



5810 - 62nd Street, Taber, Alberta T1G 1Y7

Advance Payments Program Application and Repayment Agreement for 2017/18

ELIGIBLE CROPS:

Barley	Triticale	Sunflower (Non-Oil)	Beans (Other Colored & Pinto)	Durum
Timothy Hay (Choice/Premium/Standard/Supreme)	Canola	Sunflower (Oil)	Chickpeas (Desi & Kabuli)	Wheat
Corn	Flax	Buckwheat	Fababeans	Wheat (Winter)
Oats	Ethiopian Mustard	Canary Seed	Lentils	Potatoes
Rye	Soybeans	Mustard	Peas (Dry)	Sugar Beets

The Advance Payments Program (APP) is a financial loan guarantee program made available to you through the Minister of Agriculture and Agri-Food Canada under the *Agricultural Marketing Programs Act (AMPA)*. It grants producers easier access to credit through cash advances, this means improved cash flow throughout the year and better opportunities for marketing their agricultural products.

The APP provides producers with a cash advance on the value of their agricultural products during a specified period. By improving their cash flow throughout the year, the APP through ASBG helps crop producers meet their financial obligations and benefit from the best market conditions.

Provided the producer meets all due dates and follows all Terms and Conditions of this application, this advance must be repaid as set forth in this agreement on or before September 30, 2018, failing which, the producer will be declared in default

FOR MORE INFORMATION ABOUT CASH ADVANCE PROGRAMS OFFERED THROUGH THE ALBERTA SUGAR BEET GROWERS, PLEASE CONTACT US AT (403) 223-1110 OR BY EMAILING OFFICE@ASBG.CA



Agriculture and
Agri-Food Canada

Agriculture et
Agroalimentaire Canada

IMPORTANT INFORMATION FOR PRODUCERS

➔ Please read before completing this application

Eligibility

Any individual producer, who is a Canadian citizen or a permanent resident of Canada and who has reached the age of majority in the province of operation, can apply. Corporations, cooperatives and partnerships are also eligible.

If you or any related producer has an outstanding default on a previous or current crop year advance with any APP administrator, you will be ineligible for an advance under the *Agricultural Marketing Programs Act (AMPA)*.

Advance Limits

Producers can qualify for up to a maximum of \$400,000 with the first \$100,000 interest free. The interest free provision and maximum advance is cumulative over all organizations under the Advance Payments Program.

The maximum cumulative advance that can be issued to an applicant, including current outstanding advances (2016) and eligible advances for 2017, can at no time exceed \$400,000.

Producer Payments

Electronic Funds Transfers to applicants will be issued less applicable application fees and withhold amounts.

Administration Fees

ASBG will charge a \$250.00 administration fee for application processing which is withheld from the first initial advance payment.

Interest Charges

Interest bearing advance accounts will have the interest added monthly and shown on their accounts. The interest rate, for the advance portion that will be interest bearing, is the RBC Prime Rate, calculated daily and compounded monthly.

Repayment

The amount producers must repay to ASBG is the total of the cash advance cheque(s), plus any interest, if owing. Repayments will first be applied to any default amounts outstanding, then be applied against any interest free portion of an advance, and last to any interest-bearing portion of the advance.

Producers are required to repay their advance as the commodity, for which the advance was taken, is sold. Repayment at the advance rate in effect at time of issuance is required within seven calendar days of receipt of payment or within 45 calendar days of delivery to a buyer, whichever is earlier. The full balance of the advance must be repaid no later than September 30, 2018. Review Section 3.0 of the *Repayment Agreement* for repayment options.

Proof of sale for repayments made directly by a producer to ASBG must be provided within 30 calendar days from the date of the repayment and no later than September 30, 2018. Repayments without proof of sale in excess of the greater of \$1,000 or 10% of the total amount of the advance will be charged an interest penalty at the RBC Prime Rate, as described in 3.0 of the *Repayment Agreement*.

Inspection, Verification & Right of Refusal

Each program year ASBG completes verification audits where fields are measured and valued in compliance with your loan to be sure of accuracy.

As administrator, ASBG reserves the right to refuse any applicant.

Default

The 2017/18 advance must be repaid on or before September 30, 2018. Failure to do so will result in the producer's account being declared in default. If an account is placed into default, the producer will be responsible to pay:

1. The outstanding amount of the advance;
2. Any interest charges on the outstanding advance calculated from the day the advance was issued until the advance is repaid; and
3. Costs incurred by the Administrator to recover the outstanding advance (a standard rate of 5% will be applied to the outstanding balance as of 45 calendar days after default), interest charges and applicable legal costs.

If the producer defaults during the current APP production period and subsequently repays the defaulted amount, in full, during the current production period, they will not be eligible to receive additional advance funds during the remainder of the current APP production period.

An ineligibility period of 12 months will be applied once a first time default for the producer has occurred and his default has not been repaid, in full, prior to the beginning of a new APP production period.

IMPORTANT DEADLINE INFORMATION FOR PRODUCERS



Please read dates before completing this application

The table below outlines important deadlines for subsequent applications, supporting documentation and account repayment. Producers who receive a cash advance under the APP are solely responsible for meeting all program deadlines. If you have asked a third party such as your crop insurance agency to submit any type of documentation to ASBG on your behalf, it is your responsibility to ensure that information is received in our office on time.

April 1, 2017	2017/18 Advances available
June 20, 2017	Last date to apply for Intended Seeded Pre-Harvest Advance
March 1, 2018	Last date to apply for 2017/18 Post-Harvest Advance
Sept 30, 2018	Last date to repay 2017/18 Advance

CHECK THE LIST...

→ ...and avoid costly delays in having your application processed in a timely manner.

Use this check list to ensure you've completed everything that is needed, including submitting all supporting documentation and signing all the appropriate forms.

If you have any questions regarding the application process, please don't hesitate to contact the ASBG office at (403) 223-1110 and we would be happy to assist you.

✓ when complete	Requirements	Page #	Instructions
<input type="checkbox"/>	Producer Information	6	If applying as a sole proprietor, fill in sections 1, 3, and 4. If applying as a Partnership, Corporation or Cooperative, fill in sections 2, 3, 4 and 5. If you have a business partner, spouse or other person who has your approval to contact ASBG about your account, include their full name as an authorized person in Section 1 or Section 2.
<input type="checkbox"/>	Certificate of Incorporation, Shareholder Ledger, Proof of Partnership	6	If applying as a partnership, corporation or cooperative, include a copy of proof of legal structure. Also include a Shareholder Ledger showing the number of shares held and a description of the owned and voting shares.
<input type="checkbox"/>	Direct Deposit or E-funds transfer Authorization Signature Required	6	If the applicant wishes to have funds deposited to their banking institution, they must sign this form and include a VOID cheque that includes an account number. All funds will be paid using direct deposit or electronic funds transfer.
<input type="checkbox"/>	Intended Seeded Acre Report Signature Required	N/A	Please provide your Intended Seeded Acre Report.
<input type="checkbox"/>	Confirmation of Valid Crop Insurance	N/A	Confirmation of the applicant's crop insurance coverage (Coverage Detail/Crop Proposal) for 2017/18 if using crop insurance as security. Must be provided.
<input type="checkbox"/>	Actual Seeded Pre-Harvest Advance Signature Required	N/A	Please provide a Seeded Acreage Report validated by crop insurance or to transfer Intended Seeded Pre-Harvest Advance to an Actual Seeded Pre-Harvest Advance, which may trigger a payment of the remaining advance requested.

✓ when complete	Requirements	Page #	Instructions
<input type="checkbox"/>	Confirmed Seeded Acreage Report Only Required After Seed is in Ground	N/A	Application for an Actual Seeded Pre-Harvest Advance must be accompanied by a confirmed Seeded Acreage Report validated by the applicant's crop insurance agency, if using crop insurance as security. Required for 100% advance payment.
<input type="checkbox"/>	Producer's Declaration Signature Required	7	First time applicants, or applicants whose corporate structure has changed must complete and sign this form.
<input type="checkbox"/>	Related Producers	8	If applying as a sole proprietor, complete this form.
<input type="checkbox"/>	ASBG Credit Reference Form Signature Required	9-10	All applicants must provide 3 trade references as well as a bank reference. Must sign off on the authority to do credit check.
<input type="checkbox"/>	Loan Amount on Advance Crops	11	Provide the amount of you would like your advance for as well as check off the commodity groups you are taking the advance on.

→ Email, fax or mail your completed application to:

→ For questions or inquiries:

Alberta Sugar Beet Growers
5810 – 62 Street
Taber, Alberta T1G 1Y7
Fax: 1-888-309-7839
Email applications to: office@asbg.ca

Phone: (403) 223-1110
General Inquiries: office@asbg.ca
Web site: www.asbg.ca

PRODUCER INFORMATION

Please complete and return this form

THE APPLICANT MUST HAVE OWNERSHIP OF THE AGRICULTURAL PRODUCT BEING APPLIED ON IN THIS ADVANCE.

1. Sole Proprietors:

Full Legal Name of Individual, as on Birth Certificate (First name, Middlenames, Surname)	Birthdate (MM/DD/YYYY)	APP ID #
Full Legal Name of person(s) authorized to exchange account information		Relationship

2. Partnerships, Corporations or Cooperatives:

Legal Name of Partnership, Corporation or Cooperative	APP ID #
Full Legal Name of person(s) authorized to exchange account information	Relationship

3. Address:

Street/Box #	City/Town	Province	Postal Code
Home Residence: (Section, Township, Range, Street)	Home Telephone #	Alternate Phone #	Email Address

4. Security of Advance:

Production Insurance ID #	Year
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5. Please check one of the following statements:

- ☐ a) For the purpose of applying as an individual producer, I am not required by the *Income Tax Act* to report income from other farming operations or other corporations carrying on a farm business, other than the one named in this Application or;
- ☐ b) Enclosed is a list and percentages of shares, of all other farming operations and corporations carrying on farm operations in which I have an interest.

Mandatory – check either Agree or Disagree to the following:

☐ Agree ☐ Disagree

I/We are declaring that I/We have not recently filed a notice of intention to make a proposal OR made a proposal under the *Bankruptcy and Insolvency Act*, are subject to receiving order under that Act, are bankrupt or are seeking protection under any other insolvency or bankruptcy related statute such as the *Companies' Creditors Arrangement Act* and the *Farm Debt Mediation Act*.

DIRECT DEPOSIT AUTHORIZATION

If you wish to have the advance directly deposited into your account, please attach a VOID cheque from your specific account and financial institution. If you used direct deposit with ASBG previously for exactly the same account and financial institution branch, you only need to sign and check the box below.

Signature of Producer	Date	<input type="checkbox"/> Check box if used Direct Deposit previously
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PRODUCER'S DECLARATION**Please complete and return this form**

THIS DECLARATION WILL CONTINUE FOR ADVANCES MADE TO THIS ENTITY NOW AND IN THE FUTURE UNLESS CHANGES ARE MADE TO CORPORATE STRUCTURE OR PROGRAM.

Under the Agriculture Marketing Programs Act (AMPA) and the Advance Payments Program (APP), the Producer is responsible for ensuring that all individual producers, related producers, associates with interest in the Agricultural Product in question and associated advances are clearly identified.

Producer's full legal name(s): name must match name provided on page 6

Name

List Producer(s) as well as all related Producers to this application, including Name (full legal names), APP ID#, and Date of Birth. Full legal names consists of First Name, Middle Name and Last Name. **If Producer has no Middle Name please indicate.**

Name	APP ID #	Birthdate (MM/DD/YYYY)
Name	APP ID #	Birthdate (MM/DD/YYYY)
Name	APP ID #	Birthdate (MM/DD/YYYY)
Name	APP ID #	Birthdate (MM/DD/YYYY)

Advances Previously Received:

List all cash advances attributed to any shareholder, member or partner taken on commodities for the current production year through all other advance organizations.

Name of Shareholder, Member or Partner	Name of Advance Issuer	Agricultural Product for which Advance was Rec'd	Production Period	Amount of Advance Rec'd (in\$)

I certify the above to be true and correct. I agree to report any future changes in the producer's structure. I am aware that to make a false statement is a criminal offence.

Signature of Producer:

Signature of Producer

Date (MM/DD/YYYY)

RELATED PRODUCERS

Please complete and return this form

ALL SOLE PROPRIETORS MUST COMPLETE THIS FORM.

Definitions:

RELATED PRODUCERS are producers with whom the applicant does not deal at arm's length. These can include: siblings, parents or children (by blood, marriage or adoption); spouses (including common-law); or individuals with whom the applicant is cohabitating.

COMMON-LAW PARTNERSHIP means the relationship between two persons who are cohabitating in a conjugal relationship, having so cohabitated for a period of at least one year.

BUSINESS ENTITY means any corporation, partnership, cooperative or other association of persons of which you or a related individual (as defined above) is a shareholder, partner or member, as the case may be.

Related Producers:

Relatedness affects the applicant's eligibility to receive an advance, as well as the amount of an advance.

If you answer YES to questions 1 or 2 below, complete the Related Producers section, which is a declaration of relatedness. If you choose to rebut the presumption of relatedness, you must also complete the Rebuttal of Relatedness section.

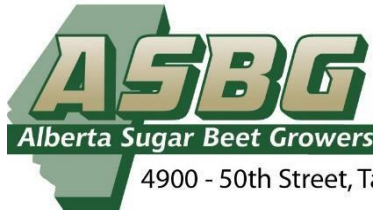
If you answer YES to question 3, you may not be eligible to receive an APP advance, unless you are able to rebut the presumption of relatedness.

1. Do you share the reporting of income or losses of any other farming operation with a related producer?
YES NO
2. Has a related producer a) applied for an APP advance in this production period or b) have an outstanding APP advance from a previous production period?
YES NO
3. Is any related producer ineligible as a result of a default under APP, SCAP or ESCAP?
YES NO

List all related individual producers who received an advance for this or previous production periods, including advances issued by other APP Administrators.

(Attach a separate sheet if required)

1.	Full Legal Name of Related Producer who rec'd an Advance	Full Address	Phone Number	Birthdate
	Name of Administrator that issued Advance	APP ID #	Production Period	
2.	Full Legal Name of Related Producer who rec'd an Advance	Full Address	Phone Number	Birthdate
	Name of Administrator that issued Advance	APP ID #	Production Period	
3.	Full Legal Name of Related Producer who rec'd an Advance	Full Address	Phone Number	Birthdate
	Name of Administrator that issued Advance	APP ID #	Production Period	



4900 - 50th Street, Taber, Alberta T1G 1T3

Credit Reference Form

Please complete and return this form

Producer/Corporation Name: _____

Address: _____

Phone #: _____ Fax #: _____ Mobile #: _____

Corporate Officers: 1. _____ Title: _____

2. _____ Title: _____

Trade References:

Company Name: _____ Address: _____ Phone & Fax: _____

1. _____

2. _____

3. _____

Bank Reference:

Bank Name: _____ Account No. _____

Address: _____

Contact: _____ Phone #: _____

I authorize the above stated references to provide Alberta Sugar Beet Growers with any information in their possession regarding their business experience with me.

Signature _____ Name/Title _____ Date _____

AUTHORITY TO DO CREDIT CHECK

Date _____

First Name _____ Last Name _____

Current Address _____

Previous Address (If current address less than 2 years) _____

Date of Birth _____ S.I.N. _____

I hereby authorize Alberta Sugar Beet Growers, to whom this application is submitted, to obtain such credit reports or other information as may be deemed necessary in connection with the establishment and maintenance of a loan under the Advanced Payments Program.

X

Signature

Please complete and return this form

The first \$100,000 is interest free. From \$101,000 - \$400,000 is loaned at prime flat

What is the maximum amount you wish to borrow this year? \$_____

<i>Agricultural Product Group</i>	<i>Administrator Advance Rate</i>	<i>Unit of Measure</i>	<i>Please check the boxes for selected crops on advance</i>
Barley	77.6000	Tonne	<input type="checkbox"/>
Timothy Hay - Choice	58.2000	Tonne	<input type="checkbox"/>
Timothy Hay - Premium	63.0500	Tonne	<input type="checkbox"/>
Timothy Hay - Standard	67.9000	Tonne	<input type="checkbox"/>
Timothy Hay - Supreme	72.7500	Tonne	<input type="checkbox"/>
Corn	2.2310	Bushel	<input type="checkbox"/>
Oats	72.7500	Tonne	<input type="checkbox"/>
Rye	77.6000	Tonne	<input type="checkbox"/>
Triticale	67.9000	Tonne	<input type="checkbox"/>
Canola	230.8600	Tonne	<input type="checkbox"/>
Flax	215.3400	Tonne	<input type="checkbox"/>
Mustard - Ethiopian	198.8500	Tonne	<input type="checkbox"/>
Soybeans	198.8500	Tonne	<input type="checkbox"/>
Sunflower - Non-Oil	0.1455	Pound	<input type="checkbox"/>
Sunflower - Oil	0.1164	Pound	<input type="checkbox"/>
Buckwheat	310.4000	Tonne	<input type="checkbox"/>
Canary Seed	196.9100	Tonne	<input type="checkbox"/>
Hemp Grain - Conventional	0.3395	Pound	<input type="checkbox"/>
Hemp Grain - Organic	0.8730	Pound	<input type="checkbox"/>
Hemp Grain - Off-Grade	0.2668	Pound	<input type="checkbox"/>
Hemp Seed	748.8400	Tonne	<input type="checkbox"/>
Hemp Seed - Pedigree Certified	0.5093	Pound	<input type="checkbox"/>
Mustard	363.7500	Tonne	<input type="checkbox"/>
Beans - Other Colored	417.1000	Tonne	<input type="checkbox"/>
Beans - Pinto	395.7600	Tonne	<input type="checkbox"/>
Chickpeas - Desi	320.1000	Tonne	<input type="checkbox"/>
Chickpeas - Kabuli	373.4500	Tonne	<input type="checkbox"/>
Fababeans	92.1500	Tonne	<input type="checkbox"/>
Lentils	291.0000	Tonne	<input type="checkbox"/>
Peas - Dry	141.6200	Tonne	<input type="checkbox"/>
Durum	111.5500	Tonne	<input type="checkbox"/>
Wheat	106.7000	Tonne	<input type="checkbox"/>
Wheat - Winter	87.3000	Tonne	<input type="checkbox"/>
Potatoes	2.0000	CWT	<input type="checkbox"/>
Sugar Beets Internal	628.00	Acre	<input type="checkbox"/>