

1900 Hendon Ave, Saint Paul MN 55108 • tel 612-625-7766 • fax 612-625-3748 • mncia@mncia.org • www.mncia.org

Facility: _____

Client No: _____ Field Supervisor: _____

Address: _____

Phone: _____

Cell: _____

Fax: _____

Email: _____

Manager: _____

HANDLE CERTIFIED SEED FOR THE FOLLOWING:

Crops: Corn Grasses Native Seeds Small Grains Soybeans Other: _____

Type of Processing: Conditioning Blending/Mixing Packaging Repackaging

Designated Personnel: MCIA will authorize personnel to perform seed certification functions including seed sampling, certification tag printing, and issuing bulk seed sales certificates. The approved personnel are listed and approved annually on the MCIA *Inspection Report – Seed Conditioning Facility*.

MCIA will grant approval on an annual basis. MCIA reserves the right to revoke approval and associated privileges for failure to adhere to requirements.

MANAGEMENT DECLARATION:

We, the management of the above-mentioned seed conditioning facility, agree to the following as requirements for approval as a MCIA Seed Conditioning Facility. We shall:

1. Adhere to MCIA requirements and procedures for seed certification and/or other MCIA programs.
2. Comply with the Federal Seed Act and Minnesota State Seed Law.
3. Respect intellectual property rights and adhere to license, patent, and PVP requirements.
4. Operate facility in manner that consistently results in product meeting seed certification standards.
5. Make facility and records available for inspection upon request by MCIA.
6. Permit MCIA personnel to draw samples from certified and/or QA seed lots.
7. Maintain complete, accurate, and current records that account for all incoming seed and the final disposition of seed.
8. Properly use certification tags, bulk seed sales certificates, and other MCIA markings to identify only qualified seed lots.
9. Perform required corrective actions as directed by MCIA through inspection reports.
10. Notify MCIA of changes in plant management, designated personnel, additional crop(s) and type(s) to be processed prior to personnel performing seed certification functions.
11. Be a member in good standing of the MCIA including timely payment of required fees.

I have read and agree to abide by the MCIA Seed Conditioning Facility requirements.

Manager

Date