

For: Burley State and County Offices

Burley Tobacco Marketing Card Orders

Approved by: Acting Deputy Administrator, Farm Programs

Liam Sharp

1 Overview

A

Background

10-TB SCOAP provides instructions for County Offices to queue and transmit the initial and additional marketing card orders. A software problem has been identified and corrective software was downloaded to County Offices on August 10, 2001. This corrective software will reset the County Office records so that the initial marketing card order can be queued for transmission to the State Office. Additional marketing card orders may be submitted following a successful transmission of the initial marketing card order.

B

Purpose

This notice provides instructions for reordering initial marketing cards.

Disposal Date December 1, 2001	Distribution Burley State Offices; State Offices relay to applicable County Offices
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Notice TB-1012

2 Action

A

County Office Action

County Offices shall, not later than August 17, 2001:

- follow instructions in Burley Tobacco Bulletin No. 44
 - queue and transmit the initial marketing card order
 - begin submitting additional marketing card orders the day after submitting the initial order.
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B

State Office Action

State Offices shall:

- ensure that County Offices submit the initial marketing card order not later than August 17, 2001
 - transmit orders to KCFO not later than August 20, 2001.
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