

For: Tobacco State and County Offices

**Tobacco Transition Payment Program (TTPP) Contract Transfers Because of Death**

Approved by: Deputy Administrator, Farm Programs



**1 Overview**

**A Background**

Notices TB-1182 and TB-1193 provided instructions for handling TTPP contract transfers because of death of the TTPP contract holder. CCC-971 is used to document what has occurred. The right to receive contract payments because of death of the contract holder is provided for by statute.

Questions have been raised about required evidence of authority needed for an individual to sign CCC-971, item 19 for the deceased person.

**B Purpose**

This notice provides guidance for handling contract transfer requests because of death.

**2 Determining Contract Rights After Death**

**A Surviving Spouse**

If there is a surviving spouse, then that spouse will be allowed to sign a new contract for payment without regard to any will or other document prepared by the deceased TTPP contract holder.

The surviving spouse will need to:

- provide a copy of the death certificate
- file CCC-971 and sign item 19A.

<b>Disposal Date</b>	<b>Distribution</b>
October 1, 2007	Tobacco State Offices; State Offices relay to applicable County Offices

**Notice TB-1226**

**2 Determining Contract Rights After Death (Continued)**

**A No Surviving Spouse**

If there is no surviving spouse, then the executor, administrator, or person allowed under State law to distribute the assets of the deceased TTPP contract holder will need to:

- provide a copy of the death certificate
- provide evidence of authority to sign for the deceased individual according to 1-CM, paragraphs 707 and 713
- sign CCC-971, item 19A.

**Notes:** CCC-971 shall be signed by the authorized representative, indicating the relationship or capacity to the deceased individual.

Example:

<b>Deceased Person's Name or Name Printed on Document</b>	<b>Authorized Representative's Acceptable Signature</b>
Jane S. Doe	By, James Smith, Executor

**3 Action**

**A County Office Action**

County Offices shall:

- accept transfer requests submitted on CCC-971 with supporting documentation
- review supporting documentation, approve the transfer, and process through “Contract Maintenance”.

**Note:** If there is a death of a TTPP contract holder between November 1 and payment disbursement, then the deadline for filing CCC-971 may be waived as part of the resolution.

**B State Office Action**

State Offices shall ensure that County Offices follow the provisions of this notice.