

CERTIFICATION TAG USE GUIDELINES—FORAGE AND MULCH

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Please read and follow the guidelines below when using these certification tags.

Enclosed are the Noxious Weed Seed-Free Forage and Mulch certification tags that you requested. The tags have been pre-printed by MCIA with information that identifies the producer and the field from which the bales were harvested. Also enclosed is a Noxious Weed Seed-Free Forage/Mulch Certificate that includes a summary of the harvest information you supplied for the inspected field and the serial numbers of the tags issued. The certification tags with the specified serial numbers must be attached to bales harvested from the field indicated on this certificate. Producers need to keep track of which field bales were harvested from to be sure bales are tagged properly.

Record Requirements

Producers are required to keep accurate records of the amount of forage or mulch harvested from each field, including where the forage or mulch is stored after harvest. Be sure that you are keeping the following records:

1. The number and average weight of the bales harvested
2. The exact location where bales are stored—producers are responsible for keeping track of bales prior to tagging
3. Date of harvest
4. Field number and location of the field where the product was produced
5. Copies of all certification documents
6. Current inventory records indicating sales of certified bales

IMPORTANT! Please note:

- **Bales are not certified until certification tags are securely attached**
- **Tags must be attached to the bales before delivery to the buyer**
- **Do not transfer certification tags unless they are attached to eligible bales**
- **Misuse of certification tags will result in the loss of certification privileges**

If you have questions, please call 800-510-6242 or call your field supervisor.