

For: Cotton State and County Offices

Census of Cotton Clerks

Approved by: Acting Deputy Administrator, Farm Programs



1 Overview

A Background

CCC approves persons to operate as cotton clerks to assist producers in preparing loan and loan deficiency payment documents. These persons execute CCC-810 and are provided annual training.

B Purpose

This notice requests that State Price Support Specialists submit a list of cotton clerks that currently operate in their State to PSD.

C Contact

For questions or information about this notice, State Offices shall contact Gene Rosera, PSD, by either of the following:

- e-mail at gene.rosera@wdc.usda.gov
- telephone at 202-720-8481.

Disposal Date	Distribution
June 1, 2009	Cotton State Offices; State Offices relay to applicable County Offices

Notice CN-1038

2 Census of Cotton Clerks

A Information Requested

State Price Support Specialists are requested to poll their County Offices to obtain the following information for each cotton clerk. Omit any clerks that operated for crop year 2008 that are known to **not** operate for the crop year 2009. Provide a list that includes the following:

- name of each clerk's employer **or**, if employer's name is **not** available, name of clerk
- city and State where the clerk's office is located.

Submit this list by e-mail to gene.rosera@wdc.usda.gov.

B Format for Report

The County Office level lists are to be:

- combined into 1 report for the State
- submitted to PSD either as a Word or Excel document.

C Submission Instructions

PSD is requesting that Cotton State Offices submit the report of cotton clerks to PSD no later than COB April 30, 2009. **Cotton State Offices shall submit negative reports as applicable.**

D Availability of Results

PSD will combine all Cotton State Office reports into 1 list and provide that list to all cotton State Price Support Specialists.

This information collection has been coordinated through the FSA Privacy Act Officer.