

For: Tobacco State and County Offices

Instructions for Processing Tobacco Transition Payment Program (TTPP) CCC-971 Requests

Approved by: Deputy Administrator, Farm Programs



1 Overview

A Background

Notice TB-1239, subparagraph 3 B incorrectly stated error descriptions for CCC-971 transfer reasons and contract statuses. Subparagraph 3 B of this notice has been updated to correct these descriptions.

The following errors have occurred when entering CCC-971's according to Notice TB-1239, subparagraph 3 C:

- failure to cancel an incorrect payment on the original CCC-955/CCC-956 has resulted in the beneficiary's CCC-955/CCC-956 being created with **not** enough years
- failure to validate base quota level (BQL) due each beneficiary has resulted in the beneficiary's CCC-955/CCC-956 BQL being incorrect.

The instructions in subparagraph 3 C of this notice have been updated to:

- emphasize that the user **must** validate the number of years and BQL for the original CCC-955/CCC-956 **before** completing CCC-971
- emphasize that the user **must** validate that the number of payments made for the original CCC-955/CCC-956 are correct **before** completing CCC-971
- provide instructions for processing a CCC-971 to an estate when the transfer reason is "Reason of Death" and the estate has been assigned a Federal employer number; see 1-CM for establishing an estate in the Service Center Information Management System (SCIMS).

Users shall review this notice carefully to ensure that CCC-955/CCC-956's are processed correctly.

Note: Notice TB-1224 provides instructions for completing and maintaining all required CCC-971 documentation.

Disposal Date July 1, 2008	Distribution Tobacco State Offices; State Offices relay to applicable County Offices
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Notice TB-1249

1 Overview (Continued)

B Purpose

This notice provides instructions for processing online CCC-971's.

2 Action

A County Office Action

County Office shall:

- follow internal controls and procedures to reasonably ensure that CCC-971 requests are valid and sufficiently supported to prevent improper CCC-955/CCC-956 payments
- require CCC-971 to be filed no later than November 1 of FY to be eligible for the current FY payment for transfer reasons "Family Member Transfer" or "Permanent Quota Assignment"
- require CCC-971 to be filed no later than September 30th of FY to be eligible for the current FY payment for transfer reasons "Dissolved Entity" or "Reason Of Death"
- become familiar with TTPP enhancements for CCC-971's
- ensure that:
 - all name and address information is complete
 - all taxpayer ID numbers (TIN's) are accurate
 - the SCIMS record for CCC-955/CCC-956 owner is correct
 - the original CCC-955/CCC-956 BQL is correct (verify against filed paperwork)
 - the number of payments remaining on CCC-955/CCC-956 to be transferred is correct
 - there are no signed payments that should be rescinded **before** transferring CCC-955/CCC-956
 - the total transferred BQL equals CCC-955/CCC-956 BQL
 - all contracts with CCC-971's **not** processed are placed into in-dispute (DI) status.

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2 Action (Continued)

B State Office Action

State Offices shall:

- become familiar with TTPP enhancements for CCC-971's
- contact Michele Corcoran, National Tobacco Processing Center (NTPC) representative at 800-673-2331 with questions
- ensure that County Offices follow the provisions of this notice.

3 CCC-971 Transfer Software

A TTPP System Validation

TTPP has a number of automated validation checks built into the CCC-971 process **before** the transfer will be allowed. TTPP will validate:

- that transferring CCC-955/CCC-956 status is either of the following:
 - approved (AP)
 - in-dispute (DI)
- that SCIMS for transferor's and transferee's TIN is:
 - present
 - active
 - present and active for the given State and county
- financial eligibility; validation checks will **not** allow:
 - assignments against CCC-955/CCC-956
 - receivables against the CCC-955/CCC-956 owner
 - claims against the CCC-955/CCC-956 owner
 - other agency debt against the CCC-955/CCC-956 owner
 - bankruptcy flag to be set on the CCC-955/CCC-956 owner
- payments for:
 - the number remaining
 - any missing
 - discrepancies.

Notice TB-1249

3 CCC-971 Transfer Software (Continued)

B CCC-971 Transfer Process

This is an example of the TTPP Homepage. Under Links, CLICK “Contract Maintenance”.

The screenshot shows the TTPP Homepage. At the top left is the USDA logo and the text "United States Department of Agriculture". The main title is "Tobacco Transition Payment Program". Below the title is a navigation bar with links: "TTPP Home", "About FSA", "Help", "Contact Us", and "Logout". On the left side, there is a "Links" menu with the following items: "Section 508", "Accessibility", "Manage Farm (Quota Holder)", "Quota Holder Data", "Producer Data", "Manage contract payment", "Prompt Pay Interest", "Contract Maintenance" (highlighted in blue), and "Reports". The main content area has a blue header "Tobacco Transition Payment Program Homepage". The text below reads: "On October 22, 2004, The President signed the American Jobs Creation Act of 2004, (Pub. L. 108-357) which includes the Fair and Equitable Tobacco Reform, commonly referred to as the tobacco buyout. Under this legislation, payments are made to tobacco quota holders and producers. This legislation also ends all aspects of the Federal tobacco marketing quota and price support loan programs effective with the 2005 crop." At the bottom, it says "Please select Link to continue".

This is an example of the Contract Maintenance Screen. CLICK “CCC-971 Transfer” to begin the CCC-971 process.

The screenshot shows the TTPP Contract Maintenance Screen. It has the same header and navigation bar as the homepage. The "Links" menu is on the left. The main content area has a blue header "Contract Maintenance". Below the header, it says "Select one of the actions for contract maintenance:". There are four links listed: "CCC-971 Transfer" (in red), "BQL Correction" (in blue), "BQL Correction on Pending Contract" (in blue), and "Tax ID Correction" (in purple).

This is an example of the CCC-971 Transfer Screen. Enter the CCC-955/CCC-956 number to be transferred, select the transfer reason, and CLICK “Submit”. TTPP will evaluate the CCC-955/CCC-956 and CCC-955/CCC-956 owner to determine whether CCC-971 can be processed for the existing CCC-955/CCC-956.

The screenshot shows the TTPP CCC-971 Transfer Screen. It has the same header and navigation bar. The "Links" menu is on the left. The main content area has a blue header "CCC-971 Transfer". Below the header, there are two input fields: "Contract No." with the value "9999999999" and "Transfer Reason" with a dropdown menu. The dropdown menu is open, showing the following options: "Reason of Death", "Family Member Transfer", "Reason of Death" (highlighted in blue), "Permanent Quota Assignment", and "Dissolved Entity".

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3 CCC-971 Transfer Software (Continued)

B CCC-971 Transfer Process (Continued)

County Offices shall ensure that the CCC-955/CCC-956 number and transfer reason are correct **before** clicking “Submit”.

Note: Transfer reasons and error messages that may be displayed are detailed in this subparagraph.

The following table provides a description of each transfer reason.

Transfer Reason	Description
Family Member Transfer	CCC-955/CCC-956 can be transferred to a family member. A family member means a parent; grandparent or other direct lineal ancestor; child or other direct lineal descendent; spouse; or sibling of a tobacco quota holder or tobacco producer.
Reason of Death	<p>CCC-955/CCC-956 can be transferred to the surviving spouse upon presentation of a death certificate, without regard to any will or other document by CCC-955/CCC-956 holder.</p> <p>If there is no surviving spouse, CCC-955/CCC-956 can be transferred to the estate by any person allowed under State law to distribute the assets of the deceased CCC-955/CCC-956 holder. Evidence of such authority includes documents such as a copy of the court order identifying the person to act on behalf of the estate or a statement from the county attorney for the county in which the deceased person resided giving the person authority to act on behalf of the estate.</p> <p>Note: If the transfer reason is “Reason of Death” and the beneficiary is an estate, the estate must exist in SCIMS with a Federal employer number or the CCC-955/CCC-956 holder’s TIN (see 1-CM for establishing an estate in SCIMS).</p>
Permanent Quota Assignment	CCC-955/CCC-956 can be transferred to a party who had purchased a tobacco marketing quota before October 22, 2004, and had placed the quota on the CCC-955/CCC-956 holder’s farm with their consent before October 22, 2004, according to 7 CFR Part 723.216.
Dissolved Entity	<p>CCC-955/CCC-956 can be transferred to the members of the entity if the entity is dissolved. In the case of an entity dissolved after enrollment, the members will be considered the CCC-955/CCC-956 holders for future year payments. BQL under CCC-955/CCC-956 should be divided among the members based on each member’s share of the entity at the time of dissolution. All parties must sign new CCC-955/CCC-956’s.</p> <p>When an estate is settled and CCC-955/CCC-956 is to be divided among the beneficiaries, the transfer reason should be “Dissolved Entity.”</p>

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3 CCC-971 Transfer Software (Continued)

B CCC-971 Transfer Process (Continued)

This table lists all error messages and a description of the error that may be displayed when users enter a CCC-955/CCC-956 number, select a transfer reason, and CLICK “**Submit**” on the CCC-971 Transfer Screen.

Note: The contract family is defined as the original CCC-955/CCC-956 and all subsequent CCC-955/CCC-956’s created as a result of CCC-955/CCC-956 maintenance actions taken on the original CCC-955/CCC-956 and any resulting CCC-955/CCC-956.

Error Message	Description
Valid Contract # is required.	CCC-955/CCC-956 number entered does not exist in TTPP.
If the Transfer Reason is Dissolved Entity, the contract owner must not be an individual.	CCC-955/CCC-956 owner is not an entity.
If the Transfer Reason is Reason of Death, the contract owner must not be an entity.	CCC-955/CCC-956 owner is not an individual.
No contract data found for Contract Number 999999999.	CCC-955/CCC-956 number cannot be found in TTPP.
This contract has been sold. The contract must be in Approved or In Dispute Status to perform a 971 transfer.	CCC-955/CCC-956 status is sold.
Contract is not in Approved or In Dispute Status. The contract must be in either approved or In Dispute status to perform a 971 Transfer.	CCC-955/CCC-956 status is not approved (AP) or in-dispute (DI).
Invalid Annual Installments on Contract.	CCC-971 transfer will not be allowed on a CCC-955/CCC-956 with fewer installments than there are years remaining in the program.
Contract Owner not found in SCIMS.	SCIMS record does not exist for the CCC-955/CCC-956 owner.
Contract Owner is Inactive in SCIMS.	CCC-955/CCC-956 owner’s record in SCIMS is inactive.
No address found in SCIMS for state and county of the contract.	CCC-955/CCC-956 owner does not have a record in SCIMS for CCC-955/CCC-956 State and county or the county link is inactive.
Current Tax ID *****9999 in SCIMS does not match the Tax ID *****9999 on the Contract.	CCC-955/CCC-956 owner’s TIN in SCIMS does not match TIN on CCC-955/CCC-956 in TTPP.
Contract Owner Tax ID *****9999 has an Assignment on the Contract.	An assignment has been entered in Financial Services for CCC-955/CCC-956.

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3 CCC-971 Transfer Software (Continued)

B CCC-971 Transfer Process (Continued)

Error Message	Description
Contract Owner Tax ID *****9999 has a Receivable.	Receivable has been entered in Financial Services for the CCC-955/CCC-956 owner.
Contract Owner Tax ID *****9999 has a Claim.	Claim has been entered in Financial Services for the CCC-955/CCC-956 owner.
Contract Owner Tax ID *****9999 has a Other Agency Debt.	An other agency debt has been entered in Financial Services for the CCC-955/CCC-956 owner.
Contract Owner Tax ID *****9999 has the Bankruptcy flag set.	Bankruptcy has been entered in Financial Services for the CCC-955/CCC-956 owner.
Entity Member Tax ID *****9999 has an Assignment on the Contract.	Assignment has been entered in Financial Services for a member of the entity that owns CCC-955/CCC-956.
Entity Member Tax ID *****9999 has a Receivable.	Receivable has been entered in Financial Services for a member of the entity that owns CCC-955/CCC-956.
Entity Member Tax ID *****9999 has a Claim.	Claim has been entered in Financial Services for a member of the entity that owns CCC-955/CCC-956.
Entity Member Tax ID *****9999 has a Other Agency Debt.	An other agency debt has been entered in Financial Services for a member of the entity that owns CCC-955/CCC-956.
Entity Member Tax ID *****9999 has the Bankruptcy flag set.	Bankruptcy has been entered in Financial Services for a member of the entity that owns CCC-955/CCC-956.
Contract is not fully paid in Year YYYY.	CCC-955/CCC-956 family has been paid in the year, but has not been paid in full.
Contract requires payment in Year YYYY.	CCC-955/CCC-956 family has not been paid any amount for the year indicated.
10 Year Contracts require at least 1 payment if the 971 Reason is not Death of Existing Contract Holder.	No payments have been made to the CCC-955/CCC-956 family, CCC-955/CCC-956 is for 10 years, and the transfer reason is not "Death of Existing Contract Holder".
Contract has a payment discrepancy in Year YYYY based on the Contract Owner's Subsidiary Eligibility.	In a given year, the payment amount percentage to the CCC-955/CCC-956 family does not equal the percent eligible based on subsidiary eligibility (such as all members are not eligible; if paid 40 percent of annual value then 40 percent of member ownership must be eligible) for that year. The error message will be displayed for each year there is a payment discrepancy.
Contract Owner has a Subsidiary Eligibility violation in YYYY and 971 reason is not Death of Existing Contract Holder.	CCC-955/CCC-956 family is not fully paid in the year, the CCC-971 transfer reason is not "Death of Existing Contract Holder", and the CCC-955/CCC-956 owner has a subsidiary eligibility violation in that year.
10 Year Contracts require at least 1 payment if the 971 Reason is not Death of Existing Contract Holder and the Contract Owner passes Subsidiary Eligibility.	No payments have been made to CCC-955/CCC-956, CCC-955/CCC-956 is for 10 years, the transfer reason is not "Death of Existing Contract Holder", and the CCC-955/CCC-956 owner passes full subsidiary eligibility for 2005.

3 CCC-971 Transfer Software (Continued)

C CCC-971 Transfer Process - Add Beneficiary

This is an example of the Process CCC-971 Transfer Screen. On this screen, County Offices will add CCC-971 beneficiary information. County Offices will add new CCC-955/CCC-956 entity TIN's and BQL shares, 1 entity at a time, until all resulting CCC-955/CCC-956 beneficiaries have been added. As beneficiary information is added, it will appear in the CCC-955/CCC-956 summary table at the bottom of the screen.

Links
 Section 508
 Accessibility
 Manage Farm (Quota Holder)
 Quota Holder Data
 Producer Data
 Manage contract payment
 Prompt Pay Interest
 Contract Maintenance
 Reports

Process CCC-971 Transfer
 Contract Number 999999999999
 Customer Name JAMES H DOE
 Contract Type CCC-955
 Contract Status AP
 Tax ID/Type *****9995/S
 Annual Installments 10
 Total Contract BQL 587
 Remaining BQL 0

Add Beneficiary
 Tax id
 Tax id type Social Security
 BQL
 Search Customer From SCIMS

Name	Tax ID/Type	BQL	Value	
JOHN J DOE	*****9991/S	200	\$1,400.00	Edit Delete
JANE H DOE	*****9992/S	300	\$2,100.00	Edit Delete
JOSEPH H DOE	*****9994/S	87	\$609.00	Edit Delete
Total		587	\$4,109.00	

Before clicking “Transfer Contract” the County Offices shall **ensure** that:

- the “**Annual Installments**” of CCC-955/CCC-956 being transferred are correct
- the total transferred BQL equals the original CCC-955/CCC-956 BQL
- the Name, Tax ID/Type, BQL, and Value fields are correct for **each** beneficiary according to CCC-971 documentation.

Note: If a CCC-955/CCC-956 payment has been returned, it **must** be cancelled **before** entering CCC-971. If any incorrect outstanding payments are **not** cancelled, the resulting CCC-955/CCC-956’s will be for the **incorrect** number of years.

County Offices will have the ability to edit or delete beneficiary detail until the user clicks “Transfer Contract” and TTPP is updated. TTPP will determine whether the beneficiary and BQL information entered is complete and accurate based on TTPP requirements. TTPP will return an error message if the total BQL is **not** equal to the original CCC-955/CCC-956 BQL.

If the CCC-955/CCC-956 owner is a joint venture or general partnership and the transfer reason is “Dissolved Entity” the beneficiary information displayed will default to the ownership percentage defined for the entity in adjusted gross income (AGI) (see subparagraph 3 D).

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3 CCC-971 Transfer Software (Continued)

C CCC-971 Transfer Process - Add Beneficiary (Continued)

This table lists all error messages and a description of the error that may be displayed when users select CCC-955/CCC-956 and CLICK “**Transfer Contract**” on the Process CCC-971 Transfer Screen for beneficiary information.

Error Message	Description
No customer was found in SCIMS for the given tax ID and ID type.	SCIMS record does not exist for the beneficiary.
Tax ID and type of new contract must come from the same State and county of the original contract.	Beneficiary does not have a record in SCIMS for State and county of CCC-955/CCC-956 or the address link is inactive.
Beneficiary already exists in beneficiary list.	Beneficiary has already been added and cannot be added again.
Valid tax ID needed.	The tax ID entered does not exist in SCIMS.
Valid BQL value is needed.	BQL for the beneficiary has not been entered.
BQL values can't be negative.	BQL entered for the beneficiary is a negative amount.
Remaining BQL is less than 0, please correct beneficiaries BQL value.	Total BQL entered to be transferred is greater than the remaining BQL.
No beneficiaries are defined, contract can't be transferred.	No beneficiaries have been entered.
Can't create more than 1 new 971 contracts on the same existing contract owner.	The same beneficiary has been entered more than once.
Transfer BQL can not be less than 0.	Total BQL to be transferred cannot be negative.
Does not sum to original BQL.	The sum of all BQL entered for the beneficiaries does not equal CCC-955/CCC-956 BQL being transferred.
Cannot perform 971 to same tax ID if tax ID type not “S”.	Only 1 beneficiary was entered, the beneficiary has the same tax ID as the contract holder and the tax ID type of the contract holder is not “S”.
Transfer to same tax ID can only be done to estate; SCIMS does not have Bus type as 06 (Estate).	The single beneficiary entered has the same tax ID as the contract holder, but does not have a SCIMS business type of 06 (Estate).
Requested transfer is to different SCIMS record, but same tax ID; if same person merge SCIMS records; if not, follow SCIMS policy to correct duplicate SSN situations.	There are 2 SCIMS records with the same tax ID. The potential duplicate records must be resolved before completing the transfer.
Transfer to estate with same tax ID is only allowed for reason of death.	Transfer to an estate with the same tax ID can only be completed if the transfer reason is “Reason of Death”.

3 CCC-971 Transfer Software (Continued)

D CCC-971 Transfer Process – Estate

This is an example of the Process CCC-971 Transfer Screen when only 1 beneficiary was entered in the Add Beneficiary Screen and the beneficiary had the same tax ID as the contract holder. On this screen, County Offices **must** review the message and confirm there is **not** a surviving spouse.

IF...	THEN the...
there is a surviving spouse	user must CLICK “Yes.” The message, “ Contract cannot be transferred to estate if surviving spouse exists ” will be displayed; the transfer will be cancelled and the CCC-971 Transfer Screen will be displayed
users CLICK “Cancel”	transfer will be cancelled and the user will be returned to the CCC-971 Transfer Screen.
users CLICK “No”	Process CCC-971 Transfer Dissolved Entity Screen will be displayed for the user to confirm the transfer.

Links

- Section 508
- Accessibility
- Manage Farm (Quota Holder)
- Quota Holder Data
- Producer Data
- Manage contract payment
- Prompt Pay Interest
- Contract Maintenance Reports

Process CCC-971 Transfer - Estate

Contract Number	99999999111
Customer Name	JERRY DOE
Contract Type	CCC-956
Contract Status	DI
Tax ID/Type	*****8888/S
Annual Installments	7
Total Contract BQL	22

Beneficiary Info			
Name	Tax ID/Type	Estate	BQL
JERRY DOE ESTATE	*****8888/E	100%	22

Requested 971 Transfer is assumed to be transfer to estate with name change only. Characteristics of transfer are:

- 100% of BQL transferred to new contract
- Name for contract is changed and will show as new name on all contracts owned by this person in TTPP screens. To transfer other contracts to the estate, follow same process as for the current transfer even though the name shows in the system as the estate

The following question must be answered:
Is there a surviving spouse?

3 CCC-971 Transfer Software (Continued)

E CCC-971 Transfer Process – Dissolved Entity Add Beneficiary

This is an example of the Process CCC-971 Transfer Screen when CCC-955/CCC-956 owner being transferred is a joint venture or general partnership and CCC-971 transfer reason is “Dissolved Entity”. The Beneficiary Info displayed will default to the ownership percentage defined for the entity in AGI. County Offices will only be able to increase or decrease the BQL amount for each beneficiary by 1 BQL. County Offices will **not** be able to edit any other beneficiary information. TPPP will be updated when the user clicks “Transfer Contract.” The user may cancel CCC-971 by clicking “Cancel”.

The screenshot shows the USDA Tobacco Transition Payment Program interface. At the top, it says "USDA United States Department of Agriculture" and "Tobacco Transition Payment Program". There is a navigation bar with links: "TPPP Home", "About FSA", "Help", "Contact Us", and "Logout". On the left, there is a "Links" menu with items like "Section 508 Accessibility", "Manage Farm (Quota Holder)", etc. The main content area is titled "Process CCC-971 Transfer Dissolved Entity" and contains the following contract details:

- Contract Number: 999999999990
- Customer Name: DOE FARMS
- Contract Type: CCC-956
- Contract Status: DI
- Tax ID/Type: *****9993/E
- Annual Installments: 9
- Total Contract BQL: 6548

Below the contract details is a table titled "Beneficiary Info":

Name	Tax ID/Type	Actual Share	BQL	New BQL
JANE DOE	*****9992/S	0.5	3274	<input type="text" value="3275"/>
JOHN DOE	*****9991/S	0.5	3274	<input type="text" value="3273"/>
TOTAL		1.0	6548	

At the bottom of the table, there are two buttons: "Transfer Contract" and "Cancel".

Note: If the user increases or decreases a beneficiary’s BQL by more than 1 the following message will be displayed, “Message: BQL value can only be adjusted by 1.”

Notice TB-1249

3 CCC-971 Transfer Software (Continued)

F Process CCC-971 Transferred Successfully Screen

This is an example of the Process CCC-971 Transferred Successfully Screen.

Note: The message “Contract has been successfully transferred and is in cancelled status. Resulting contracts are as follows:” will be displayed when total BQL equals the original CCC-955/CCC-956 BQL.

The screenshot shows the USDA Tobacco Transition Payment Program (TTPP) web interface. At the top left is the USDA logo and the text "United States Department of Agriculture". The main title is "Tobacco Transition Payment Program". Below the title is a navigation bar with links: "TTPP Home", "About FSA", "Help", "Contact Us", and "Logout". On the left side, there is a "Links" menu with the following items: "Section 508", "Accessibility", "Manage Farm (Quota Holder)", "Quota Holder Data", "Producer Data", "Manage contract payment", "Prompt Pay Interest", "Contract Maintenance", and "Reports". The main content area features a blue header with the text "Process CCC-971 Transferred Successfully". Below this header, a message states: "Contract has been successfully transferred and is in cancelled status. Resulting contracts are as follows:". A table follows, listing the resulting contracts.

Name	Tax Id/Type	BQL	Value	New Contract Number	New Contract Status
JANE DOE	*****9992/S	3275	\$3,275.00	999999999930	PE
JOHN DOE	*****9991/S	3273	\$3,273.00	999999999940	PE

County Offices shall print the individual CCC-955/CCC-956's and follow internal controls and procedures for obtaining all the appropriate signatures.

Notice TB-1249

3 CCC-971 Transfer Software (Continued)

G TTPP Contract Maintenance Report

This is an example of the TTPP Contract Maintenance Report. This report will show all resulting CCC-955/CCC-956's associated with the original CCC-955/CCC-956 number.

TTPP Contract Maintenance Report											
Form Number: CCC-956											
Producer Contracts											
Contract Number	Parent Contract Number	Producer Name	Tax ID / Type	Approval Date	Contract Status	Tobacco Type	Farm Number	Program Year	Base Quota Level	Contract Type	
999999999999		JAMES H DOE	*****9995/S	12-14-2006	Cancelled	Flue-Cured	0000284	2004	456	ORG	
									Contract Total BQL		456
Contract Number	Parent Contract Number	Producer Name	Tax ID / Type	Approval Date	Contract Status	Tobacco Type	Farm Number	Program Year	Base Quota Level	Contract Type	
999999999999	999999999999	JOHN H DOE	*****9991/S		Pending	Flue-Cured	0000284	2004	450	971	
									Contract Total BQL		450
Contract Number	Parent Contract Number	Producer Name	Tax ID / Type	Approval Date	Contract Status	Tobacco Type	Farm Number	Program Year	Base Quota Level	Contract Type	
999999999999	999999999999	JAKE H DOE	*****9992/S	12-19-2006	Approved	Flue-Cured	0000284	2004	6	971	
									Contract Total BQL		6

Notes: County Offices can find CCC-955/CCC-956 numbers resulting from CCC-971's through the reports link. When the reports page is displayed, select:

- "Search Reports by Name"
- in the "Report Name" drop-down box, CLICK "Contract Maintenance".

Enter either the original CCC-955/CCC-956 number or any of the new CCC-955/CCC-956 numbers and CLICK "View PDF Report". The report will list all CCC-955/CCC-956's related to the CCC-955/CCC-956 number entered.