

For: State and County Offices

**Loading FSA-578D's Taken From Producers Not on a Farm**

Approved by: Acting Deputy Administrator, Farm Programs



**1 Overview**

**A**

**Background**

In some instances, manual FSA-578D's were taken from a producer regardless of whether the producer was on a farm. County Offices are now loading the manual FSA-578D's because 4 years of acreage history are needed. During this process, County Offices discovered that the manual FSA-578D's could not be loaded for a producer who is not on a farm.

**B**

**Purpose**

This notice provides County Offices with procedure for loading manual FSA-578D's taken from a producer who was not on a farm.

**Note:** This procedure also applies to new FSA-578's taken for acreage history purposes.

<p><b>Disposal Date</b></p> <p>December 1, 2002</p>	<p><b>Distribution</b></p> <p>State Offices; State Offices relay to County Offices</p>
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## Notice PF-183

### 2 Loading FSA-578D's

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#### A

##### **1998 and 1999 FSA-578D's**

For 1998 and 1999, load FSA-578D's according to procedure in 2-CP, paragraphs 63 through 84, using the owner of record in the year for which the FSA-578D was completed. **Do not** reactivate an inactive producer. If the owner of record is no longer active in the Name and Address File, use an "other" producer who was on the farm at that time.

Counties shall keep a list of FSN's that were loaded according to this paragraph.

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#### B

##### **2000 and 2001 FSA-578D's**

Existing procedure allows County Offices to add a producer to a 2000 and/or 2001 farm. Refer to 3-CM, Part 9 for instructions on adding a producer to the previous year farm as an "other" producer.

**Note:** The system will only allow the producer to be added as an "other" producer for a previous year.

After the producer is added to the farm as an "other" producer, the County Office shall load FSA-578D according to procedure in 2-CP, paragraphs 63 through 84.

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