs from a standard farm-stored loan.

B Example of the Storage Information Screen for Graded Wool Loans

Following is an example of the Storage Information Screen for a graded wool loan.

[CLPS Home](#) [About CLPS](#) [Help](#) [Contact Us](#) [Exit CLPS](#) [Logout of eAuth](#)

CLPS Menu

Welcome

Role: County User

Options

[Select State & County](#)

Loan Making

[Search Loans](#)

[New Loan](#)

[New Sugar Loan](#)

[New CMA Loan](#)

Reports

[Reports](#)

Blank Forms

[Forms](#)

Storage Information

Status:
State: TEXAS **County:** MEDINA
Loan Number: **Crop Year:** 2015
Commodity: WOOL - GRD **Loan Type:** FARM
Contact: WOOL PRODUCER

Add Lot

*State: ▼

*County: ▼

*Seal/Bin/Lot:

*Quantity: LB Storage Location:

*Micron:

*Schlumberger Yield:

Lots

State	County	Seal	Micron	Yield	Quantity
Available Quantity:					100,000 LB
Requested Quantity:					0 LB

Screen ID: CLPS1106 [Back to Top ^](#)
 Last Modified: 07/16/2015

402 Entering Storage Information for Graded Wool Loans (Continued)

C Field Descriptions and Actions for the Storage Information Screen for a Farm-Stored Graded Wool Loan

The following table provides the field descriptions and actions for the Storage Information Screen for a graded wool loan.

Field/Button	Description	Action
Header Information		
Status	Blank until the loan application has been completed.	
State	Name of the State administering the loan.	
County	Name of the county administering the loan.	
Loan Number	Blank until the loan application has been completed.	
Crop Year	Crop year of the loan.	
Commodity	Commodity selected will be displayed.	
Loan Type	Identifies if the loan is farm-stored or warehouse-stored.	
Contact	Primary contact for the loan.	
Add Lot		
State	State where the wool is located. This determines the loan rate.	Using the drop-down list, select the applicable State.
County	County where the wool is located. This determines the loan rate.	Using the drop-down list, select the applicable county.
Seal	Seal assigned to the storage container. Defaults to 1 and increments sequentially by 1 for every unit entered.	Enter seal. Note: This entry can be overwritten.
Quantity	Quantity that will be placed under collateral for loan per unit of measure applicable to the commodity.	Enter the quantity in pounds.
Micron	See 8-LP for source of micron.	Enter the Micron from the core test.
Schlumberger Yield	See 8-LP for source of Schlumberger Yield.	Enter the Schlumberger yield from the core test.
Storage Location	Text describing additional information relating to the seal/bin/lot location. Important: Do not enter any PII data.	Enter additional storage location description.

402 Entering Storage Information for Graded Wool Loans (Continued)

C Field Descriptions and Actions for the Storage Information Screen for a Farm-Stored Graded Wool Loan (Continued)

Field/Button	Description	Action
Add Lot (Continued)		
Add		CLICK “Add” to add the lot to the loan. The lot information will be displayed in the “Lots” section. Repeat the process for additional lots.
Clear		CLICK “Clear” to clear remove the data entered on the screen.
Lots		
State	State where the container is located. This determines the loan rate.	
County	County where the container is located. This determines the loan rate.	
Seal	Seal assigned to the storage location. Defaults to 1 and increments by 1 for every lot entered.	
Micron	Provides the micron entered in the “Add Lot” section.	
Yield	Provides the Schlumberger Yield entered in the “Add Lot” section.	
Quantity	Quantity of the seal that will be in the loan per unit of measure applicable to the commodity.	
Edit		
Available Quantity	Quantity available to put under loan.	
Requested Quantity	Sum of all lot quantities.	

402 Entering Storage Information for Graded Wool Loans (Continued)

C Field Descriptions and Actions for the Storage Information Screen for a Farm-Stored Graded Wool Loan (Continued)

Field/Button	Description	Action
Lots (Continued)		
Save & Continue		CLICK “Save and Continue” to proceed to the next screen. Information entered will be saved.
Print Summary		CLICK “Print Summary” to print a summary of the bin information.
Back		CLICK “Back” to return to the previous screen.
Cancel		CLICK “Cancel” to cancel the process.

H Action

See Part 4 to continue processing the loan.

403-419 (Reserved)

Part 11 (Reserved)

420-499 (Reserved)

Part 12 Sugar

500 Creating Sugar Loans

A Overview

CLPS shall be used to process all 2015 and subsequent year sugar loans. Sugar loans are entered using the “New Sugar Loan” link from the left navigation on the Search Loan Screen.

Important: Sugar loans issued to processors can **only** be created using the “**New Sugar Loan**” link.

B Example of the Search Loans Screen

Following is an example of the Search Loans Screen.

C Action

From the Search Loans Screen:

- from the left navigation menu, CLICK “**New Sugar Loan**” to display the Producer Information Screen
- add the producer according to paragraph 22
- CLICK “**Continue**” after the producer has been selected to display the Commodity Information Screen.

500 Creating Sugar Loans (Continued)

D Example of the Commodity Information Screen

Following is an example of the Commodity Information Screen.

CLPS Menu	Commodity Information	
Welcome USER NAME Role: County User	Status: State: LOUISIANA County: NATCHITOCHEs	
Options	Loan Number: Crop Year: 2015	
Select State & County	Commodity: Loan Type:	
Loan Making	Contact: SUGAR PROCESSER	
Search Loans	Application Date	
New Loan	*Loan Application Date: 07/21/2015	
New Sugar Loan	Loan Type	
New CMA Loan	*Storage: <input type="radio"/> Warehouse <input type="radio"/> Farm	
Reports	*Funding Type: <input checked="" type="radio"/> Non-recourse <input type="radio"/> Recourse	
Reports	Commodity	
Blank Forms	*Commodity: <Select Commodity> ▼	
Forms	Class/Variety/Type: <Select Class/Variety/Type> ▼	
	Unit of Measure:	
	Region	
	*Region Code: <Select Region Code> ▼	
	Conditions	
	*Structure: <input type="radio"/> Measurable <input type="radio"/> Non-measurable	
	Condition: None ▼	
	<input type="button" value="Continue"/> <input type="button" value="Back"/> <input type="button" value="Cancel"/>	

E Action

To continue see paragraph:

- 501 for farm-stored sugar loans
- 502 for warehouse-stored sugar loans.

501 Farm-Stored Sugar Loans

A Overview

The following commodities are eligible for farm-stored sugar loans:

- in-process beet sugar
- in-process cane sugar.

B Example of the Commodity Information Screen for a Farm-Stored Sugar Loans

Following is an example of the Commodity Information Screen for sugar loans.

CLPS Home About CLPS Help Contact Us Exit CLPS Logout of eAuth

Commodity Information

Status:
State: MINNESOTA **County:** DODGE
Loan Number: **Crop Year:** 2014
Commodity: **Loan Type:**
Contact: SUGAR PROCESSOR NAME

Application Date
 *Loan Application Date: 10/05/2014

Loan Type
 *Storage: Warehouse Farm
 *Funding Type: Non-recourse Recourse

Commodity
 *Commodity: <Select Commodity>
 Class/Variety/Type: <Select Class/Variety/Type>
 Unit of Measure:

Storage

Region
 *Region Code: <Select Region Code>

Conditions
 *Structure: Measurable Non-measurable
 Condition: None

Continue Back Cancel

501 Farm-Stored Sugar Loans (Continued)

D Field Descriptions and Actions on the Commodity Information Screen for Farm-Stored Sugar Loans

The following table provides field descriptions and actions on the Commodity Information Screen for farm-stored sugar loans.

Field/Button	Description	Action
Header Information		
Status	Blank until the loan application has been saved.	
State	Name of the State administering the loan.	
County	Name of the county administering the loan.	
Loan Number	Blank until the loan application has been saved.	
Crop Year	Crop year of the loan.	
Commodity	Blank until the commodity type is selected.	
Loan Type	Identifies the loan as either farm-stored or warehouse-stored. Blank until the loan type has been selected.	
Contact	Primary contact for the loan.	
Loan Application Date		
Loan Application Date	Date loan application was received by the County Office.	Enter date by either: <ul style="list-style-type: none"> • entering the date in the “mm/dd/yyyy” format • clicking “Calendar” icon.
Loan Type		
Storage	Type of storage for the loan.	CLICK “ Farm ”.
Funding Type	Type of funding for the commodity.	“ Non-recourse ” is defaulted. CLICK “ Recourse ” only when the sugar loan is recourse.
Commodity		
Commodity	Type of commodity.	Using the drop-down list, select either: <ul style="list-style-type: none"> • “In-Process Beet Sugar” • “In-Process Cane Sugar”.

501 Farm-Stored Sugar Loans (Continued)

D Field Descriptions and Actions on the Commodity Information Screen for Farm-Stored Sugar Loans (Continued)

Field/Button	Description	Action
Class/Variety/Type	Class/variety/type for the commodity. Note: This field is not applicable for sugar.	
Unit of Measure	Unit of measure for the commodity.	
Storage		
State	The State where the sugar is stored.	Using the drop-down list, select the State.
County	The county where the sugar is stored.	Using the drop-down list, select the county.
Region		
Region Code	Identifies the region according to 10-SU, Exhibit 9 where stored.	Using the drop-down list, select the applicable region where stored.
Conditions		
Structure	Identifies whether the structure is measurable. Note: This field is not applicable for sugar.	
Condition	Identifies the condition of the loan. Note: This field is not applicable to sugar.	
Continue		CLICK “ Continue ” to proceed to the next screen. Complete the remainder of the loan application according to Part 4.
Back		CLICK “ Back ” to return to previous screen.
Cancel		CLICK “ Cancel ” to cancel the process.

502 Warehouse-Stored Sugar Loans

A Overview

The following commodities are eligible for warehouse-stored sugar loans:

- refined beet sugar
- raw cane sugar.

B Example of the Commodity Information Screen for a Warehouse-Stored Sugar Loan

Following is an example of the Commodity Information Screen for a warehouse-stored sugar loan.

<p>CLPS Menu</p> <p>Welcome USER NAME Role: County User</p> <p>Options</p> <p>Select State & County</p> <p>Loan Making</p> <p>Search Loans New Loan New Sugar Loan New CMA Loan</p> <p>Reports</p> <p>Reports</p> <p>Blank Forms</p> <p>Forms</p>	<p>Commodity Information</p>
<p>Status: State: MINNESOTA County: DODGE Loan Number: Crop Year: 2014 Commodity: Loan Type: Contact: SUGAR PROCESSOR NAME</p>	
<p>Application Date</p> <p>*Loan Application Date: 10/05/2014 </p>	
<p>Loan Type</p> <p>*Storage: <input checked="" type="radio"/> Warehouse <input type="radio"/> Farm *Funding Type: <input checked="" type="radio"/> Non-recourse <input type="radio"/> Recourse</p>	
<p>Commodity</p> <p>*Commodity: <Select Commodity> ▼ Class/Variety/Type: <Select Class/Variety/Type> ▼ Unit of Measure:</p>	
<p>Warehouse</p> <p>*Warehouse Code: <input type="text"/> *State: <Select State> ▼ *County: <Select County> ▼</p>	
<p>Region</p> <p>*Region Code: <Select Region Code> ▼</p>	
<p>Conditions</p> <p>*Structure: <input type="radio"/> Measurable <input type="radio"/> Non-measurable Condition: None ▼</p>	
<p>Continue Back Cancel</p>	

502 Warehouse-Stored Sugar Loans (Continued)

C Field Descriptions and Actions on the Commodity Information Screen for Warehouse-Stored Sugar Loan

The following table provides field descriptions and actions on the Commodity Information Screen for a warehouse-stored sugar loan.

Field/Button	Description	Action
Header Information		
Status	Blank until the loan application has been saved.	
State	Name of the State administering the loan.	
County	Name of the county administering the loan.	
Loan Number	Blank until the loan application has been saved.	
Crop Year	Crop year of the loan.	
Commodity	Blank until the commodity type is selected.	
Loan Type	Identifies if the loan is farm-stored or warehouse-stored. Will be blank until the loan type has been selected.	
Contact	Primary contact for the loan.	
Loan Application Date		
Loan Application Date	Date loan application request was received by the County Office.	Enter date by either: <ul style="list-style-type: none"> • entering the date in the “mm/dd/yyyy” format • clicking “Calendar” icon.
Loan Type		
Storage	Type of storage for the loan.	CLICK “ Warehouse ”.
Funding Type	Type of funding for the commodity.	“ Non-recourse ” is defaulted. CLICK “ Recourse ” only when the sugar loan is recourse.

502 Warehouse-Stored Sugar Loans (Continued)

C Field Descriptions and Actions on the Commodity Information Screen for Warehouse-Stored Sugar Loan (Continued)

Field/Button	Description	Action
Commodity		
Commodity	Type of commodity.	Using the drop-down list, select either: <ul style="list-style-type: none"> • “Beet Sugar” • “Raw Cane Sugar”.
Class/Variety/Type	Class/variety/type for the commodity. Note: This field is not applicable for sugar.	
Unit of Measure	Unit of measure for the commodity.	
Warehouse		
Warehouse Code	Identifies the warehouse code.	Enter warehouse code.
State	Identifies the State location of the warehouse on the warehouse receipt.	Using the drop-down list, select the State of the warehouse where commodity is stored.
County	Identifies the county location of the warehouse that is on the warehouse receipt.	Using the drop-down list, select the county of the warehouse where commodity is stored.
Region		
Region Code	Identifies the region according to 10-SU, Exhibit 9.	Using the drop-down list, select the applicable region.
Conditions		
Structure	Identifies if the structure can be measured. Note: This field is not applicable to warehouse-stored loans.	
Condition	Identifies the condition of the loan.	
		Using the drop-down list, select the condition.

502 Warehouse-Stored Sugar Loans (Continued)

C Field Descriptions and Actions on the Commodity Information Screen for Warehouse-Stored Sugar Loan (Continued)

Field/Button	Description	Action
Continue		CLICK “ Continue ” to proceed to the next screen. Complete remainder of the loan application according to Part 4.
Back		CLICK “ Back ” to return to previous screen.
Cancel		CLICK “ Cancel ” to cancel the process.

503-599 (Reserved)

Part 13 Corrections**Section 1 Loan Corrections****600 General Information****A Overview**

Loan applications can be corrected in the following ways:

- corrected before disbursement
- canceled before disbursement
- canceled after disbursement that will automatically create a receivable in NRRS.

Repayments may be corrected without changing the loan applications. Corrections made to a repayment will remove any subsequent repayments if they exist on the loan.

601 Loan Making Corrections**A Overview**

The Loan Summary Screen will display several sections for which data entered may be modified. Status of the loan will determine which type of edit may be completed. Edits to a loan may only be completed before the loan is approved. After the COC action is entered and submitted, the loan **must** be canceled if it is to be corrected.

The header section will display the general information associated with the loan including the statuses of the loan.

Note: See Exhibit 10 for a list of statuses.

The following lists sections that are editable before the loan is approved:

- “Producers”
- “Commodity”
- “Farms”
- “Storage”
- “Loan Amount”
- “Disbursements”
- “Assessment Review Dates”
- “2nd Party Review”
- “Date Documents Received”
- “Cancel Application”.

601 Loan Making Corrections (Continued)

B Example of the Loan Summary Screen

Following is an example of the Loan Summary Screen.

Loan Summary Status: Pending Review State: TEXAS County: MEDINA Loan Number: 20006 Crop Year: 2014 Commodity: CORN - YC Loan Type: FARM Contact: PRODUCER NAME		Storage <table border="1"> <thead> <tr> <th>State</th> <th>County</th> <th>Farm</th> <th>Seal/ Bin/Lot</th> <th>Quantity</th> </tr> </thead> <tbody> <tr> <td>TX</td> <td>MEDINA</td> <td></td> <td>1</td> <td>500 BU</td> </tr> </tbody> </table> Available Quantity: 9,250 BU Requested Quantity: 500 BU <input type="button" value="Edit"/>	State	County	Farm	Seal/ Bin/Lot	Quantity	TX	MEDINA		1	500 BU								
State	County	Farm	Seal/ Bin/Lot	Quantity																
TX	MEDINA		1	500 BU																
Producers <table border="1"> <thead> <tr> <th>Producer</th> <th>Share (%)</th> <th>Primary Contact</th> </tr> </thead> <tbody> <tr> <td></td> <td>100.00%</td> <td>Y</td> </tr> </tbody> </table> <input type="button" value="Edit"/>		Producer	Share (%)	Primary Contact		100.00%	Y	Loan Amount Available Quantity: 9,250 BU Requested Quantity: 500 BU <table border="1"> <thead> <tr> <th>State</th> <th>County</th> <th>Seal</th> <th>Loan Quantity</th> <th>Rate</th> <th>Loan Amount</th> </tr> </thead> <tbody> <tr> <td>TX</td> <td>MEDINA</td> <td>1</td> <td>500 BU</td> <td>\$2.14</td> <td>\$1,070.00</td> </tr> </tbody> </table> Loan Amount: \$1,070.00 State Assessment: \$5.00 Service Fee: \$5.35 <input type="button" value="Edit"/>	State	County	Seal	Loan Quantity	Rate	Loan Amount	TX	MEDINA	1	500 BU	\$2.14	\$1,070.00
Producer	Share (%)	Primary Contact																		
	100.00%	Y																		
State	County	Seal	Loan Quantity	Rate	Loan Amount															
TX	MEDINA	1	500 BU	\$2.14	\$1,070.00															
Commodity Loan Application Date: 05/01/2015 Loan Type: Farm Stored Funding Type: Non-recourse Commodity: CORN Class/Variety/Type: YELLOW Unit of Measure: BU Measurable: YES Condition: None Ear: NO <input type="button" value="Edit"/>		Disbursements <table border="1"> <thead> <tr> <th>Producer</th> <th>Disbursement Amount</th> <th>Share</th> <th>Issue Jointly</th> </tr> </thead> <tbody> <tr> <td>PRODUCER NAME</td> <td>\$1,059.65</td> <td>100.00%</td> <td>N</td> </tr> </tbody> </table> <input type="button" value="Edit"/>	Producer	Disbursement Amount	Share	Issue Jointly	PRODUCER NAME	\$1,059.65	100.00%	N										
Producer	Disbursement Amount	Share	Issue Jointly																	
PRODUCER NAME	\$1,059.65	100.00%	N																	
Farms <table border="1"> <thead> <tr> <th>State</th> <th>County</th> <th>Farm</th> </tr> </thead> <tbody> <tr> <td>TX</td> <td>MEDINA</td> <td>7134</td> </tr> <tr> <td>TX</td> <td>MEDINA</td> <td>7135</td> </tr> </tbody> </table> <input type="button" value="Edit"/>		State	County	Farm	TX	MEDINA	7134	TX	MEDINA	7135	Assessment Review Dates CCC-10 Date: 05/01/2015 Lien Search Date: 05/01/2015 <input type="button" value="Edit"/>									
State	County	Farm																		
TX	MEDINA	7134																		
TX	MEDINA	7135																		
Assessment Review Dates CCC-10 Date: Lien Search Date: <input type="button" value="Edit"/>		Cancel Application <input type="checkbox"/> Cancel This Agreement <Select Cancellation Reason> <input type="button" value="Submit"/>																		
2nd Party Review Review Date: Reviewer: <input type="button" value="Edit"/>		COC Action UCC1 Filing Date: <input type="text"/> COC Date: <input type="text"/> <input type="checkbox"/> Approved <input type="checkbox"/> Disapproved For CCC By: <input type="text"/> <input type="button" value="Submit"/>																		
Date Documents Received Received Date: Are you or any co-applicant delinquent on any Federal nontax debt? <table border="1"> <thead> <tr> <th>Signature Date</th> <th>Signed For / By</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> </tr> </tbody> </table> <input type="button" value="Edit"/>		Signature Date	Signed For / By																	
Signature Date	Signed For / By																			

601 Loan Making Corrections (Continued)

C Action

From the Search Loan Screen:

- select the producer according to paragraph 22
- on the Search Results Screen, CLICK “**Edit**” for the applicable loan to display the Loan Summary Screen
- click the applicable edit button for the desired section to make changes.

Note: After changes have been made and saved, the status will be updated to “**Draft**”. The loan **must** continue through each of the subsequent processes in the normal manner before it can be approved.

602 Canceling Loans Before COC Approval

A Overview

Loan applications can be canceled before COC approval without requiring further action. A loan application can be canceled through the Loan Summary Screen, “Cancel Application” section, if the loan application is in any of the following statuses:

- “Draft”
- “Pending Review”
- “Pending Producer Signature”
- “Pending Approval”.

B Example of the Loan Summary Screen, “Cancel Application” Section

Following is an example of the Loan Summary Screen, “Cancel Application” section.

The screenshot shows a web form titled "Cancel Application". At the top, there is a checkbox labeled "Cancel This Agreement" which is checked. Below this is a dropdown menu with the text "<Select Cancellation Reason>" and a downward arrow. The dropdown menu is open, showing three options: "<Select Cancellation Reason>" (highlighted in blue), "Entered in error", and "Withdrawn by Producer". To the right of the dropdown menu is a "Submit" button.

602 Canceling Loans Before COC Approval (Continued)**C Action**

From the Search Loan Screen:

- select the producer according to paragraph 22
- on the Search Results Screen, CLICK “**Edit**” for the applicable loan to display the Loan Summary Screen
- scroll down to the “Cancel Application” section
- CLICK “**Cancel this Agreement**”
- using the drop-down list, select a reason for cancellation
- CLICK “**Submit**”.

Note: A loan application that has been canceled is no longer editable and can only be reviewed.

603 Canceling Approved Loans**A Overview**

An approved loan is a loan application that is either:

- approved by COC
- disbursed.

Note: Approved loan applications can only be canceled through the Loan Servicing Screen.

603 Canceling Approved Loans (Continued)

B Example of the Loan Servicing Screen

Following is an example of the Loan Servicing Screen.

CLPS Menu Welcome USER NAME Role: State Admin Options Select State & County Loan Making Search Loans New Loan New Sugar Loan Reports Reports Blank Forms Forms	Loan Servicing									
	Status: Disbursed State: TEXAS County: MEDINA									
	Loan Number: 20012 Commodity: CORN - YC Contact: PRODUCER NAME									
	Crop Year: 2015 Loan Type: FARM									
	<hr/>									
	Loan Detail									
	Disbursement Date: 06/14/2015 Maturity Date: 03/31/2016 Interest Rate: 1.2500% Quantity Remaining: 500 BU Principal Remaining: \$1,070.00									
	<input type="button" value="Repayment"/> <input type="button" value="Cancel Loan"/> <input type="button" value="Print Summary"/>									
	<hr/>									
	Transactions									
<input type="button" value="Delete Selected Transactions"/>										
<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr style="background-color: #0056b3; color: white;"> <th style="width: 15%;">Date</th> <th style="width: 35%;">Transaction Type</th> <th style="width: 35%;">Status</th> <th style="width: 15%;">Actions</th> </tr> </thead> <tbody> <tr> <td colspan="4" style="text-align: center;"> <input type="button" value="Delete Selected Transactions"/> </td> </tr> </tbody> </table>			Date	Transaction Type	Status	Actions	<input type="button" value="Delete Selected Transactions"/>			
Date	Transaction Type	Status	Actions							
<input type="button" value="Delete Selected Transactions"/>										

C Action for the Loan Servicing Screen

From the Search Loan Screen:

- select the producer according to paragraph 22
- on the Search Results Screen, CLICK “**Service**” for the applicable loan to display the Loan Servicing Screen
- CLICK “**Cancel Loan**”.

603 Canceling Approved Loans (Continued)

D Example of the Cancel Loan Screen

Following is an example of the Cancel Loan Screen.

E Action for the Cancel Loan Screen

To complete the Cancel Loans Screen:

- using the drop-down list, select the reason for cancellation
- CLICK “**Cancel Loan**”.

Notes: A loan application that has been canceled is no longer editable and can only be reviewed.

Canceling a loan after disbursement will automatically create a receivable in NRRS.

603 Canceling Approved Loans (Continued)

F Example of the Loan Cancellation Confirmation Screen

Following is an example of the Loan Cancellation Confirmation Screen with the message, “Loan canceled successfully”.

Loan Cancellation Confirmation		
Status: Canceled		
State: TEXAS	County: MEDINA	
Loan Number: 20001	Crop Year: 2014	
Commodity: WHEAT - HRW	Loan Type: FARM	
Contact: PRODUCER NAME		
 • Loan canceled successfully.		
Cancellation Reason: CORRECTION		
<input type="button" value="Print CCC-677"/>		<input type="button" value="Continue"/>

G Action for the Loan Cancellation Confirmation Screen

On the Loan Cancellation Confirmation Screen:

- CLICK “**Print CCC-677**”
- CLICK “**Continue**” to complete the process
- file the canceled CCC-677 or CCC-678, as applicable, in the loan folder.

Note: When the loan is a warehouse-stored loan, the action button will display, “Print CCC-678”.

See Exhibit 20 for an example of a canceled CCC-677.

604 Canceling and Reissuing Disbursed Loans**A Overview**

When a loan is canceled, a receivable is created for each payment in the package, as follows:

- producers
- FSA (service fee)
- Promotion and Assessment Boards.

When the loan is reissued, the revised loan will offset against any outstanding receivable for the payee.

Receivables are offset based on the payee's tax ID, **not** by State or county; therefore:

- receivables from other counties may be offset by payments issued in user's county
- payments unrelated to the original loan could offset against user's loan receivables if the reissued loan is **not** processed promptly.

B Performing Cancellations and Reissuing Loans

When performing cancellations in CLPS for loans that will be reissued it is important that the user does **not** cancel the original loan until user is ready to reissue the loan. The reissued loan proceeds will offset against the receivable established for the original loan.

Do **not** write off any receivable for:

- the Research, Promotion, Marketing, and Assessment Boards
- FSA Business Partner ID, "8011240692" (FSA payment entity).

All loans nationwide will have service fees to FSA so receivables for those fees may be offset by any loan that is created regardless of the State and county. Offsets for the Research, Promotion, Marketing, and Assessment Board fees are treated similarly.

605-649 (Reserved)

Section 2 Repayment Corrections

650 Repayment Corrections Before Schedule of Deposit Has Been Prepared

A Overview

Corrections to repayments that were processed in CLPS can be made before the Schedule of Deposit has been prepared. The remittance will automatically be removed from NRRS and the repayment can be reprocessed in CLPS. See Exhibit 25 for a list of NRRS statuses.

Note: Repayment corrections for loans that reside in APSS **must** continue to use APSS and NRRS separately.

B Example of the Loan Servicing Screen

Following is an example of the Loan Servicing Screen.

Loan Servicing

Status: Disbursed
State: STATE
Loan Number: 20000
Commodity: CORN - YC
Contact: FARMER JOHN

County: COUNTY
Crop Year: 2014
Loan Type: FARM

Loan Detail

Disbursement Date: 11/10/2014
Maturity Date: 08/31/2015
Interest Rate: 1.1250%
Quantity Remaining: 250 BU
Principal Remaining: \$535.00

Transactions

Date	Transaction Type	Status		Amount:	Interest:	Actions
<input checked="" type="checkbox"/> 05/18/2015	Repayment	Complete	Amount:	\$538.08		View Print
			Principal:	\$535.00	Interest:	\$3.08

650 Repayment Corrections Before Schedule of Deposit Has Been Prepared (Continued)

E Deleting the Transaction

On the Delete Transaction Screen:

- using the drop-down list, select the cancellation reason
- CLICK “Delete Transactions” to display the Delete Transaction Confirmation Screen
- next to the transaction to delete, check (✓) the box.

Note: Deleting a repayment with subsequent repayments will also delete all subsequent repayments.

Note: Clicking “Exit” at any time cancels the deletion process.

F Example of the Delete Transaction Confirmation Screen

Following is an example of the Delete Transaction Confirmation Screen.

USDA United States Department of Agriculture
Farm Service Agency

Commodity Loan Processing System (CLPS)

CLPS Home About CLPS Help Contact Us Exit CLPS Logout of eAuth

Delete Transactions Confirmation

Status: Disbursed
State: STATE
County: COUNTY
Loan Number: 20003
Crop Year: 2014
Commodity: CORN - WC
Loan Type: WAREHOUSE
Contact: PRODUCER NAME

Transactions Deleted successfully.

Date	Transaction Type	Status	Amount:	Interest:
09/01/2015	Repayment Canceled	Canceled	\$214.78	\$0.78

Principal: \$214.00 Interest: \$0.78

Cancellation Reason: CORRECTION

Continue

651 Repayment Corrections After Schedule of Deposit Has Been Prepared**A Overview**

When a repayment needs to be corrected after the Schedule of Deposit has been prepared and transmitted there are specific steps to take and the steps **must** be taken in the correct order.

B Action

To correct a repayment after a Schedule of Deposit has been prepared:

- activate the remittance in NRRS according to 64-FI, subparagraph 44 B

Note: The remittance will now be available to be deleted from CLPS.

- search for the repayment transaction in CLPS according to Part 5
- delete the repayment transaction according to Part 5
- re-enter the repayment according to Part 5, as applicable
- re-access NRRS to deactivate the remittance according to 64-FI, subparagraph 44 D.

Reports, Forms, Abbreviations, and Delegations of Authority

Reports

None.

Forms

This table lists the forms referenced in this handbook.

Number	Title	Display Reference	Reference
CCC-10	Representations for Commodity Credit Corporation or Farm Service Agency Loans and Authorization to File a Financing Statement and Related Documents		30, 81
CCC-500M	Loan Payment Receipt	107	106
CCC-633 EZ	Loan Deficiency Payment (LDP) Agreement and Request		33, 34
CCC-633 Honey	Honey Nonrecourse Market Assistance Loan Certification and Worksheet		301
CCC-633WM	Wool and Mohair Loan Quantity Certification and Worksheet		400
CCC-677	Farm Storage Note and Security Agreement	Ex. 11, 20	82, 85-88, 603
CCC-677-1	Farm Storage Loan Worksheet		55
CCC-678	Warehouse Storage Note and Security Agreement	Ex. 12	82, 85-88, 603
CCC-697	Request to Lock in a Market Loan Repayment Rate		101
FSA-13-A	Data Security Access Authorization Form		20
FSA-578	Report of Acreage		30, 32
UCC-1	Financing Statement		87

Reports, Forms, Abbreviations, and Delegations of Authority (Continued)

Abbreviations Not Listed in 1-CM

The following abbreviations are not listed in 1-CM.

Approved Abbreviation	Term	Reference
CCID in PROD	Core Customer ID in Production	Ex. 6
CLPS	Commodity Loan Processing System	Text, Ex. 10
eLDP	electronic Loan Deficiency Payment	1, 31-34, Ex. 2
P+I	principal plus interest	101-104
pin	personal ID number	21, 31, 32, 35, 36
PIV	personal identity verification	21, 31, 32, 35, 36

Delegations of Authority

None.

Definitions of Terms Used in This Handbook

Associated County

Associated county means, in Business Partner, linking a County Office to “FSA & NRCS & RD Administrative Office & USDA ARS”.

Note: Payments will fail if an entity is **not** associated to the county making the payment.

“Date Documents Received” Date

“Date Documents Received” date means the date all required loan documents are received by the County Office.

Electronic Loan Deficiency Payment (eLDP)

eLDP means a web-based service that provides an **additional** means of farm program delivery to FSA customers (producers) and County Offices to file an application for LDP. Included in this service is the ability to establish and maintain customer profiles.

Marketing Fee

Marketing fee means a separate statement of charges or bill that is **not** part of the warehouse receipt, but is attached to or submitted with the warehouse receipt that indicates charges **normally** associated with handling the commodity represented by the warehouse receipt. Gin related charges include marketing service.

National Payment Service (NPS)

NPS means a centralized, web-based accounting application that interfaces with web-based program applications to complete payment processes.

Research and Promotion Fee

Research and promotion fee means a fee paid to the Cotton Board deducted from loan proceeds. This fee is centrally collected and remitted to the Cotton Board from Kansas City.

Menu and Screen Index

The following menus and screens are displayed in this handbook.

Menu or Screen	Title	Reference
	Assessment Review Dates Screen	81
	Cancel Loan Screen	603
	Commodity Information Screen	53
	Confirmation Screen	88
	County Commodity Yields Screen	31
	Crop Year Screen	34
	Customer Profile Screen	32, 33
	Delete Transaction Confirmation Screen	650
	Delete Transactions Screen	650
	Disbursement Requests (Lien Holder) Screen	80
	Disbursement Screen	80
	Farms Screen	54
	Joint Operation Customer Profile Screen	34
	Loan Calculation Screen	56
	Loan Cancellation Confirmation Screen	603
	Loan Servicing Screen	100
	Loan Servicing Screen	603, 650
	Loan Summary Screen	601
	Other Adjustments Screen	104
	Producer Information Screen	52
	Producer Signatures Screen	82, 86
	Profile Summary Screen	33
	Repayment Confirmation Screen	106
	Repayment Detail Screen	103
	Repayment Quantities Screen	102
	Repayment Screen	101
	Search Loans Screen	22, 51, 500
	Search Results Screen	22
	Search Results Screen	100
	Select Administrative County Screen	21
	Storage Information Screen	55
CLPS1102	Commodity Information Screen	300, 400, 500-502
CLPS1104	Storage Information Screen	401
CLPS1106	Storage Information Screen	402
CLPS1107	Storage Information Screen	301
CLPS1314	Market Gain Screen	104
CLPS1315	Remittance Detail Screen	105
CLPS1316	Remittance Confirmation Screen	106

Associated County Business Partner ID's

Following is the list of the associated county Business Partner ID's.

Business Partner Number	CCID in PROD	Customer Name	Delivery Address Line	Address Information Line	City Name	State	ZIP Code
8000172526	215196	LA Department of Agriculture & Forestry	PO Box 91081		Baton Rouge	LA	708219081
8011200239	1933483	State of Oklahoma	3800 N Classen Blvd Ste C		Oklahoma City	OK	731182862
8011158266	5037410	State of Wyoming	2219 Carey Ave	Wyoming Wheat Commission	Cheyenne	WY	820013653
8011236777	9636229	State of Missouri	PO Box 630	Commodity Fund Programs	Jefferson City	MO	651020630
8009017103	10007508	MS Department of Agriculture and Commerce	PO Box 1609		Jackson	MS	392151609
8011213266	10010583	State of Nebraska	PO Box 94668	C/O Susie Harm	Lincoln	NE	685094668
8011221851	10462442	South Carolina State Government	PO Box 11280	Ag Dept of South Carolina	Columbia	SC	292111280
8010013494	11276225	Colorado Corn Admin Committee	127 22nd St		Greeley	CO	806317210
8010013502	11276240	Colorado Wheat Admin Committee	4026 S Timberline Rd Unit 100		Fort Collins	CO	805256024
8010013504	11276241	Idaho Barley Commission	821 W State St		Boise	ID	837025832
8010008855	11276256	Idaho Wheat Commission	821 W State St		Boise	ID	837025832
8010013676	11276268	Kansas Corn Commission	PO Box 446		Garnett	KS	660320446
8010010325	11276278	Kansas Wheat Commission	1990 Kimball Ave Ste A		Manhattan	KS	665023341
8010020401	11276297	Minnesota Barley Research and Promotion Council	2601 Wheat Drive		Red Lake Falls	MN	567504800
8010018035	11276311	Minnesota Wheat Research and Promotion Council	2600 Wheat Drive		Red Lake Falls	MN	567504800

Associated County Business Partner ID's (Continued)

Business Partner Number	CCID in PROD	Customer Name	Delivery Address Line	Address Information Line	City Name	State	ZIP Code
8010014382	11276400	NC Department of Ag & Consumer Svs	1001 Mail Service Ctr		Raleigh	NC	276991001
8010014452	11276419	North Carolina Peanut Growers	PO Box 8		Nashville	NC	278560008
8010015771	11276453	North Dakota Barley Council	1002 Main Avenue W #2		West Fargo	ND	58078
8010014391	11276472	North Dakota Wheat Commission	2401 46th Ave SE Ste 104		Mandan	ND	585544829
8010016148	11276511	Oregon Wheat Commission	1200 NW Naito Pkwy Ste 370		Portland	OR	972092879
8010095192	11296060	Sorghum Promotion Research And Information Program	4201 N I-27		Lubbock	TX	794037507
8010014576	11276527	Texas Corn Producers Board	4205 N I-27		Lubbock	TX	794037507
8010016163	11276587	Texas Peanut Producers Board	4205 N I-27		Lubbock	TX	794037507
8010014601	11276536	Texas Rice Producers Board	1806 Avenue D Suite 106		Katy	TX	774931622
8010016140	11276565	Texas Wheat Producers Board	5405 I-40 West		Amarillo	TX	791064616
8010014404	11276599	Virginia Peanut Board	PO Box 59		Franklin	VA	238510059
8010139448	11292113	Washington Grain Commission Wheat	2702 W Sunset Blvd Ste A		Spokane	WA	992246200
8010143486	11292128	Washington Grain Commission Barley	2702 W Sunset Blvd Ste A		Spokane	WA	992246200

CLPS Statuses

This table provides descriptions of loan statuses in CLPS.

Status	Description
Approved	<p>Automatically set once funds are obligated successfully.</p> <p>If obligation fails, an error message will be displayed and status reverts to “Pending Approval”.</p>
Draft	<p>Loan is saved with producer name, commodity and at least 1 storage information (Bin or Receipt).</p> <p>Loan number is assigned to the loan.</p> <p>There is no status to revert.</p> <p>Loan can be canceled and will transition to “Deleted” status.</p>
Disapproved	<p>Manually set by the user once the name of the authorized approver and the date are entered.</p>
Disbursed	<p>Automatically set to “Disbursed” once payment request is sent successfully to NPS.</p>
Deleted	<p>Set manually by the user, when the application is reversed at the request of the customer.</p> <p>Can be set at any point before the loan is approved and disbursed through CLPS</p>
Pending Approval	<p>Automatically set to pending approval after the customer signature(s), dates (s), Note and Security Agreement is ready for determination process.</p> <p>Can revert back to “Draft” if modifications are made.</p> <p>In normal workflow, Agreement can be “Approved” or “Disapproved”.</p>
Pending Producer Signature	<p>Automatically set after the Second Party Review.</p> <p>Can revert back to “Draft” if modifications are made.</p> <p>In a normal workflow, the next status is “Pending Approval”.</p>
Pending Review	<p>Assessments have been entered.</p> <p>Loan application is complete and ready for Second Party Review.</p> <p>Can revert back to “Draft” if modifications are made.</p> <p>In a normal workflow, the next status is “Pending Producer Signature”.</p>

Example of CCC-677 After Loan Approval

Following is an example of CCC-677 after loan approval.

READ THE ENTIRE INSTRUMENT BEFORE SIGNING					
CCC-677 (04-24-15)		U.S. DEPARTMENT OF AGRICULTURE Commodity Credit Corporation FARM STORAGE NOTE AND SECURITY AGREEMENT			
<p>NOTE: The following statement is made in accordance with the Privacy Act of 1974 (5 USC 552a - as amended). The authority for requesting the information identified on this form is 7 CFR Part 1421, 7 CFR Part 1436, the Commodity Credit Corporation Charter Act (15 U.S.C. 714 et seq.), and the Agricultural Act of 2014 (Pub. L. 113-79). The information will be used to determine eligibility to participate in and receive benefits under a CCC loan program through documentation of producer acknowledgement of and agreement to the terms and conditions of the note and security agreement. The information collected on this form may be disclosed to other Federal, State, Local government agencies, Tribal agencies, and nongovernmental entities that have been authorized access to the information by statute or regulation and/or as described in applicable Routine Uses identified in the System of Records Notice for USDA/FSA-14, Applicant/Borrower. Providing the requested information is voluntary. However, failure to furnish the requested information will result in a determination of ineligibility to participate in and receive benefits under a CCC loan program.</p> <p>This information collection is exempted from the Paperwork Reduction Act as specified in the Agricultural Act of 2014 (Pub. L. 113-79, Title I, Subtitle F, Administration). The provisions of appropriate criminal and civil fraud, privacy, and other statutes may be applicable to the information provided. RETURN THIS COMPLETED FORM TO YOUR COUNTY FSA OFFICE.</p>					
Name & Mailing Address of Contact Producer			St. & Co. Codes & Farm No. Where Produced		
PRODUCER NAME HONDO, TX 5583			48-325-0007134, 48-325-0007135		
Loan No.:	20001	Documents Received:	05/07/2015	Total Loan Amount:	\$ 9,450.00
Crop Year:	2016	Disbursement Date:	04/09/2015		
Commodity:	WHEAT	Maturity Date:	01/31/2016	Marketing Assessments:	\$ 60.00
Class:	HRW	Interest Rate:	1.250 %	Service Fee:	\$ 47.25
		Total Loan Quantity:	3,000.00	TOTAL DISBURSEMENT AMOUNT:	\$ 9,342.75
A. SEAL NUMBER	B. MORTGAGED QUANTITY		C. LOAN RATE	D. LOAN QUANTITY	E. LOAN AMOUNT
1	1,000.00		\$ 3.1500	1,000.00	\$ 3,150.00
2	2,000.00		\$ 3.1500	2,000.00	\$ 6,300.00
F. PRODUCER			G. PRODUCER SHARE		
PRODUCER NAME			1.0000		
H. Loan Disbursement Percentage			1.0000		
<p>The terms and conditions of the Note and Security Agreement are set forth in this Form CCC-677 ("Note") and Form CCC-601, "Commodity Credit Corporation Note and Security Agreement Terms and Conditions," Form CCC-677A (for sugar only), and any appendix or addendum to these forms. By signing this Form CCC-677 each producer agrees to all terms and conditions specified in these forms and acknowledges receipt of Form CCC-601 and any appendix or addendum thereto. By signing this form, the producer agrees that: (1) the interest rate applicable to the loan will be determined in accordance with 7 CFR Part 1405 and will be the rate of interest charged by the U.S. Treasury for funds borrowed by CCC, plus 1 percent, on the date the loan proceeds are disbursed to each producer, and (2) the maturity date of the loan for all commodities shall be the last day of the 9th month following the month in which such loan proceeds are disbursed. Notwithstanding the foregoing provision, the producer agrees that if the commodity pledged as collateral for this loan is a commodity which had been previously pledged as collateral for a CCC loan that the maturity date of this loan will be the maturity date of such initial loan. The loan disbursement date, actual interest rate and maturity date for the loan may be obtained at the County FSA office listed below. CCC may at any time accelerate the maturity date of this loan upon demand of payment.</p> <p>The producer hereby sells, assigns, and mortgages, to CCC as collateral for the payment of this Note all of the commodity described in this Note, together with all authorized replacements, substitutions, additions, and accessions thereto, which is stored in the bins or storage structures specified in this Note (even though a larger quantity than the quantity shown in the item above entitled "Total Loan Quantity" is stored in such structure).</p>					
Are you or any co-applicant delinquent on any Federal non tax debt? (if YES, attach details to this form) <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO					
SIGNATURE (By)		TITLE/RELATIONSHIP OF THE INDIVIDUAL IF SIGNING IN A REPRESENTATIVE CAPACITY		DATE (MM-DD-YYYY)	
PRODUCER NAME				05/07/2015	
APPROVED FOR CCC BY		DATE (MM-DD-YYYY)	Name and Address of County FSA Office		
Mr. John CED		04/09/2015	MEDINA COUNTY FARM SERVICE AGENCY		
SECOND PARTY REVIEW		DATE (MM-DD-YYYY)	HONDO, TX 78861-0000		
DONALD KOENIG		04/08/2015	(830) 426-2013 x2		

Note: A continuation page with form and page number will be printed, as applicable.

Example of CCC-678 After Loan Approval

Following is an example of CCC-678 after loan approval.

READ THE ENTIRE INSTRUMENT BEFORE SIGNING						
CCC-678 (04-24-15)		U.S. DEPARTMENT OF AGRICULTURE Commodity Credit Corporation				
WAREHOUSE STORAGE NOTE AND SECURITY AGREEMENT						
<p>NOTE: The following statement is made in accordance with the Privacy Act of 1974 (5 USC 552a – as amended). The authority for requesting the information identified on this form is 7 CFR Part 1421, 7 CFR Part 1436, the Commodity Credit Corporation Charter Act (15 U.S.C. 714 et seq.), and the Agricultural Act of 2014 (Pub. L. 113-79). The information will be used to determine eligibility to participate in and receive benefits under a CCC loan program through documentation of producer acknowledgement of and agreement to the terms and conditions of the note and security agreement. The information collected on this form may be disclosed to other Federal, State, Local government agencies, Tribal agencies, and nongovernmental entities that have been authorized access to the information by statute or regulation and/or as described in applicable Routine Uses identified in the System of Records Notice for USDA/FSA-14, Applicant/Borrower. Providing the requested information is voluntary. However, failure to furnish the requested information will result in a determination of ineligibility to participate in and receive benefits under a CCC loan program.</p> <p>This information collection is exempted from the Paperwork Reduction Act as specified in the Agricultural Act of 2014 (Pub. L. 113-79, Title I, Subtitle F, Administration). The provisions of appropriate criminal and civil fraud, privacy, and other statutes may be applicable to the information provided. RETURN THIS COMPLETED FORM TO YOUR COUNTY FSA OFFICE.</p>						
Name & Mailing Address of Contact Producer PRODUCER NAME				St. & Co. Codes & Farm No. Where Produced		
WONDO, TX 5583				48-325-0007134, 48-325-0007135		
Loan No.:	20003	Documents Received:	05/14/2015	Total Loan Amount:	\$ 596.14	
Crop Year:	2016	Disbursement Date:	05/15/2015			
Commodity:	CORN	Maturity Date:	02/29/2016	Marketing Assessments:	\$ 2.79	
Class:	WC	Interest Rate:	1.2500 %	Service Fee:	\$ 2.98	
		Total Loan Quantity:	278.57	TOTAL DISBURSEMENT AMOUNT:	\$ 590.37	
A. RECEIPT NUMBER	B. RECEIPT ISSUE DATE	C. STORAGE PAID THROUGH DATE	D. NET WEIGHT	E. NET LOAN QUANTITY	F. LOAN RATE	G. LOAN AMOUNT
1501	04/01/2015	01/31/2016	5,600.00	100.00	\$ 2.1400	\$ 214.00
1502	04/01/2015	01/31/2016	10,000.00	178.57	\$ 2.1400	\$ 382.14
H. PRODUCER				I. PRODUCER SHARE		
PRODUCER NAME				1.0000		
J. Loan Disbursement Percentage				1.0000		
<p>The terms and conditions of the Note and Security Agreement are set forth in this Form CCC-678 ("Note") and Form CCC-601, "Commodity Credit Corporation Note and Security Agreement Terms and Conditions," Form CCC-677A (for sugar only), and any appendix or addendum to these forms. By signing this Form CCC-678 each producer agrees to all terms and conditions specified in these forms and acknowledges receipt of Form CCC-601 and any appendix or addendum thereto. By signing this form, the producer agrees that: (1) the interest rate applicable to the loan will be determined in accordance with 7 CFR Part 1405 and will be the rate of interest charged by the U.S. Treasury for funds borrowed by CCC, plus 1 percent, on the date the loan proceeds are disbursed to each producer, and (2) the maturity date of the loan for all commodities shall be the last day of the 9th month following the month in which such loan proceeds are disbursed. Notwithstanding the foregoing provision, the producer agrees that if the commodity pledged as collateral for this loan is a commodity which had been previously pledged as collateral for a CCC loan that the maturity date of this loan will be the maturity date of such initial loan. The loan disbursement date, actual interest rate and maturity date for the loan may be obtained at the County FSA office listed below. CCC may at any time accelerate the maturity date of this loan upon demand of payment.</p> <p>The producer hereby sells, assigns, and mortgages, to CCC as collateral for the payment of this Note all of the commodity described in this Note, together with all authorized replacements, substitutions, additions, and accessions thereto, which is stored in the warehouse specified in this Note.</p>						
Are you or any co-applicant delinquent on any Federal non tax debt? (If YES, attach details to this form) <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO						
SIGNATURE (By)			TITLE/RELATIONSHIP OF THE INDIVIDUAL IF SIGNING IN A REPRESENTATIVE CAPACITY		DATE (MM-DD-YYYY)	
PRODUCER NAME					05/14/2015	

Note: A continuation page with form and page number will be printed, as applicable.

Example of Canceled CCC-677

Following is an example of a canceled CCC-677.

A.					B.					C.					D.					E.				
SEAL NUMBER					MORTGAGED QUANTITY					LOAN RATE					LOAN QUANTITY					LOAN AMOUNT				
1					1,000.00					\$ 3.1500					1,000.00					\$ 3,150.00				
2					2,000.00					\$ 3.1500					2,000.00					\$ 6,300.00				
F.										G.														
PRODUCER										PRODUCER SHARE														
WHITE, DEBORAH A										1.0000														
H. Loan Disbursement Percentage										1.0000														
<p>The terms and conditions of the Note and Security Agreement are set forth in this Form CCC-677 ("Note") and Form CCC-801, "Commodity Credit Corporation Note and Security Agreement Terms and Conditions," Form CCC-677A (for sugar only), and any appendix or addendum to these forms. By signing this Form CCC-677 each producer agrees to all terms and conditions specified in these forms and acknowledges receipt of Form CCC-801 and any appendix or addendum thereto. By signing this form, the producer agrees that: (1) the interest rate applicable to the loan will be determined in accordance with 7 CFR Part 1405 and will be the rate of interest charged by the U.S. Treasury for funds borrowed by CCC, plus 1 percent, on the date the loan proceeds are disbursed to each producer, and (2) the maturity date of the loan for all commodities shall be the last day of the 9th month following the month in which such loan proceeds are disbursed. Notwithstanding the foregoing provision, the producer agrees that if the commodity pledged as collateral for this loan is a commodity which had been previously pledged as collateral for a CCC loan that the maturity date of this loan will be the maturity date of such initial loan. The loan disbursement date, actual interest rate and maturity date for the loan may be obtained at the County FSA office listed below. CCC may at any time accelerate the maturity date of this loan upon demand of payment.</p> <p>The producer hereby sells, assigns, and mortgages, to CCC as collateral for the payment of this Note all of the commodity described in this Note, together with all authorized replacements, substitutions, additions, and accessions thereto, which is stored in the bins or storage structures specified in this Note (even though a larger quantity than the quantity shown in the item above entitled "Total Loan Quantity" is stored in such structure).</p>																								
Are you or any co-applicant delinquent on any Federal non tax debt? (If YES, attach details to this form) <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO																								
SIGNATURE (By)										TITLE/RELATIONSHIP OF THE INDIVIDUAL IF SIGNING IN A REPRESENTATIVE CAPACITY										DATE (MM-DD-YYYY)				
DEBORAH A WHITE																				05/07/2015				
APPROVED FOR CCC BY										DATE(MM-DD-YYYY)					Name and Address of County FSA Office									
Mr. John CED										04/09/2015					MEDINA COUNTY FARM SERVICE AGENCY									
SECOND PARTY REVIEW										DATE(MM-DD-YYYY)					HONDO, TX 78861-0000									
DONALD KOENIG										04/08/2015					(830) 426-2013 x2									

NRRS Statuses

This table provides descriptions of NRRS statuses.

Status	Description
Active Verified	<p>Remittance is being activated. Deletion of the remittance is not allowed. However, deletion of the internal receipt or external receipt is allowed.</p> <p>Deletion of internal receipt functionality is only available to national users. Contact help desk or submit a remedy ticket online for this request.</p>
In Process	<p>Remittance is in the process of being put on a schedule by another user. Deletion of remittance and internal/external receipt is prohibited. Do either of the following:</p> <ul style="list-style-type: none"> • contact the other user who is preparing the schedule (if known), and request to cancel the schedule preparing process which will change the remittance status to “Unscheduled” • wait after the prepared schedule process is complete which will change the remittance status to “Scheduled” and delete the prepared schedule according to 64-FI, subparagraph 42 C.
Scheduled	<p>Remittance is on a prepared schedule. Deletion of remittance and internal/external receipt is prohibited.</p> <p>Follow instruction from 64-FI, subparagraph 42 C to delete the associate prepared schedule.</p>
Unscheduled	<p>Remittance is not on a schedule. Deletion of remittance and internal/external receipt is allowed.</p>
Verified	<p>Remittance is being verified on a verified schedule. Deletion of remittance and internal/external receipt is prohibited.</p> <p>Follow instructions from 64-FI, subparagraph 44 B for activating remittance.</p>

