



INSTRUCTIONS – APPLICATION FOR FIELD INSPECTION - IP GRAIN

1900 Hendon Avenue, St. Paul, MN 55108 ~ tel 612-625-7766 ~ fax 612-625-3748 ~ mncia@mncia.org ~ www.mncia.org

Use the *Application for Field Inspection* form to apply for field inspection of all IP field crops. **Apply for different IP programs on separate application forms.**

APPLICATION DUE DATES:

- **June 7 - Small grains**
- **July 15 - Soybeans**
- **Any other crop not listed-call MCIA office**

APPLICANT SECTION – The application is pre-printed with your name and address as recorded in our records. If changes are necessary, please mark them clearly on the WHITE copy.

GROWER SECTION – If you are the grower, indicate "SAME". If you have a contract grower, please **print** the name clearly. **USE A SEPARATE APPLICATION FORM FOR EACH GROWER.** Please indicate whether field inspection information can be discussed with growers and if they can receive a copy of the Field Inspection Report. **If a third party will be receiving copies of the reports, include their name and address at the top of the application form.**

FARM LOCATION – Clearly describe the farm location. P.O. Box numbers are hard to locate. Please indicate township, section number and quarter where your residence is located.

INSTRUCTIONS 1-7 – READ CAREFULLY. PUT SOYBEANS ON A SEPARATE APPLICATION FORM.

FIELD NUMBERS – ASSIGN A DIFFERENT NUMBER TO EACH AND EVERY FIELD. Do not use Field 1 for small grains and another Field 1 for soybeans. **Use numbers or letters only – no spaces, dashes, slashes, etc.**

PRODUCT I.D. – Indicate the variety & crop being produced.

SEED CLASS – Indicate the specific program being requested. (i.e. IP 99.5 NGMO). Make sure crop kind is included in the Product ID section.

NO. OF ACRES – Round up to the nearest acre.

APPROXIMATE DATE PLANTED – Should be within +/- 3 days.

PREVIOUS CROP ON FIELD – Record all crops grown on this land the previous 12 months. If same as crop planted this year, note variety and any previous MCIA programs in which previous crop was enrolled.

IDENTITY OF SEED PLANTED – Indicate identity of seed planted (required). Submit proof of seed source with the application for each lot of seed planted. A tag or copy of invoice with the seed lot #'s on it is acceptable. Also submit any proof of program required seed tests.

FEES – A schedule of fees is enclosed. Field inspection fees must accompany the application. All accounts must be paid in full before field inspection services will be provided.

SIGN YOUR APPLICATION – If you do not sign, we must return your application, which will delay processing. **Please sign each application form submitted.**

FIELD LOCATIONS – Please indicate the location of each field. You may use the back of the WHITE copy of the Application Form or you may submit aerial photos or other maps. All maps must include the county, township, section number and field number. The field number must correspond to what is listed on the front of the application. Label the point of entry for each field and include landmarks when possible.

If you have any questions regarding the completion of this form, please call MCIA at 1-800-510-6242.