

United States  
Department of  
Agriculture



Federal Crop  
Insurance  
Corporation



Product  
Development  
Division

# **STRAWBERRY DOLLAR PLAN PILOT LOSS ADJUSTMENT STANDARDS HANDBOOK**

FCIC-25780 (01-2000)  
FCIC-25780-1 (08-2000)  
FCIC-25780-2 (07-2001)

**2002 and Succeeding Crop Years**



UNITED STATES DEPARTMENT OF AGRICULTURE  
WASHINGTON, D.C. 20250

<b>FEDERAL CROP INSURANCE HANDBOOK</b>		<b>NUMBER: 25780 (01-2000)</b> <b>25780-1 (08-2000)</b> <b>25780-2 (07-2001)</b>
<b>SUBJECT:</b>  <b>STRAWBERRY DOLLAR PLAN PILOT LOSS ADJUSTMENT STANDARDS HANDBOOK 2002 AND SUCCEEDING CROP YEARS</b>	<b>DATE: July 9, 2001</b>	
	<b>OPI: Product Development Division</b>	
	<b>APPROVED: /s/ Tim B. Witt</b>  Deputy Administrator, Research and Development	

**THIS HANDBOOK CONTAINS THE OFFICIAL FCIC-APPROVED LOSS ADJUSTMENT STANDARDS FOR THIS CROP FOR THE 2002 AND SUCCEEDING CROP YEARS. IN THE ABSENCE OF INDUSTRY-DEVELOPED, FCIC-APPROVED PROCEDURE FOR THIS CROP FOR 2002 AND SUCCEEDING CROP YEARS, ALL REINSURED COMPANIES WILL UTILIZE THESE STANDARDS FOR BOTH LOSS ADJUSTMENT AND LOSS TRAINING.**

**SUMMARY OF CHANGES/CONTROL CHART**

Major Changes: See changes or additions in text which have been **redlined**. Three stars (\*\*\*) identify information that has been removed.

Changes:

- A. Revised **TABLE C** for California in Section 9 and the examples in subsections 5 B (2), 5 C (3) and (7) to reflect the updated 5-year average production per acre for each California county as reported by the 1999 County Agricultural Commissioners Data published in August of 2000, and the revised Picking Factors and Pounds Per Picking chart found in the California Special Provisions.
- B. Changed the word “to” April 30 in the fourth, seventh, and twelfth lines of the **EXAMPLE** following subsection 5 B (2) to “through” April 30 to specify that April 30 is included when determining the potential production.
- C. Deleted the words “based on” in the third line of subsection 5 B (4) and inserted the words “starting with” to clarify how the days are counted when determining when the next harvest could be expected to occur. In the second line of the **EXAMPLE** following subsection 5 B (4), changed “for April is shown in **TABLE C**” to “shown in **TABLE C** starting with April 5” to clarify which day will be used when determining the potential production from **TABLE C**. In the third line

# STRAWBERRY PILOT LOSS ADJUSTMENT STANDARDS HANDBOOK

## SUMMARY OF CHANGES/CONTROL CHART (Continued)

of the **EXAMPLE** at the end of the parenthesis changed “to April 4” to “through April 4” to more clearly indicate that April 4 is included when counting the days for the 30-day recovery period.

- D. In the **EXAMPLE** following subsection 5 C (2), corrected “Divide” to “dividing.”
- E. Revised subsection 5 C (3) to indicate the adjusted potential production remaining is to be rounded to the nearest whole pound. In the first line of subsection 5 C (4), added the word “appraised” after the comma and in the last line of subsection 5 C (6), inserted the phrase “the appraised” after the word “determine.” In the first line of subsection 5 C (7), inserted the words “For berries appraised in the field, add the appraised” in front of the word “pounds” and deleted the words “are added” after the word “samples.” In the second line inserted the words “, as calculated from future pickings,” and deleted the last sentence in the paragraph because the Appraisal Worksheet does not record appraisal information by unit. Revised the **EXAMPLE** following subsection 5 C (7) by inserting instructions that allow samples to be weighed in whole grams and converted to pounds to thousandths.
- F. Revised instructions for item 17 of subsection 7 B, Part I, Appraisal Worksheet completion information, and updated the Appraisal Worksheet example for items 14, 15, 17, 18, 25 ,27 and 31 to reflect the revised information contained in **TABLE C** for Ventura County, California and the Special Provisions. In the instructions for item 17, deleted the word “times” in the first line and inserted the word “by.”
- G. At the end of the sixth line, inserted the words “per sample” after the word “weight.” At the beginning of Part II, deleted “Items 19 through 35” and inserted “If there are multiple pages to the appraisal” and added “(signature of the adjuster and signature of the insured)” before the word “only. In 7 B, Part II, item 28 of the Appraisal Worksheet instructions, in the first line, deleted the first word in the paragraph “For” and replaced with “From.” Inserted the words “or bed” after the word “row” and inserted the word “all” after the word “weigh.” In the second sentence, added instructions to allow samples to be weighed in grams and converted to pounds and inserted an example in the **NOTE** following item 28 of how to convert grams to pounds.
- H. Subsection 8 B, Production Worksheet example, inserted the correct type code in Section I, item G; updated entries for items J, N and O, and recalculated entries for items 17, 23 and 24; to reflect the updated information contained in **TABLE C** for Ventura County, California and the Special Provisions.
- I. Section 9, clarified the use of **TABLE C** for California by inserting in the first line of the **EXAMPLE** after the word “pounds,” “for the month of November” and in the third line inserting “for the month of February” after the word “pounds.” Added the word “day” after the word “first” and deleted the word “end” and inserted the words “last day” in the second, third and fourth lines of the **EXAMPLE** to clarify that the first and last days of the month are included

## STRAWBERRY PILOT LOSS ADJUSTMENT STANDARDS HANDBOOK

### SUMMARY OF CHANGES/CONTROL CHART (Continued)

when determining the remaining potential production for a month. Changed the number of pounds shown in the third line to “57,600” to reflect the revised information in **TABLE C** for Ventura County California.

Control Chart For: Strawberry Dollar Plan Pilot Loss Adjustment Standards Handbook						
	SC Page(s)	TC Page(s)	Text Page(s)	Reference Material	Date	Directive Number
Remove	1-2		7-10, 13-16, 33-34	35-36	08-2000 08-2000 08-2000	FCIC-25780-1 FCIC-25780-1 FCIC-25780-1
Insert	1-4		7-10, 13-16, 33-34	35-36	07-2001 07-2001 07-2001	FCIC-25780-2 FCIC-25780-2 FCIC-25780-2
Current Index	1-4	1-2	1-4, 5-6, 7-10, 11-12, 13-16, 17-32, 33-34	35-36 37-39	07-2001 01-2000 08-2000 07-2001 08-2000 07-2001 01-2000 07-2001	FCIC-25780-2 FCIC-25780 FCIC-25780-1 FCIC-25780-2 FCIC-25780-1 FCIC-25780-2 FCIC-25780 FCIC-25780-2

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# **1. INTRODUCTION**

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This handbook identifies the crop-specific procedural requirements for adjusting Multiple Peril Crop Insurance (MPCI) losses in a uniform and timely manner. These procedures, which include crop appraisal methods and claims completion instructions, supplement the general (not crop-specific) procedures, forms, and manuals for loss adjustment identified in the Loss Adjustment Manual (LAM).

# **2. SPECIAL INSTRUCTIONS**

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This handbook remains in effect until superseded by reissuance of **either** the entire handbook **or** selected portions (through amendments or bulletins). If slipsheets have been issued for a handbook, the original handbook as amended by slipsheet pages shall constitute the handbook. A bulletin can supersede either the original handbook or subsequent slipsheets.

## **A. DISTRIBUTION**

The following is the minimum distribution of forms completed by the adjuster for the loss adjustment inspection:

One legible copy to the insured. The original and all remaining copies as instructed by the insurance provider.

**NOTE:** It is the insurance providers= responsibility to maintain original insurance documents relative to policyholder servicing as designated in their approved plan of operations.

## **B. TERMS, ABBREVIATIONS, AND DEFINITIONS**

- (1) Terms, abbreviations, and definitions that are **general** (not crop specific) to loss adjustment are identified in the LAM.
- (2) Terms, abbreviations, and definitions **specific** to strawberry loss adjustment and this handbook, which are not defined in this section, are defined as they appear in the text.

- (3) Abbreviations:

**SPOI**                                      Special Provisions of Insurance

- (4) Definitions:

**Adjusted Average Value**                      The dollar amount per pound that results from subtracting allowable cost from the average price received.

<b>Expected Remaining Production</b>	The amount of expected remaining strawberry production after the appraisal date during each week or month of harvest as provided in the Special Provisions, based on county-average yields per acre and historic weekly deliveries to shippers and processors.
<b>Handling Charges</b>	Costs shown on handler receipts that are typically deducted from the revenue received by the grower, such as charges for picking containers, materials, cooling, commissions, and assessments.
<b>Marketable Production</b>	Strawberries that meet or exceed the grading standards specified in the Special Provisions, or would be accepted by a packer, processor, or other handler even if failing to meet grading standards.
<b>Penhooker</b>	One who removes strawberries from the field that would normally not be harvested.

### **3. INSURANCE CONTRACT INFORMATION**

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The insurance provider is to determine that the insured has complied with all policy provisions of the insurance contract. Crop provisions which are to be considered in this determination include (but are not limited to):

#### **A. INSURABILITY**

- (1) The crop insured will be all the strawberries in the county in which the insured has a share, for which a premium rate is provided by the actuarial documents and:
  - (a) That are of varieties adapted to the area;
  - (b) That are grown as an annual;
  - (c) That are transplanted;
  - (d) That are grown in accordance with any cultural requirements that may be specified in the Special Provisions;

**NOTE:** Refer to the LAM, the Basic Provisions, and the Special Provisions for the definition of irrigated practice.

- (e) That are irrigated;
- (f) That are grown for commercial sale; and
- (g) That are grown by a person, who in at least one of the three previous crop years, produced strawberries or managed a farm that produced the minimum amount of strawberries specified in the Special Provisions for commercial sale.

- (2) Acreage planted before the beginning of the insurance period will not be insurable, unless the insurance provider inspects the acreage and determines that it meets the insurability requirements specified in the policy and the Special Provisions.
- (3) Acreage planted prior to the earliest planting date and/or after the final planting date specified in the Special Provisions is not insurable.
- (4) Acreage damaged before the final planting date, to the extent that a majority of producers in the area would normally not further care for the crop, must be replanted unless the insurance provider agrees that it is not practical to replant. It will not be considered practical to replant if transplants are not available.

## **B. PROVISIONS NOT APPLICABLE TO CAT COVERAGE**

- (1) Optional units.
- (2) Written agreements.
- (3) Hail and Fire Exclusion provisions (also not applicable to limited coverage).
- (4) Modified Minimum Value Option.

## **C. UNIT DIVISION**

See the insurance contract for unit provisions. **NOTE:** Unless limited by the Crop or Special Provisions, a basic unit, as defined in the Basic Provisions and the Crop Provisions, may also be established by type (winter or summer planting) and may be divided into optional units if, for each optional unit, all the conditions stated in the applicable provisions are met (see Special Provisions for limitations to optional units).

## **D. NOTICE OF DAMAGE OR LOSS**

**Applicability** - Within the policy provisions is a requirement that an insured file a notice of damage or loss unless the insurance period has ended prior to each of the following events:

- (1) Within three days of the date that harvest of the damaged crop should have started if the crop will not be harvested.
- (2) At least five days before any production from any unit will be sold by direct marketing.

**NOTE:** If the insured fails to give timely notice of intent to direct market strawberry production, apply an appraised amount of production that is not less than the amount of insurance per acre, if such failure results in the inability of the insurance provider to make a required inspection or appraisal. If timely notice has been given and acceptable records are not available see subsection 5 D.

- (3) Immediately, if damage occurs during harvest, and the insured does not intend to complete harvesting the crop.

- (4) In accordance with section 14 of the Basic Provisions, if the insured intends to claim an indemnity on any unit, notice must be given at least five days prior to the beginning of harvest of the damaged crop so that the insurance provider may inspect the damaged production.
- (5) If the insured fails to meet the requirements listed above and such failure results in the insurance provider's inability to inspect the damaged production, all such production is to be considered undamaged and included as production to count.

## **E. MODIFIED MINIMUM VALUE OPTION**

If Option I or Option II is elected, the total value of harvested production will be determined as follows:

- (1) For sold production, the dollar amount obtained by subtracting the allowable cost (in the Special Provisions) from the average price received for all pounds of strawberries sold (this result may not be less than the minimum value option price chosen by the insured and contained in the Special Provisions), and multiplying this result by the number of pounds of strawberries sold.
- (2) For marketable production that is harvested, but not sold, the dollar amount obtained by multiplying the pounds of such strawberries on the unit by the minimum value (from the Special Provisions) that applies without regard to the choice of the modified minimum value option. Harvested production that is damaged or defective due to insurable causes and is not marketable will not be counted as production.

## **4. STRAWBERRY APPRAISALS**

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### **A. GENERAL INFORMATION**

- (1) Potential production will be appraised in accordance with the procedures specified in this handbook and the LAM.
- (2) Specifically for strawberries, circumstances that require an appraisal include (but are not limited to):
  - (a) When the acreage will not be harvested or the insured intends to remove or abandon a planting before the end of insurance and intends to file a claim for indemnity;
  - (b) Prior to the end of the insurance period, when the insured intends to file a claim for indemnity but does not intend to pick any more strawberries (partially harvested) even though potential production remains on the plants;
  - (c) If production will be direct marketed (roadside markets, U-pick, etc.) and the insurance provider wishes to conduct pre-harvest and post-harvest appraisals.

## **B. TIMING OF APPRAISALS**

- (1) During the period of harvest, plants are picked typically twice a week for a period lasting from two to six months. If the producer wishes to abandon or put the acreage to another use, any appraisal should be made within five days after the last picking, where possible. Because of the rapid deterioration of mature strawberries, this will allow for the most accurate appraisal of strawberries remaining after the final harvest.
- (2) Post-harvest inspections or appraisals should be made on a field and/or unit when a loss is probable. Post-harvest inspections or appraisals should be made within five days after final picking of the field and/or unit.
- (3) Pre-acceptance inspections or appraisals should not be made until after 21 days from the date the plants were initially transplanted. This will allow the transplants sufficient time to recover from transplanting, develop new roots, and leaves.
- (4) Plants damaged by hail, freeze, etc. may require as much as 30 days (depending upon severity of damage and weather conditions) to recover and again produce marketable strawberries. Appraisals should be delayed until the plants have recovered sufficiently to allow an accurate determination of appraised production to count.

## **C. SELECTING REPRESENTATIVE SAMPLES FOR APPRAISALS**

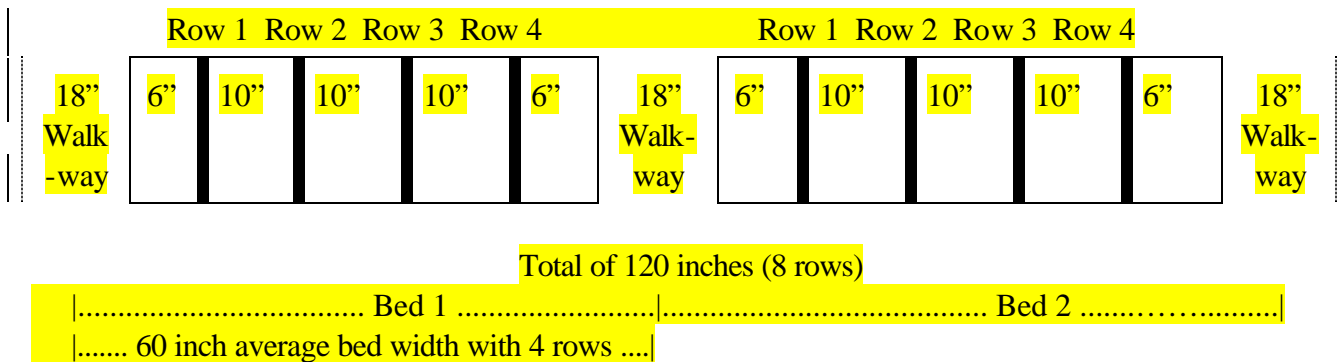
- (1) Determine the number of required samples for a field or subfield by the field size (refer to TABLE A in Section 9), the average stage of growth, age (size), general capabilities of the plants, variability of potential production, and plant damage within a field or subfield.
- (2) Split the field into subfields when:
  - (a) variable damage causes the crop potential to appear to be significantly different within the same field; or
  - (b) some areas within the field have recently been picked while other areas have not; or
  - (c) the insured wishes to destroy a portion of a field.
- (3) Each field or subfield must be appraised separately.
- (4) Take not less than the minimum number (count) of representative samples required in TABLE A.

## **D. MEASURING ROW WIDTH FOR SAMPLE SELECTION**

Use these instructions for all appraisal methods.

- (1) Use a measuring tape marked in tenths of a foot (or convert a tape marked in inches to tenths of a foot, to measure row width (refer to the LAM for conversion table).

- (2) Row widths are determined by measuring from the center of one walkway to the center of another walkway across several beds. Round the results to the nearest tenth of a foot. Divide the total measurement by the number of rows measured across to determine the average row width to the nearest hundredth of a foot.
- (3) Apply the row width to determine the length of bed or row required for a 1/1000 of an acre sample as shown in section 9 **TABLE B**.
- (4) Typical planting pattern on raised beds covered with plastic mulch:



\*\*\* **EXAMPLE:** 120 inches ) 8 rows = 15 inches (1.25 foot) average row width. Use **TABLE B** to determine sample row length.

**E. DETERMINING PLANTS PER ACRE**

Use the following formula to determine plants per acre:

Square feet per acre ) row width (in feet to tenths) ) plant spacing (in feet to tenths) = plants per acre (single row).

**EXAMPLE:** 43,560 sq. ft./acre ) 1.25 foot average row width = 34,848 linear feet of row per acre.  
 34,848 linear feet ) 1.0 foot (or 12 inches) average plant spacing = 34,848 plants per acre.

## 5. APPRAISAL METHODS

### A. GENERAL INFORMATION

These instructions provide information on appraisal methods for:

Appraisal Method...	Use...
Potential Production Method and Stand Reduction Method	From planting until end of insurance;  When strawberry plants will be removed or harvest ends before the end of the insurance period and a claim will be filed; and  For strawberries sold through commercial and direct marketing outlets, when timely notice of direct marketing has been provided, acceptable production records are available, and a claim will be filed.
Potential Production Method	When timely notice of direct marketing has been provided, acceptable records of production are NOT available, and a claim will be filed.

### B. DETERMINING POTENTIAL PRODUCTION FOR COMMERCIAL ACREAGE OR FOR DIRECT MARKETED ACREAGE WITH ACCEPTABLE RECORDS

- (1) Use Part I of the Strawberry Appraisal Worksheet (Potential Production) to adjust the expected potential production for a period of time in which the insured did not harvest. Use Part II of the Strawberry Appraisal Worksheet (Stand Reduction) to determine the per acre potential production.
- (2) For acreage with production sold through commercial outlets or direct marketed, if **TIMELY NOTICE** of intent to direct market has been provided and acceptable production records are furnished, determine the potential production by multiplying the remaining potential production for the date harvest ceased as shown in **TABLE C** (after adjusting the remaining potential production shown in **TABLE C** to reflect the date harvest stopped) by the percent of surviving plants. **TABLE C** accounts for remaining potential production starting the day after harvest ends.

**EXAMPLE:** If winter planted strawberries in Ventura County, California, were damaged by insurable causes on April 16, and the planting will be removed, use **TABLE C** to determine the remaining potential production for the month of May (17,660 lbs per acre). Determine the remaining potential production from April 17 through April 30 by dividing the number of days remaining in the month (14) by the picking factor (3) shown in the Special Provisions. Round the result to the nearest hundredth ( $14 \div 3 = 4.67$  estimated remaining number of pickings for the period of time from April 17 through April 30). Multiply the estimated pounds per acre of strawberries to be picked for each picking as

specified in the Special Provisions (2,400) by the calculated estimated remaining number of pickings (4.67) to determine the remaining production per acre to be picked ( $2,400 \times 4.67 = 11,208$  lbs). Add the calculated expected number of pounds per acre of potential production for the period from April 17 through April 30 to the remaining potential production for the month of May ( $11,208 + 17,660 = 28,868$  lbs per acre) to determine the remaining potential production from April 16 to the end of the insurance period.

- (3) Transfer the total pounds per acre remaining potential production from Part I item 18 of the appraisal worksheet to Part II item 26 of the appraisal worksheet.
- (4) If the plants are damaged by insured causes to the extent that the plants will require a period of time to recover before the plants will again produce marketable strawberries, determine potential production starting with the date the next harvest would be expected to occur under normal growing conditions (refer to section 4 B).

**EXAMPLE:** If freeze damage occurs on March 5 in California and the plants require 30 days before marketable strawberries are produced, use the potential production shown in **TABLE C** starting with April 5 (March 5 adjusted for the 30-day recovery period through April 4) to determine the expected potential production.

### **C. STAND REDUCTION METHOD**

- (1) For acreage with production sold through commercial outlets or direct marketed, if **TIMELY NOTICE** of intent to direct market has been provided and acceptable production records are furnished, use Part II to determine the percent of stand reduction. This method is based on the number of surviving plants in a designated sample bed or row length. (Refer to subsection 4 D and **TABLE B** for determination of sample row length.)
- (2) Surviving plant counts are converted to a percent potential remaining in the field by dividing the total number of surviving plants by the total number of original plants.

**EXAMPLE:** For winter planted strawberries in Ventura County, California, the original plant stand was 28,000 and the surviving plant stand was 11,480. Adjust for the percent of surviving plants by dividing 11,480 surviving plants per acre by 28,000 original plant stand = 41 percent remaining stand.

- (3) Multiply the potential production (taken from Part I item 18 of the appraisal worksheet) by the percent remaining stand to determine the adjusted potential production remaining, rounded to the nearest whole pound.

**EXAMPLE:** Potential production 28,868 pounds times 41 percent remaining stand = 11,836 lbs per acre adjusted potential production remaining.

- (4) For unharvested strawberries, appraised production to count will include only the berries which could be packed and sold as fresh or processing.
- (5) If there is unharvested production due to market conditions and/or damage to the berries



from uninsured causes of loss, appraise such acreage to determine the amount of unharvested production and/or production damaged by uninsured causes.

- (6) Pick and weigh (in pounds to thousandths) for each sample, unharvested berries that could be packed and sold as fresh and processing berries or that were damaged due to uninsured causes. Do NOT pick berries that ripened after the date harvest ceased. Multiply the average sample weight by the fraction of an acre sample size to determine the appraised pounds per acre for all samples.
  - (7) For berries appraised in the field, add the appraised pounds per acre for all samples to the adjusted potential production per acre, as calculated from future pickings, to determine the total pounds of appraised production per acre for each field in the unit.
- \*\*\*

**EXAMPLE:** If the average sample weight of unharvested berries from all sample rows was 1 pound and 4 ounces, convert ounces to pounds to thousandths by dividing 4 ounces by 16 = .250. The total sample weight in pounds to thousandths is 1.250 (1 lb + .250 lb). Multiply 1.250 average sample weight by 1000 (for 1/1000 sample size) = 1,250 lbs per acre for all samples. If the potential production was appraised at 11,836 lbs add 1,250 lbs to determine the total of 13,086 lbs per acre. Samples may also be weighed in whole grams and converted to pounds to thousandths.

**NOTE:** If the insured agrees, harvested strawberries (from representative samples jointly selected by the adjuster and insured) (harvest-appraisal) may be used to determine the sample weight. An adjuster must be present when the representative samples are harvested.

#### **D. DETERMINING DIRECT MARKETED PRODUCTION WITHOUT ACCEPTABLE RECORDS**

If TIMELY NOTICE of direct marketing has been given and acceptable records (see Special Provisions for acceptable records) of production are NOT provided, use Part I of the Strawberry Appraisal Worksheet (Potential Production) to determine the per acre expected potential production to count (refer to the Strawberry Appraisal Worksheet example).

- (1) Divide the number of days counted from the date of first harvest through the date of final harvest by the picking factor (number of days between pickings or picking interval) shown in the Special Provisions to determine the number of pickings for direct marketing. Round the result to the nearest hundredth. If the strawberry plants are damaged by insured causes to the extent that the plants require a period of time to recover before the plants will again produce marketable strawberries (assuming normal growing conditions), subtract the number of days required for plant recovery from the total number of days calculated from the date of first harvest to the date of final harvest. Calculate the number of pickings separately for each time period (or portion thereof) shown on the Special Provisions.
- (2) Multiply the estimated pounds per acre of strawberries to be picked for each picking as specified in the Special Provisions by the calculated number of pickings to determine the total number of pounds per acre that could be picked for the specified time period. The estimated pounds of strawberries to be picked for each picking may vary by week, month, or planting pattern (refer to the Special Provisions).

- (3) Make no adjustments to the expected potential production in Part II (Stand Reduction) of the appraisal worksheet. Transfer the total expected potential production per acre from Part I to Section I, item “J” of the Production Worksheet.

**NOTE:** Under the terms of the policy, the insured is to provide the pounds of direct marketed, U-pick, and penhooker production harvested from ALL insurable acreage. Without acceptable records of direct marketed production (where timely notice of intent to direct market has been provided), use the calculated value of direct marketed production as the total value of production to count. **The amount of production sold without acceptable records is ignored and the calculated amount of direct marketed production is used as the production to count.**

## **6. APPRAISAL DEVIATIONS AND MODIFICATIONS**

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### **A. DEVIATIONS**

Deviations in appraisal methods require FCIC written authorization (as described in the LAM) prior to implementation.

### **B. MODIFICATIONS**

There are no pre-established modifications in this handbook. Refer to the LAM for additional information.

## **7. APPRAISAL WORKSHEET ENTRIES AND COMPLETION PROCEDURES**

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### **A. GENERAL INFORMATION**

- (1) Include the insurance provider’s name in the appraisal worksheet title if not preprinted on the insurance provider’s worksheet or when a worksheet entry is not provided.
- (2) Include the claim number on the appraisal worksheet (when required by the insurance provider), when a worksheet entry is not provided.
- (3) Separate appraisal worksheets are required for each unit appraised. Refer to section 4 for sampling instructions.
- (4) Separate appraisal worksheets are required for Part I if direct marketed production was sold from more than one field or subfield within a unit.

**NOTE:** Standard appraisal worksheet items are numbered consecutively in subsection B. Examples of appraisal worksheets are also provided to illustrate how to complete entries.

## **B. WORKSHEET ENTRIES AND COMPLETION INFORMATION**

### **STAND REDUCTION**

Verify or make the following entries:

#### **Item**

#### **No.      Information Required**

**Company Name:** Name of insurance provider, if not preprinted on the worksheet (Company Name).

**Claim No.:** Claim number as assigned by the insurance provider, if required.

1. **Insured's Name:** Name of insured that identifies EXACTLY the person (legal entity) to whom the policy is issued.
2. **Policy No.:** Insured's assigned policy number.
3. **Unit No.:** Five-digit unit number from the Summary of Coverage after it is verified to be correct (e.g., 00100).
4. **Crop Year:** Crop year, as defined in the policy, for which the claim has been filed.
5. **Type/Variety:** Three-digit code number, entered exactly as specified on the actuarial documents, for the type grown by the insured. If **ANo Type Specified,** enter appropriate 3-digit code number from the actuarial documents.
6. **Bed Width:** Width of the raised planting bed, rounded to the nearest whole foot.
7. **Number of Rows:** Number of rows planted per bed.
8. **Row Width:** Row width, rounded to the nearest tenth of a foot.
9. **Plant Spacing:** Plant spacing within the row in feet to tenths (e.g., 12 inches entered as 1.0 foot).
10. **Fraction of An Acre:** Enter the fraction of an acre for the sample sized used (e.g., 1/1000 for 1/1000 of an acre sample). See **TABLE B** for determining sample row length.

### **PART I: POTENTIAL PRODUCTION**

**Items 11 through 18.**

11. **Field ID:** Field or sub-field identification symbol. For Part I, use a separate appraisal worksheet for each field or sub-field being appraised.

12. **Calendar Dates for Harvest Period:**
- a. For production sold through commercial or direct marketing outlets WITH acceptable records (and with timely notice of intent to direct market), enter the month(s) and calendar date(s) for the period of time for which the insured did NOT harvest, starting with the first day after harvest ended. Use a separate line for each applicable time period identified in **TABLE C**. Account for the entire period of time for which the insured did not or will not harvest the acreage (e.g., if harvest ended April 16, enter **AApril 17 - 30@** on line one and **AMay - July,@** the end of the normal harvest period, on line two).
  - b. For direct marketed production WITHOUT acceptable records (and with timely notice of intent to direct market), enter the month(s) and calendar date(s) for the period of time for the actual dates of harvest as shown in the Special Provisions (e.g., if harvest began on January 5 and ended on July 31 enter **AJan 5 - 31@** on line one and **AFeb - July@** on line two).
  - c. To account for plant recovery time **due to insured causes**, refer to subsections 5 B and C. Enter in **ARemarks@** the date the damage occurred and the number of days allowed for plant recovery (e.g., if harvest ended on January 5 and hail occurred on January 6, count forward the number of days needed for plant recovery and enter the time period as **AFeb 10 - 28@**. Refer to the Special Provisions or **TABLE C**.)
13. **Number of Days:**
- a. For production sold through commercial or direct marketing outlets WITH acceptable records, where the time interval is less than the time period identified in **TABLE C**, enter the calculated number of days for the line, (e.g., if the time period identified on **TABLE C** is the month of January and harvest ended on January 5, the remaining time period in which harvest could have occurred is January 6-31, count the remaining days and enter **A26@**. If harvest ended on January 31, the time period in which harvest could have occurred is Feb - July, **MAKE NO ENTRY**). If the actual time period remaining for harvest for this line entry is equal to that shown on **TABLE C**, **MAKE NO ENTRY** and skip to item 17.
  - b. For direct marketed production WITHOUT acceptable records, where the time interval is less than the time period shown in the Special Provisions, enter the calculated number of days for the line (e.g., if the harvest period identified on the Special Provisions is the month of January and the dates of actual harvest are January 5-31, count the days and enter **A27@**).
14. **Picking Interval:** If an entry was made in item 13, enter the picking factor (or picking interval) in days, as shown on the Special Provisions for the respective time period identified in item 12, otherwise **MAKE NO ENTRY**.
15. **Calculated No. of Pickings:** If an entries were made in items 13 and 14 enter the result of dividing item 13 by item 14, round the result to the nearest hundredth, otherwise **MAKE NO ENTRY**.
16. **Lbs. Per Acre Per Picking:** If an entry was made in items 15, enter the pounds per picking as shown on the Special Provisions for the respective time period, otherwise **MAKE NO ENTRY**.

17. **Total Lbs. Per Acre:** If an entry was made in item 16, enter the result of multiplying item 15 by item 16 in whole pounds. If an entry does NOT appear in item 16, enter from **TABLE C**, the pounds per acre for the earliest month identified by the time period in item 12 (e.g., if the entry in item 12 is “May - July,” use the month of May and enter “17,660” pounds per acre from **TABLE C**).
18. **Total Lbs. Per Acre Expected Production:** Total of all item 17 entries, in whole pounds. For direct marketed acreage:
- WITH acceptable records of production, transfer the entry in item 18 to item 26.
  - WITHOUT acceptable records of production, transfer the entry in item 18 to Section I, item “J” of the Production Worksheet.

## PART II: STAND REDUCTION

**If there are multiple pages to the appraisal, complete items 33 and 34 (signature of adjuster and signature of insured) only on the last page of the Appraisal Worksheets.**

**NOTE:** For direct marketed acreage WITHOUT acceptable production records, MAKE NO ENTRY in Part II (Stand Reduction).

19. **Field ID:** Field or sub-field identification symbol. For Part II, more than one field or sub-field may be appraised on the same appraisal worksheet.
20. **Acres:** Number of determined acres, to tenths, in field or subfield being appraised.
21. **Number of Surviving Plants Per Sample:** Number of surviving plants in the sample.
22. **Number of Original Plants Per Sample:** Number of original plants in the sample.
23. **Surviving:** Total number of plants surviving in all samples (total of all item 21 entries).
24. **Original:** Total number of original plants in all samples (total of all item 22 entries).
25. **%:** (Percent Stand Remaining) Result of dividing item 23 by item 24, rounded to the nearest two place decimal.
26. **Expected Potential Prod.:** The pounds per acre of strawberries that typically have yet to be picked in the county by the date harvest ceased, entered from Part I item 18 of the Strawberry Appraisal Worksheet. To account for plant recovery due to insured causes, refer to section 5.
27. **Adjusted Potential Prod.:** Result of multiplying item 25 by item 26, rounded to the nearest whole pound

28. **Avg. Sample Weight:** From each sample row or bed, pick and weigh all unharvested berries that could be packed and sold as fresh or processing. Include berries damaged by uninsured causes. Do **NOT** count fruit that ripened after the final picking. Record the individual weights, in pounds to thousandths (or convert from pounds and ounces or whole grams to pounds to thousandths), from each sample row in the Remarks (item 32) and divide by the number of samples to determine the average weight per sample in pounds to thousandth. If there are no unharvested fruit enter “0.”
- NOTE:** Samples weighed in pounds and ounces are to be converted to pounds to thousandths (e.g., 12 ounces is converted to thousandths of a pound by dividing 12 by 16 = .750 pounds). Convert samples weighed in grams to pounds to thousandths (e.g., 340 grams ÷ 454 grams per pound = .749 pounds).
29. **Factor:** Enter the appropriate factor for the sample size used (e.g., “1000” for 1/1000 sample size, “250” for 1/250 sample size, or “100” for 1/100 sample size, etc.).
30. **Sample Lbs. Per Acre:** Result of multiplying the average weight of strawberries from the sample rows (item 28) by the sample size factor (item 29) rounded to the nearest whole pound. If there are no fruit, enter zero.
31. **Total Lbs. Per Acre:** Add item 27 and item 30. All entries are recorded to the nearest whole pound. Transfer this entry to Section I, item “J,” of the Production Worksheet.
32. **Remarks:** Remarks pertinent to the appraisal (e.g., show calculations for determining average sample weight of strawberries, “25 days allowed for plant recovery due to hail damage,” and “5 pickings completed before harvest ended”).
33. **Adjuster’s Signature and Code No., Date:** Signature of adjuster, code number, and date signed **after** the insured (or insured’s authorized representative) has signed. If the appraisal is performed prior to signature date, document the date of appraisal in the Remarks/Narrative section of the Appraisal Worksheet (if available); otherwise, document the appraisal date in the Narrative of the Production Worksheet.
34. **Insured’s Signature and Date:** Insured's (or insured’s authorized representative’s) signature and date. BEFORE obtaining insured’s signature, REVIEW ALL ENTRIES on the Appraisal Worksheet WITH THE INSURED, particularly explaining codes, etc., which may not be readily understood.
35. **Page:** Page numbers - (Example: Page 1 of 1, Page 1 of 2, Page 2 of 2, etc.).

COMPANY NAME: Any Company

CLAIM NO.: XXXXXXXX

For Illustration Purposes Only <b>STRAWBERRY APPRAISAL WORKSHEET</b>	1. INSURED'S NAME I. M. Insured		2. POLICY NO. XXXXXXX	3. UNIT NO. 00100	4. CROP YEAR YYYY	5. TYPE/VARIETY 211/Camarosa
	6. BED WIDTH 5 ft	7. NUMBER OF ROWS 4	8. ROW WIDTH 1.25 ft	9. PLANT SPACING 1.0 ft		10. FRACTION OF AN ACRE 1/1000

PART I: POTENTIAL PRODUCTION

FIELD ID	CALENDER DATES FOR HARVEST PERIOD	NUMBER OF DAYS	PICKING INTERVAL	CALCULATED NO. OF PICKINGS	LBS. PER ACRE PER PICKING	TOTAL LBS. PER ACRE
11	12	13	14	15	16	17
1	April 17-30	14	3	4.67	2,400	11,208
1	May-July					17,660
					18. TOTAL LBS. PER ACRE EXPECTED PRODUCTION	28,868

PART II: STAND REDUCTION

FIELD ID	ACRES	21 NUMBER OR SURVIVING PLANTS PER SAMPLE								23 SURVIVING		%	EXPECTED POTENTIAL PROD.	ADJUSTED POTENTIAL PROD.	AVG. SAMPLE WEIGHT	FACTOR	SAMPLE LBS. PER ACRE	TOTAL LBS. PER ACRE (27 + 30)
		22 NUMBER OF ORIGINAL PLANTS PER SAMPLE								24 ORIGINAL								
19	20											25	26	27	28	29	30	31
1	10.0	21	17	14	15	14	12			23	72	.41	x 28,868	= 11,836	1.250	x 1000	= 1,250	13,086
		22	35	35	35	35	35			24	175							
		21								23		x	=		x	=		
		22								24		x	=		x	=		
		21								23		x	=		x	=		
		22								24		x	=		x	=		

32. REMARKS  
 12 pickings completed prior to April 17. Sample berry weights: 1.500 + 1.750 + 1.250 + .750 + 1.000 = 6.250 lbs ÷ 5 samples = 1.250 lbs average berry weight per sample. Sample berry weights represent berries that should have been harvested during the last picking, but were not harvested..

33. ADJUSTER'S SIGNATURE AND CODE NO. I. M. Adjuster 12345	DATE MM/DD/YYYY	34. INSURED'S SIGNATURE I. M. Insured	DATE MM/DD/YYYY
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**C. SUMMARY OF HARVESTED PRODUCTION WORKSHEET ENTRIES AND COMPLETION INFORMATION**

- (1) Use this worksheet to record harvested marketable production. Use separate Summary of Harvested Production Worksheets for:
  - (1) Harvested production sold directly to consumers (direct marketed) from roadside stands or farmers' markets, U-Pick production, and harvested unsold production.
  - (2) Each shipper, processor, or other handler.
- (2) Allowable costs of harvested production as shown in the Special Provisions include labor for picking and supervising in the field, picking containers, and hauling and handling charges (such as packing materials, cooling, commissions, and assessments). Allowable costs are to be deducted for production actually packed.

**NOTE:** This worksheet is used to determine average value per pound actually received for harvested production.
- (3) MAKE NO ENTRY for harvested production that is damaged or defective due to insurable causes, and such production is NOT marketable.

Verify or make the following entries:

**Item No.**

**Information Required**

**Company Name:** Name of insurance provider, if not preprinted on the worksheet (Company Name).

**Claim No.:** Claim number as assigned by the insurance provider, if required.

- 1. **Insured's Name:** Name of the insured that identifies EXACTLY the person (legal entity) to whom the policy is issued.
- 2. **Crop Year:** Crop year, as defined in the policy, for which the claim is filed.
- 3. **Policy Number:** Insured's assigned policy number.
- 4. **Unit Number:** Five-digit unit number from the Summary of Coverage after it is verified to be correct (e.g., 00100).
- 5. **Type/Variety:** Type defined as the planting system used (winter or summer planting) and strawberry variety planted (optional) represented by this Summary of Harvested Production form.



6. **Name, Address, and Phone Number of Buyer/Packer:** Name, address and telephone number of the processor, shipper, location of harvested unsold production, U-pick field, roadside stand, or name and location of farmers= market. Use separate forms for each buyer and strawberry type.

## PART I - PRODUCTION

### Items 7 through 14.

7. **Date:** Date the load was sold, delivered or the date from a season summary. Enter **A**unsold@ for harvested unsold production.
8. **Load, Lot, or Summary:** Ticket number of the load, lot number in which the load was sold, or the grower identification number from a season summary. Enter **A**U-pick@ for U-pick production.
9. **Container Description:** Describe the container in which the strawberries were delivered to the buyer (e.g., 1-pint mesh, 1-pound clam shell, flat, or freezer bin). Make separate line entries for each type of container that holds a different weight of strawberries.
10. **Number of Containers:** Number of containers for each type of container.
11. **Pounds Per Container:** Approximate number of pounds of production held by each container. Refer to **TABLE D**. If a container is not listed in **TABLE D**, determine the approximate number of pounds of production the container would hold using producer/buyer records or, if possible, filling a sample container several times with marketable strawberries and determining the average weight. Document in Remarks how the weight of the unlisted container was determined.
12. **Pounds Delivered:** The pounds of production in each type of container. Result of multiplying item 10 by item 11, rounded to whole pounds.

**NOTE:** If the insured cannot provide the pounds harvested from U-pick acreage, but can provide the total dollars received for that production (based on acceptable records) divide the gross dollars received (item 13) by the minimum value shown in the Special Provisions to obtain the pounds of production.

13. **Gross Dollars Received:** Value per load, lot, or summary account number listed in item 8, before any adjustments or deductions, in dollars and cents. **MAKE NO ENTRY** for harvested unsold production.
14. **Totals:** Total columns for Pounds Delivered (item 12) and Gross Dollars Received (item 13), in dollars and cents. **MAKE NO ENTRY** for harvested unsold production for total Gross Dollars Received (item 13).

## PART II - WEIGHTED VALUE

### Items 15 through 23, complete only on the last page of the Summary of Harvested Production.

15. **Total Pounds:** Sum of all page totals (item 14) for Pounds Delivered (item 12) entries, in whole pounds.
16. **Total Dollars Received:** Sum of all page totals (item 14) for Gross Dollars Received (item 13) entries, in dollars and cents. MAKE NO ENTRY for harvested unsold production.
17. **Net Price Received:** The average dollar amount per pound received by the insured for all strawberries. Result of dividing item 16 by item 15, round to dollars and cents. MAKE NO ENTRY for harvested unsold production.
18. **Allowable Cost:** The allowable cost per pound for harvesting and handling as listed in the Special Provisions. For U-pick production, enter \$0.00, unless an allowable cost is shown on the Special Provisions for such production. MAKE NO ENTRY for harvested unsold production.
19. **Adjusted Average Value:** Net Price Received (item 17) minus Allowable Cost (item 18) in dollars and cents. For harvested unsold production, enter \$0.00.
20. **Remarks:** If applicable, identify the Modified Minimum Value Option selected. Enter any pertinent information such as the reason harvested production is not sold.
21. **Adjuster's Signature and Code No. and Date:** Signature of adjuster, code number, and date signed after the insured (or insured's authorized representative) has signed. Sign and date on only the last page of the Summary of Harvested Production worksheet
22. **Insured's Signature and Date:** Insured's (or insured's authorized representative's) signature and date. BEFORE obtaining insured's signature, REVIEW ALL ENTRIES on the Summary of Harvested Production WITH THE INSURED, particularly explaining codes, etc., which may not be readily understood. Obtain the insured's signature on only the last page of the worksheet.
23. **Page:** Page numbers - (Example: Page 1 of 1, Page 1 of 2, Page 2 of 2, etc.)

Company Name: Any Company

Claim No.: XXXXXXXX

<b>STRAWBERRIES SUMMARY OF HARVESTED PRODUCTION</b>	1. Insured-s Name I.M. Insured			2. Crop Year YYYY
	3. Policy Number XXXXXXX	4. Unit Number 00100	5. Type/Variety Winter/Camarosa	

6. Name, Address, and Phone Number of Buyer/Packer  
 Big Valley Fruit  
 102 Berry Rd  
 Any Town Any State XXXXX (XXX)XXX-XXXX

**PART I - PRODUCTION**

Date 7.	Load, Lot, or Summary 8.	Container Description 9.	Number of Containers 10.	Pounds Per Container 11.	Pounds Delivered 12.	Gross Dollars Received 13.
2/18/YYYY	20-BV03	Dover Classic	400	10	4,000	3,600.00
2/22/YYYY	20-BV05	Wire pints	1,380	12	16,560	16,560.00
2/26/yyyy	20-BV08	Clam shells	2,125	8	17,000	21,250.00
3/2/YYYYY	20-BV14	Dover Classic	1,558	10	15,580	20,816.60
3/6/YYYYY	20-BV28	Wire pints	1,180	12	14,160	12,744.00
3/10/YYYY	20-BV37	Clam shells	950	8	7,600	9,875.00
3/14/YYYY	20-BV42	Wire pints	1,000	12	12,000	9,492.00
				<b>14. TOTALS</b>	<b>86,900</b>	<b>\$94,337.60</b>

**PART II - WEIGHTED VALUE**

15. Total Pounds	16. Total Dollars Received	17. Net Price Received	18. Allowable Cost	19. Adjusted Average Value
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20. Remarks

21. Adjuster-s Signature	Code Number	Date	22. Insured-s Signature	Date
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Company Name: Any Company

Claim No.: XXXXXXXX

<b>STRAWBERRIES SUMMARY OF HARVESTED PRODUCTION</b>	1. Insured-s Name <b>I.M. Insured</b>			2. Crop Year <b>YYYY</b>
	3. Policy Number <b>XXXXXXX</b>	4. Unit Number <b>00100</b>	5. Type/Variety <b>Winter/Camarosa</b>	

6. Name, Address, and Phone Number of Buyer/Packer  
**Big Valley Freezer**  
**109 Berry Rd**  
 Any Town Any State XXXXX (XXX)XXX-XXXX

**PART I - PRODUCTION**

Date 7.	Load, Lot, or Summary 8.	Container Description 9.	Number of Containers 10.	Pounds Per Container 11.	Pounds Delivered 12.	Gross Dollars Received 13.
3/19/YYYY	20-LH01	bin	1050	16	16,800	6,384.00
3/23/YYYY	20-LH05	bin	470	18	8,460	2,707.00
3/27/YYYY	20-LH08	bin	930	16	14,880	5,654.40
4/1/YYYY	20-LH13	bin	625	16	10,000	3,770.00
4/5/YYYY	20-LH18	bin	360	18	6480	2,080.00
4/10/YYYY	20-LH23	bin	260	18	4680	1,604.00
4/16/YYYY	20-LH35	bin	100	18	1800	463.00
<b>14. TOTALS</b>					<b>63,100</b>	<b>\$22,662.40</b>

**PART II - WEIGHTED VALUE**

15. Total Pounds <b>150,000</b>	16. Total Dollars Received <b>\$117,000</b>	17. Net Price Received <b>.78</b>	18. Allowable Cost <b>.35</b>	19. Adjusted Average Value <b>.43</b>
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20. Remarks  
**Selected Modified Minimum Value Option I.**

21. Adjuster's Signature <b>I.M. Adjuster</b>	Code Number <b>12345</b>	Date <b>MM/DD/YYYY</b>	22. Insured-s Signature <b>I.M. Insured</b>	Date <b>MM/DD/YYYY</b>
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## 8. CLAIM FORM ENTRIES AND COMPLETION PROCEDURES

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### A. GENERAL INFORMATION

- (1) The claim form (hereafter referred to as **AProduction Worksheet**) is a progressive form containing all notices of damage for all preliminary and final inspections on a unit.
- (2) If a Production Worksheet has been prepared on a prior inspection, verify each entry and enter additional information as needed. If a change or correction is necessary, strike out all entries on the line and re-enter correct entries on a new line. The adjuster and insured should initial any line deletions.
- (3) Refer to the LAM for instructions regarding the following:
  - (a) Acreage report errors.
  - (b) Delayed notices and delayed claims.
  - (c) Corrected claims or fire losses (double coverage) and cases involving uninsured causes of loss, unusual situations, controversial claims, concealment, or misrepresentation.
  - (d) Claims involving a Certification Form (when all the acreage on the unit has been appraised to be put to another use or other reasons described in the LAM).
  - (e) **ANo Indemnity Due** claims (which must be verified by an APPRAISAL or NOTIFICATION from the insured that the production exceeded the guarantee).
- (4) The adjuster is responsible for determining if any of the insured's requirements under the notice and claim provisions of the policy have not been met. If any have not, the adjuster should contact the insurance provider.
- (5) Instructions labeled **APRELIMINARY** apply to preliminary inspections only. Instructions labeled **AFINAL** apply to final inspections only. Instructions not labeled apply to ALL inspections.

## **B. FORM ENTRIES AND COMPLETION INFORMATION**

Verify or make the following entries:

### **Item**

### **No.            Information Required**

1.            **Crop/Code #:** AStrawberries@(0110).
2.            **Unit #:** Five digit unit number from the Summary of Coverage after it is verified to be correct (e.g., 00100).
3.            **Legal Description:** Section, township, and range number, FSA farm serial number, or other legal description that identifies the location of the unit.
4.            **Date of Damage:** First three letters of the month during which MOST of the insured damage (including progressive damage) occurred for each inspection. Include the SPECIFIC DATE where applicable as in the case of rain damage (e.g., MAR 30).
5.            **Cause of Damage:** Name of insured cause of loss for **this crop** as listed in the LAM. If it is evident that no indemnity is due, enter ANONE.@ If an insured cause of loss is coded as AOther,@explain in the ANarrative.@  
  
**NOTE:** See the Basic Provisions and the crop provisions for this crop for information pertaining to insured and uninsured causes of loss.
6.            **Primary Cause %:**  
  
**PRELIMINARY:** MAKE NO ENTRY.  
  
**FINAL:** Percent of damage for the cause of damage listed in item 5 above that is determined to be the primary cause of damage, to the nearest whole percent. The primary cause of damage must exceed 50 percent (e.g., 51%). Enter an AX@ in the major secondary cause of damage.
7.            **Company/Agency:** Name of the company and agency servicing the contract.
8.            **Name of Insured:** Name of the insured that identifies EXACTLY the person (legal entity) to whom the policy is issued.
9.            **Claim #:** Claim number as assigned by the insurance provider.
10.           **Policy #:** Insured=s assigned policy number.
11.           **Crop Year:** Crop year, as defined in the policy, for which the claim is filed.

12. **Additional Units:**

**PRELIMINARY:** MAKE NO ENTRY.

**FINAL:** Unit number(s) for ALL non-loss units for the crop at the time of final inspection. A non-loss unit is any unit for which a Production Worksheet has not been completed. Additional non-loss units may be entered on a single Production Worksheet.

**NOTE:** If more spaces are needed for non-loss units, enter the unit numbers and identify as **ANon-Loss Units@** in the narrative or on an attached Special Report.

13. **Est. Prod. Per Acre:**

**PRELIMINARY :** MAKE NO ENTRY.

**FINAL:** Estimated yield per acre, in whole pounds, of all non-loss units for the crop at the time of final inspection.

14. **Date(s) Notice of Loss:**

**PRELIMINARY:**

- a. Date the notice of damage was given for the unit in item 2.
- b. A third preliminary inspection (if needed) requires an additional set of Production Worksheets. Enter the date of notice for a third preliminary inspection in the 1st space of item 14 on the second set.
- c. Reserve the **AFinal@** space on the first page of the first set of Production Worksheets for the date of notice for the final inspection.
- d. If the inspection is initiated by the insurance provider, enter **ACompany Insp@** instead of the date.

**FINAL:** Transfer the last date in the 1st or 2nd space to the FINAL space if a final inspection should be made as a result of the notice. Always enter the complete date of notice (month, day, year) for the FINAL inspection in the FINAL space on the first page of the first set of Production Worksheets. For a delayed notice of loss or delayed claim, refer to the LAM.

15. **Companion Policy(s):**

- a. If no other person has a share in the unit (insured has 100 percent share), MAKE NO ENTRY.
- b. In all cases where the insured has LESS than a 100 percent share of a loss-affected unit, ask the insured if the OTHER person sharing in the unit has a multiple-peril crop insurance contract (i.e., not crop-hail, fire, etc.). If the other person does not, enter **ANONE.@**

- (1) If the other person has a multiple-peril crop insurance contract and it can be determined that the SAME insurance provider services it, enter the contract number. Handle these companion policies according to insurance provider instructions.
- (2) If the OTHER person has a multiple-peril crop insurance contract and a DIFFERENT insurance provider or agent services it, enter the name of the insurance provider and/or agent (and contract number) if known.
- (3) If unable to verify the existence of a companion contract, enter AUnknown,@ and contact the insurance provider for further instructions.

**NOTE:** See the LAM for further information regarding companion contracts.

## **SECTION I - ACREAGE APPRAISED, PRODUCTION AND ADJUSTMENTS**

Make separate line entries for varying:

- (1) Rate classes, types, or farming practices;
- (2) Appraisals;
- (3) Stages or intended use(s) of acreage;
- (4) Shares (e.g., 50 percent and 75 percent shares on the same unit); or
- (5) Appraisals for damage due to hail or fire if Hail and Fire Exclusion is in effect.

**Verify or make the following entries:**

**Item**

**No.**

**Information Required**

A. **Field ID:** The field identification symbol from a sketch map or an aerial photo. See the narrative. In the margin (or in a separate column), enter the date of inspection for the last line entry of each inspection.

B. **Preliminary Acres:**

**PRELIMINARY:** The number of acres, to tenths, (include AE@ if estimated), for which consent for other use has been given. Determine actual acreage, to tenths, when the boundaries of the appraised acreage may not be determined later.

**FINAL:** MAKE NO ENTRY.



C. **Final Acres:** See the LAM for definition of acceptable determined acres used herein. Determined acres to tenths (include AE@ if estimated) for which consent is given for other use and/or:

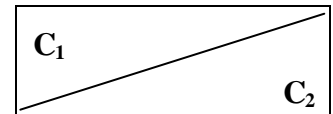
- a. Put to other use without consent.
- b. Abandoned.
- c. Damaged by uninsured causes.
- d. For which the insured failed to provide acceptable records of production.
- e. From which production was sold by direct marketing if the insured failed to meet the requirements contained in the crop provisions.

**FINAL:** Determined acres to tenths.

**NOTE:** Acreage breakdowns WITHIN a unit may be estimated (enter AE@ in front of the acres) if a determination is impractical AND if authorization was received from the insurance provider. Document authorization in the Narrative.

ACCOUNT FOR ALL ACREAGE IN THE UNIT. In the event of over reported acres, handle in accordance with individual insurance provider's instructions. In the event of under-reported acres, draw a diagonal line in Column AC@ as shown.

- C<sub>1</sub> Enter the ACTUAL acres for the field or subfield.
- C<sub>2</sub> Enter the REPORTED acres for the field or subfield



- D. **Interest or Share:** Insured's interest in crop to three decimal places as determined at the time of inspection. If shares vary on the same UNIT, use separate line entries.
- E. **Risk:** The correct rate class from the actuarial documents. Verify with the Summary of Coverage, and if the rate class is found to be incorrect, revise according to insurance provider's instructions. See the LAM.
- F. **Practice:** Three-digit code number, entered exactly as specified on the actuarial documents, for the practice carried out by the insured. If ANo Practice Specified,@enter appropriate 3-digit code number from the actuarial documents.
- G. **Type/Class/Variety:** Three-digit code number, entered exactly as specified on the actuarial documents, for the type grown by the insured. If ANo Type Specified,@enter appropriate 3-digit code number from the actuarial documents.
- H. **Stage:**

**PRELIMINARY:** MAKE NO ENTRY.

**FINAL:** Stage abbreviation as shown below.

<u>STAGE</u>	<u>EXPLANATION</u>
AP@ . . . . .	Acreage abandoned without consent, put to other use without consent, damaged solely by uninsured causes, for which the insured failed to provide records of production which are acceptable to the insurance provider, or from which production was sold by direct marketing if the insured failed to meet the requirements contained in the crop provisions.
AH@ . . . . .	Harvested.
AUH@ . . . . .	Unharvested or put to other use with consent.

**GLEANED ACREAGE: See Bulletin No. MGR-99-023, dated June 28, 1999, and Bulletin No. MGR-99-023.1, dated October 6, 1999, (or the LAM after bulletins have been incorporated) for more information on gleaning.**

I. **Intended or Final Use:** Use of Acreage. Use the following AIntended Use@ abbreviations.

<u>USE</u>	<u>EXPLANATION</u>
ATo Cucumbers, Etc.@	Use made of the acreage
AWOC@ . . . . .	Other use without consent
ASU@ . . . . .	Solely uninsured
AABA@ . . . . .	Abandoned without consent
AH@ . . . . .	Harvested
AUH@ . . . . .	Unharvested

Verify any AIntended Use@ entry. If the final use of the acreage was not as indicated, strike out the original line and initial it. Enter all data on a new line showing the correct AFinal Use@.

**GLEANED ACREAGE: See Bulletin No. MGR-99-023, dated June 28, 1999, and Bulletin No. MGR-99-023.1, dated October 6, 1999, (or the LAM after bulletins have been incorporated) for more information on gleaning.**

J. **Appraised Potential:** Per acre appraisal in whole pounds of POTENTIAL production for the acreage appraised. See appraisal methods for additional instructions.

**NOTE:** If there is no potential on UH acreage, enter A0@.

K<sub>1</sub>- K<sub>2</sub>. MAKE NO ENTRY.

L. **Shell and/or Quality Factor:** Line out the heading and enter AValue@ For appraised production enter the greater of:

- a. Actual value per pound, in dollars and cents, determined from a sample provided to a buyer in the local market area; or

b. Minimum value per pound, in dollars and cents, shown in the Special Provisions.

M. + **Uninsured Cause:** EXPLAIN IN THE NARRATIVE.

a. Hail and Fire exclusion NOT in effect.

(1) Enter NOT LESS than the insured-s amount of insurance per acre in whole dollars for any AP@ stage acreage, including acreage from which production is direct marketed without a timely notice of intent to direct market.

**NOTE:** On preliminary inspections, advise the insured to keep the harvested production from any acreage damaged SOLELY by uninsured causes separate from other production.

(2) For acreage that is damaged PARTLY by uninsured causes, enter the APPRAISED UNINSURED loss of production per acre in dollars and cents for any such acreage.

b. Refer to the LAM when a Hail and Fire Exclusion is in effect and damage is from hail or fire.

c. Enter the result of adding uninsured cause appraisals to Hail and Fire Exclusion appraisals.

**NOTE:** For fire losses, if the insured also has other fire insurance (double coverage), refer to the LAM.

N. **Adjusted Potential:** The result of Column AJ@ times Column AL,@ plus Column AM@ rounded to dollars and cents.

O. **Total to Count:** Column AC@ or AC<sub>1</sub>@ (**actual** acres) times Column AN,@ rounded to whole dollars.

**NOTE:** For CAT policies multiply result times .55, unless otherwise instructed by the insurance provider because adjustment will be made by other manual or automated computation process.

P. **Per Acre:** Per Acre Amount of Insurance - Enter the per acre Amount of Insurance from the insured-s policy, rounded to whole dollars.

Q. **Total:** Column AC<sub>2</sub>@ (**reported** acres; AC@ if acreage is not under-reported) times Column AP@ to whole dollars.

16. **Total Acres:**

**PRELIMINARY:** MAKE NO ENTRY.

**FINAL:** Total Actual Acres [Column AC@ (or AC<sub>1</sub>@ if there are under-reported acres)], to tenths.

**NOTE:** FOR ITEM 17. WHEN SEPARATE LINE ENTRIES ARE MADE FOR VARYING SHARES, TYPES, ETC., WITHIN THE UNIT, AND TOTALS NEED TO BE KEPT SEPARATE FOR CALCULATING INDEMNITIES, MAKE NO ENTRY AND FOLLOW THE INSURANCE PROVIDER-S INSTRUCTIONS; OTHERWISE, MAKE THE FOLLOWING ENTRIES.

17. **Totals:**

**PRELIMINARY:** MAKE NO ENTRY.

**FINAL:** Total of Column **AO** and Total of Column **AQ**.

**NARRATIVE:**

If more space is needed, document on a Special Report, and enter **ASee Special Report**. Attach the Special Report to the Production Worksheet.

- a. If no acreage is released on the unit, enter **ANo acreage released**, adjuster's initials, and date.
- b. If notice of damage was given and **ANo Inspection** is necessary, enter the unit number(s), **ANo Inspection**, date, and adjuster's initials. The insured's signature is not required.
- c. Explain any uninsured causes, unusual, or controversial cases.
- d. If there is an appraisal in Section I, item **AM** for uninsured causes due to a Hail and Fire Exclusion, show the original hail/fire liability per acre and the hail/fire indemnity per acre.
- e. Document the actual appraisal date if an appraisal was performed prior to the adjuster's signature date on the appraisal worksheet, and the date of the appraisal is not recorded on the appraisal worksheet.
- f. State that there is **ANo other fire insurance** when fire damages or destroys the insured crop and it is determined that the insured has no other fire insurance. Also see the LAM.
- g. Explain any errors found on the Summary of Coverage.
- h. Explain any commingled production. See the LAM.
- i. Explain any entry for **AProduction Not to Count** in Section II, item **AO**, and/or any production not included in Section II, item **AI** or item **AB** - **AE** entries (e.g., harvested production from uninsured acreage that can be identified separately from the insured acreage in the unit).
- j. Explain a **ANO** checked in item 19.
- k. Attach an aerial photograph for field ID's to identify the total unit:
  - (1) If consent is or has been given to put part of the unit to another use or to replant;
  - (2) If uninsured causes are present; or
  - (3) or unusual or controversial cases.

**NOTE:** Indicate on the Planting Record Plat Map or aerial photo, the disposition of acreage destroyed or put to other use with or without consent.

- l. Explain any difference between date of inspection and signature dates. For an ABSENTEE insured, enter the date of the inspection AND the date of mailing the Production Worksheet for signature.
- m. When any other adjuster or supervisor accompanied the adjuster on the inspection, enter the code number of the other adjuster or supervisor and date of inspection.
- n. Explain the reason for a ANo Indemnity Due@claim. ANo Indemnity Due@claims are to be distributed in accordance with the insurance provider instructions.
- o. Explain any delayed notices or delayed claims as instructed in the LAM.
- p. Document any authorized estimated acres shown in Section I, item AC@as follows: ALine 3 'E' acres authorized by insurance provider MM/DD/YYYY.@
- q. Document the method and calculation used to determine acres for the unit. See the LAM.
- r. Specify the type of insects or disease when the insured cause of damage or loss is listed as insects or disease. Explain why control measures did not work.
- s. Explain any A0@potential (plants with no berries).
- t. Document the name and address of the charitable organization when gleaned acreage is applicable. See Bulletin No. MGR-99-023, dated June 28, 1999, and Bulletin No. MGR-99-023.1, dated October 6, 1999, (or the LAM after bulletins have been incorporated) for more information on gleaning.
- u. Document any other pertinent information, including any data to support any factors used to calculate the production. If on an attachment, enter ASee attachment.@

## SECTION II - HARVESTED PRODUCTION

### GENERAL INFORMATION:

- (1) Account for ALL HARVESTED PRODUCTION (for ALL ENTITIES sharing in the crop).
- (2) Separate line entries for each buyer are not required. Buyers are reported separately on the Summary of Harvested Production Worksheets and combined in Part II Weighted Value on the last page of the summaries. Total Pounds (item 15) and Adjusted Average Value (item 19) of the Summary of Harvested Production are used to calculate the value of all harvested production.
- (3) The insured must maintain satisfactory records of ALL production sold. Verify any packing house or processor records. If acceptable sales records are not available, refer to the LAM.

- (4) If additional lines are necessary, the data may be entered on a continuation sheet.  
USE SEPARATE LINES FOR:
- (a) Harvested fruit of any type that failed to meet the applicable grade (quality) requirements because of INSURED damage.
  - (b) Varying shares; e.g., 50 percent and 75 percent shares on the same unit.
  - (c) Varying determinations of production (varying value, etc.).
- (5) There will generally be no harvested production entries in items AA<sub>1</sub>@ through AS@ for preliminary inspections.

**Verify or make the following entries:**

**Item  
No.**

**Information Required**

18. **Date Harvest Completed: (Used to determine if there is a delayed notice or a delayed claim. See the LAM.)**

**PRELIMINARY: MAKE NO ENTRY.**

**FINAL:**

- a. The earlier of the date the ENTIRE acreage on the unit was (1) harvested, (2) totally destroyed, (3) put to other use, (4) a combination of harvested, destroyed, put to other use, or (5) the calendar date for the end of the insurance period;
- b. If at the time of final inspection (if prior to the end of the insurance period), there is any insured unharvested insured acreage remaining on the unit that the insured does not intend to harvest; enter **AINcomplete**.@
- c. If at the time of final inspection (if prior to the end of the insurance period), **none** of the insured acreage on the unit has been harvested, and the insured does not intend to harvest such acreage, enter **AINo Harvest**.@
- d. If the case involves a Certification Form, enter the date from the Certification Form when the entire unit is put to another use, replanting is complete for the unit, etc. See the LAM.

19. **Similar Damage:**

**PRELIMINARY: MAKE NO ENTRY.**

**FINAL:** Check **AYes**@ or **AINo**.@ Check **AYes**@ if amount and cause of damage due to insurable causes is similar to the experience of other farms in the area. If **AINo**@ is checked, explain in the narrative.

20. **Assignment of Indemnity:** Check **AYes@only** if an assignment of indemnity is in effect for the crop year; otherwise, check **ANo.@** Refer to the LAM.
21. **Transfer of Right to Indemnity:** Check **AYes@only** if a transfer of right to indemnity is in effect for the unit for the crop year; otherwise, check **ANo.@** Refer to the LAM.
- A<sub>1</sub>. **Share:** RECORD ONLY VARYING SHARES on SAME unit to three decimal places.
- A<sub>2</sub>. **Field ID:** If only one practice and/or type of harvested production is listed in Section I, MAKE NO ENTRY.
- If more than one practice and/or type of harvested production is listed in Section I, indicate for each practice/type the corresponding Field ID (from Section I, item **AA@**).
- B. - E. **Length or Diameter, Width, Depth, Deductions:** Enter the buyer's name and address, if applicable, for:
- a. Production sold to a shipper, handler, broker, or processor (see subsection 7 C Summary of Harvested Production).
  - b. Unsold production enter **AUNSOLD.@**
  - c. U-pick production sold from insurable acreage, enter **AU-PICK.@**
  - d. Production direct marketed (excluding U-pick) from insurable acreage, enter **ADIRECT MARKETED.@**
- F. - H. MAKE NO ENTRY.
- I. **Bu., Ton, Lbs., Cwt.:**
- a. Circle **ALbs.@** in column heading.
  - b. Total production in whole pounds, delivered to the buyer or processor (from item 15, Summary of Harvested Production).
- J. - M<sub>2</sub>. MAKE NO ENTRY.
- N. **Adjusted Production:** Enter whole pounds from Column **AI.@**
- O. **Prod. Not to Count:**
- a. Number of pounds from harvested acreage damaged solely by uninsured causes.
  - b. If production records are NOT available from acreage damaged solely by uninsured causes, MAKE NO ENTRY.

**NOTE:** THIS ENTRY MUST NEVER EXCEED PRODUCTION SHOWN ON THE SAME LINE. EXPLAIN ANY APRODUCTION NOT TO COUNT@IN THE NARRATIVE.

- P. **Production:** Result of subtracting the entry in Column AO@ from Column AN.@
- Q<sub>1</sub>. **Value:** Enter the minimum value per pound for strawberries that were harvested and sold, and for unsold marketable strawberries.
- a. The value per pound for SOLD production will be the applicable of (1), (2), or (3) below:
    - (1) The minimum value per pound shown in the Special Provisions, if a minimum value option is NOT in effect;
    - (2) The Modified Minimum Value Option I value per pound shown in the Special Provisions, if the Modified Minimum Value Option I is in effect; or
    - (3) The Modified Minimum Value Option II value per pound shown in the Special Provisions, if the Modified Minimum Value Option II is in effect.
  - b. For UNSOLD, MARKETABLE harvested production, enter not less than the minimum value per pound as listed in the Special Provisions, without regard to the selection of Modified Minimum Value Options.
- Q<sub>2</sub>. **Mkt. Price:** Enter the adjusted average value per pound (not less than zero) of sold or unsold harvested production from item 19 of the Summary of Harvested Production. If such production has no value, enter A0.00.@
- R. **Quality Factor:** Enter the greater of (Column AQ<sub>1</sub>@) or (Column AQ<sub>2</sub>@).
- S. **Production to Count:** Production from Column AP@ times Column AR,@ rounded to whole dollars.

**NOTE:** For CAT policies, multiply result by .55, unless otherwise instructed by the insurance provider because adjustment will be made by other manual or automated computation process.

**NOTE:** FOR ITEMS 22-24. WHEN SEPARATE LINE ENTRIES ARE MADE FOR VARYING SHARES, ETC., WITHIN THE UNIT, AND TOTALS NEED TO BE KEPT SEPARATE FOR CALCULATING INDEMNITIES, MAKE NO ENTRY AND FOLLOW THE INSURANCE PROVIDER-S INSTRUCTIONS; OTHERWISE, MAKE THE FOLLOWING ENTRIES.

22. **Section II Total:**

**PRELIMINARY:** MAKE NO ENTRY.

**FINAL:** Total of Column AS,@ in whole dollars.



23. **Section I Total:**

**PRELIMINARY:** MAKE NO ENTRY.

**FINAL:** Enter figure from Section I, Column "O" total, in whole dollars.

24. **Unit Total:**

**PRELIMINARY:** MAKE NO ENTRY.

**FINAL:** Total of 22 and 23, in whole dollars.

25. **Adjuster's Signature, Code #, and Date:** Signature of adjuster, code number, and date signed **after** the insured (or insured's authorized representative) has signed. For an absentee insured, enter adjuster's code number **ONLY**. The signature and date will be entered **AFTER** the absentee has signed and returned the Production Worksheet.

**NOTE:** Final indemnity inspections should be signed on the bottom line.

26. **Insured's Signature and Date:** Insured's (or insured's authorized representative's) signature and date. **BEFORE** obtaining insured's signature, **REVIEW ALL ENTRIES** on the Production Worksheet **WITH THE INSURED**, particularly explaining codes, etc., that may not be readily understood.

**NOTE:** Final indemnity inspections should be signed on the bottom line.

27. **Page Numbers:**

**PRELIMINARY:** Page numbers - "1," "2," etc., at the time of inspection.

**FINAL:** Page numbers - (Example: Page 1 of 1, Page 1 of 2, Page 2 of 2, etc.).

**PRODUCTION WORKSHEET  
(FOR ILLUSTRATION PURPOSES ONLY)**

1 Crop/Code# Strawberries 0110	2 Unit # 00100	3 Legal Description SW 5-30S-9E
4 Date of Damage MAR 30	5 Cause of Damage Rain	Freeze
6 Primary Cause % 60	X	
12 Additional Units 00200		
13 Est. Prod. Per Acre 35000		

7 Company Any Company  
Agency Any Agency

8 Name of Insured I. M. Insured			
9 Claim # XXXXXXXX		11 Crop Year YYYY	
10 Policy # XXXXXXXX			
14 Date(s) Notice of Loss	1 <sup>st</sup> MM/DD/YYYY	2 <sup>nd</sup>	Final MM/DD/YYYY
15 Companion Policy(s)			

**SECTION I – ACREAGE APPRAISED, PRODUCTION AND ADJUSTMENTS**

ACTUARIAL									POTENTIAL YIELD					STAGE GUARANTEE		
A	B	C	D	E	F	G	H	I	J	K <sub>1</sub> K <sub>2</sub>	L Value	M	N	O	P	Q
Field ID	Prelim Acres	Final Acres	Interest or Share	Risk	Practice	Type Class Variety	Stage	Intended or Final Use	Appraised Potential	Moisture % Factor	Shell and/or Quality Factor	+ Uninsured Cause	Adjusted Potential	Total to Count (C x N)	Per Acre	Total (C x P)
1 M/D	10.0	10.0	1.000	D01	002	211	UH	To Peppers	13,086	-----	.20		2,617.20	26,172	8,250	82,500
2A		9.0	1.000	D01	002	211	H	H		-----					8,250	74,250
2B M/D		1.0	1.000	D01	002	211	P	WOC		-----		8,250	8,250.00	8,250	8,250	8,250
16 TOTAL	20.0													17 TOTALS	34,422	165,000

**NARRATIVE** (If more space is needed, attach a Special Report) Field 1 was appraised, released and planted to peppers. Fields 1 and 2A permanent field measurements, see attached FSA aerial photo map. Field 2B wheel measured. Field 2B destroyed without consent.

**SECTION II – HARVESTED PRODUCTION**

18 Date Harvest Completed 06/15/YYYY	19 Is damage similar to other farms in the area? Yes <input checked="" type="checkbox"/> No <input type="checkbox"/>	20 Assignment of Indemnity? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>	21 Transfer of Right To Indemnity? Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>
---	---	--	---

MEASUREMENTS					GROSS PRODUCTION				ADJUSTMENTS TO HARVESTED PRODUCTION									
A <sub>1</sub> A <sub>2</sub>	B	C	D	E	F	G	H	I	J	K <sub>1</sub> K <sub>2</sub>	L <sub>1</sub> L <sub>2</sub>	M <sub>1</sub> M <sub>2</sub>	N	O	P	Q <sub>1</sub> Q <sub>2</sub>	R	S
Share Field ID	Length or Diameter	Width	Depth	Deduction	Net Cubic Feet	Conversion Factor	Gross Prod. (F x G)	Bu. Ton (Lbs.) Cwt.	Shell/Sugar Factor	FM% Factor	Moisture% Factor	Test Wt. Factor	Adjusted Production (Horl) x J x K <sub>2</sub> x L <sub>2</sub> x M <sub>2</sub>	Prod. Not To Count	Production (N - O)	Value Mkt. Price	Quality Factor (Q <sub>1</sub> ÷ Q <sub>2</sub> )	Production To Count (P x R)
	Sold							150,000					150,000		150,000	.10 .43	.43	64,500

I certify the information provided above, to the best of my knowledge, to be true and complete and that it will be used to determine my loss, if any, to my insured crops. I understand that this Production Worksheet and supporting papers are subject to audit and approval by the company. I understand that this crop insurance is subsidized and reinsured by the Federal Crop Insurance Corporation, an agency of the United States. I understand that any false or inaccurate information may result in the sanctions outlined in my policy and administrative, civil, and criminal sanctions under 18 U.S.C. §§ 1006 and 1014, 7 U.S.C. § 1506, 31 U.S.C. §§ 3729 and 3730 and other federal statutes	22 Section II Total	64,500
	23 Section I Total	34,422
	24 Unit Total	98,922

25 Adjuster's Signature	Code #	Date	26 Insured's Signature	Date
1 <sup>st</sup> Inspection	I. M. Adjuster	12345	1 <sup>st</sup> Inspection	I. M. Insured
2 <sup>nd</sup> Inspection			2 <sup>nd</sup> Inspection	
Final Inspection	I. M. Adjuster	12345	Final Inspection	I. M. Insured

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## 9. REFERENCE MATERIAL

**TABLE A - MINIMUM REPRESENTATIVE SAMPLE REQUIREMENTS**

ACRES IN FIELD OR SUBFIELD	MINIMUM NO. OF SAMPLES
0.1 - 10.0	3
10.1 - 20.0	4
Add one additional sample for each additional 10.0 acres (or fraction thereof) in the field or subfield.	

**TABLE B - SAMPLE ROW LENGTH FOR 1/1000 OF AN ACRE**

ROW WIDTH (FEET TO TENTHS)	ROW LENGTH (FEET TO TENTHS)	ROW WIDTH (FEET TO TENTHS)	ROW LENGTH (FEET TO TENTHS)
.50 (6 in.)	87.1	1.92 (23 in.)	22.7
.58 (7 in.)	75.1	2.00 (24 in.)	21.8
.67 (8 in.)	65.0	2.08 (25 in.)	20.9
.75 (9 in.)	58.1	2.17 (26 in.)	20.1
.83 (10 in.)	52.5	2.25 (27 in.)	19.4
.92 (11 in.)	47.3	2.33 (28 in.)	18.7
1.00 (12 in.)	43.6	2.42 (29 in.)	18.0
1.08 (13 in.)	40.3	2.50 (30 in.)	17.4
1.17 (14 in.)	37.2	2.58 (31 in.)	16.9
1.25 (15 in.)	34.8	2.67 (32 in.)	16.3
1.33 (16 in.)	32.8	2.75 (33 in.)	15.8
1.42 (17 in.)	30.7	2.83 (34 in.)	15.4
1.50 (18 in.)	29.0	2.92 (35 in.)	14.9
1.58 (19 in.)	27.6	3.00 (36 in.)	14.5
1.67 (20 in.)	26.1	3.08 (37 in.)	14.1
1.75 (21 in.)	24.9	3.17 (38 in.)	13.7
1.83 (22 in.)	23.8	3.25 (39 in.)	13.4

One acre is equal to 43,560 square feet. Linear feet of row per acre equals 43,560 square feet divided by the row width in feet to tenths. Divide the result by 1000 to obtain the 1/1000 per acre sample row length (rounded to tenths). For a 1/1000 of an acre sample that spans the width of the bed (includes all rows), divide the sample row length shown in the table by the number of rows in the bed to obtain the sample bed length.

**EXAMPLE:** 5 foot raised bed with 4 rows (15 inch average row spacing), the table shows the result of 43,560 sq. ft. per acre ÷ 1.25 (or 15 inches) row width = 34,848 linear feet of row per acre. 34,848 linear feet ÷ 1000 = 34.8 foot row length for a one-row 1/1000 of an acre sample. For a 4 row 1/1000 of an acre sample that spans the entire width of the planting bed, divide 34.8 foot row length by 4 rows = 8.7 foot bed length. If a larger sample size is needed, use 34.8 foot row length and include all 4 rows in the bed for a sample size of 4/1000 (or 1/250) of an acre.

**TABLE C - POTENTIAL PRODUCTION**

**California Counties:**

	Ventura		Santa Barbara	Fresno	Merced
First Day of Month	Winter Planting Pounds Per Acre	Summer Planting Pounds Per Acre	Winter Planting Pounds Per Acre	Summer Planting Pounds Per Acre	Summer Planting Pounds Per Acre
August		15,000		24,000	24,000
September		15,000		24,000	24,000
October		14,420		24,000	24,000
November	60,000	7,280	55,000	23,587	23,587
December	60,000	1,440	55,000	23,380	23,380
January	60,000	0	55,000	23,380	23,380
February	57,600		55,000	23,380	23,380
March	54,360		55,000	23,380	23,380
April	40,860		51,400	23,380	23,380
May	17,660		41,250	17,000	17,000
June	4,160		19,250	6,620	6,620
July	0		4,750	0	0

**NOTE:** Pounds per acre for each month reflect the potential production remaining through the end of the insurance period.

**EXAMPLE:** For Ventura County, winter planted acreage, the 60,000 pounds for the month of November reflect the potential production remaining from the first day of November through the last day of July, while the 57,600 pounds for the month of February reflect the potential production remaining from the first day of February through the last day of July.

**TABLE C - POTENTIAL PRODUCTION (Continued)**

**Florida Counties:**

	<b>Hillsborough and Manatee Counties</b>
<b>First Day of Month</b>	<b>Winter Planting Pounds Per Acre</b>
December	28,500
January	27,415
February	23,491
March	17,055
April	5,570

**NOTE:** Pounds per acre for each month reflect the potential production remaining through the end of the insurance period.

**Louisiana Counties: Livingston and Tangipahoa; Single Row Planting.**

<b>Month/Days</b>	<b>Pounds Per Acre</b>	
	<b>Single Row Planting</b>	<b>Double Row Planting</b>
February 20 - 29	54,628	67,450
March 1-15	54,248	66,200
March 16 - 31	53,263	64,325
April 1 - 30	35,375	43,125
May 1-15	1,625	3,125

**NOTE:** Pounds per acre for each time period reflect the potential production remaining through the end of the insurance period.

**North Carolina Counties: Brunswick, Columbus, Cumberland, Duplin, New Hanover, Pender, and Robeson.**

<b>Month/Days</b>	<b>Pounds Per Acre</b>
April 10 - 30	18,540
May 1- 15	7,740

**NOTE:** Pounds per acre for each time period reflect the potential production remaining through the end of the insurance period.

**TABLE C - POTENTIAL PRODUCTION (Continued)**

**North Carolina Counties: Johnston and Wake.**

<b>Month/Days</b>	<b>Pounds Per Acre</b>
April 15- 30	17,960
May 1- 20	10,260

**NOTE:** Pounds per acre for each time period reflect the potential production remaining through the end of the insurance period.

**North Carolina Counties: Guilford.**

<b>Month/Days</b>	<b>Pounds Per Acre</b>
April 25 - 30	18,540
May 1- 31	16,020

**NOTE:** Pounds per acre for each time period reflect the potential production remaining through the end of the insurance period.

**North Carolina Counties: Buncombe, Haywood, and Henderson.**

<b>Month/Days</b>	<b>Pounds Per Acre</b>
May 10 - 31	19,080
June 1 - 15	7,740

**NOTE:** Pounds per acre for each time period reflect the potential production remaining through the end of the insurance period.

**TABLE D - STANDARD CONTAINER WEIGHTS**

State/ UPC No.	Container Types	Number Per Flat (12 x 20)	Average Weight (Pounds Per Flat)
<b>California:</b>			
33383 20001	1 pint mesh (12 ounce)	12 per flat	12.0
33383 20002	1 quart mesh (24 ounces)	6 per flat	11.0
33383 20003	1 pint mesh (half-flat)	12 per flat	6.0
33383 20004	1 pint mesh (flat)	12 per flat	12.0
33383 20005	8.8 ounce clamshell	12 per flat	6.6
33383 20026	8 ounce clamshell	12 per flat	6.0
33383 20027	1 pound clamshell	8 per flat	8.0
33383 20030	2 pound clamshell	4 per flat	8.0
33383 20031	Stem berries: 1 pound box	4 per flat	4.0
33383 20032	Stem berries: 8 ounce box	8 per flat	4.0
<b>Florida:</b>			
20104	Flat		11.0
20126	8 ounce container		8.0
20127	1 pound container		8.5
20130	2 pound clamshell		10.0
<b>Louisiana:</b>			
	Flat		10.0
<b>North Carolina:</b>			
			(Pounds Per Container)
	4 quart bucket		5.0
	5 quart bucket		6.0
	1 gallon basket (cardboard)		6.0

**NOTE:** For containers not listed above, determine the average weight using producer/buyer records or, if possible, fill a container with several samples of marketable production, weigh the samples and determine the average weight in pound to tenths the container will hold.

COMPANY NAME: Any Company

CLAIM NO.: XXXXXXXX

<b>FCI-74-A</b> (Strawberries) (Rev. 11-99)	USDA-FCIC	1. INSURED'S NAME	2. POLICY NO.	3. UNIT NO.	4. CROP YEAR	5. TYPE/VARIETY
<b>STRAWBERRY APPRAISAL WORKSHEET</b>		6. BED WIDTH	7. NUMBER OF ROWS	8. ROW WIDTH	9. PLANT SPACING	10. FRACTION OF AN ACRE

**PART I: POTENTIAL PRODUCTION**

FIELD ID	CALENDER DATES FOR HARVEST PERIOD	NUMBER OF DAYS	PICKING INTERVAL	CALCULATED NO. OF PICKINGS	LBS. PER ACRE PER PICKING	TOTAL LBS. PER ACRE
11	12	13	14	15	16	17
		÷	÷	x		÷
		÷	÷	x		÷
		÷	÷	x		÷
					18. TOTAL LBS. PER ACRE EXPECTED PRODUCTION	

**PART II: STAND REDUCTION**

FIELD ID	ACRES	21 NUMBER OR SURVIVING PLANTS PER SAMPLE							23 SURVIVING			%	EXPECTED POTENTIAL PROD.	ADJUSTED POTENTIAL PROD.	AVG. SAMPLE WEIGHT	FACTOR	SAMPLE LBS. PER ACRE	TOTAL LBS. PER ACRE (27 + 30)	
		22 NUMBER OF ORIGINAL PLANTS PER SAMPLE							24 ORIGINAL										
19	20											25	26	27	28	29	30	31	
		21								23	÷	=	x	=		x	=		
		22								24	÷	=	x	=		x	=		
		21								23	÷	=	x	=		x	=		
		22								24	÷	=	x	=		x	=		
		21								23	÷	=	x	=		x	=		
		22								24	÷	=	x	=		x	=		

32. REMARKS

33. ADJUSTER'S SIGNATURE AND CODE NO.	DATE	34. INSURED'S SIGNATURE	DATE
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### **COLLECTION OF INFORMATION AND DATA (PRIVACY ACT)**

To the extent that the information requested herein relates to your individual capacity as opposed to your business capacity, the following statements are made in accordance with the Privacy Act of 1974, as amended (5 U.S.C. 552a). The authority for requesting information to be furnished on this form is the Federal Crop Insurance Act, (7 U.S.C. 1501 et seq.) and the Federal crop insurance regulations contained in 7 C.F.R. chapter IV.

Collection of the social security account number (SSN) or the employer identification number (EIN) is authorized by section 506 of the Federal Crop Insurance Act (7 U.S.C. 1506), and is required as a condition of eligibility for participation in the Federal crop insurance program. The primary use of the SSN or EIN is to correctly identify you, and any other person with an interest in you or your entity of 10 percent or more, as a policyholder within the systems maintained by the Federal Crop Insurance Corporation (FCIC). Furnishing the SSN or EIN is voluntary; however, failure to furnish that number will result in denial of program participation and benefits.

The balance of the information requested is necessary for the insurance company and FCIC to process this form to: provide insurance; provide reinsurance; determine eligibility; determine the correct parties to the agreement; determine and collect premiums or other monetary amounts (including administrative fees and over payments); and pay benefits. The information furnished on this form will be used by Federal agencies, FCIC employees, insurance companies, and contractors who require such information in the performance of their duties. The information may be furnished to: FCIC contract agencies, employees and loss adjusters; reinsured companies; other agencies within the United States Department of Agriculture; The Department of Treasury including the Internal Revenue Service; the Department of Justice, or other Federal or State law enforcement agencies; credit reporting agencies and collection agencies; other Federal agencies as requested in computer matching programs; and in response to judicial orders in the course of litigation. The information may also be furnished to congressional representatives and senators making inquiries on your behalf. Furnishing the information required by this form is voluntary; however, failure to report the correct and complete information requested may result in rejection of this form; rejection of any claim for indemnity, replanting payment, or other benefit; ineligibility for insurance; and a unilateral determination of any monetary amounts due.

### **PAPERWORK REDUCTION ACT**

In accordance with the Paperwork Reduction Act, public reporting burden for the collection of information is estimated to average 60 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate, or any other aspect of this collection information, including suggestions for reducing this burden to the Department of Agriculture, Clearance Officer, OIRM (OMB No. 0563-0053), Stop 7630, Washington, D.C. 20250-7630.

### **NONDISCRIMINATION STATEMENT**

The U.S. Department of Agriculture (USDA) prohibits discrimination in all its programs and activities on the basis of race, color, national origin, gender, religion, age, disability, political beliefs, sexual orientation, and marital or family status. (Not all prohibited bases apply to all programs.) Persons with disabilities who require alternative means for communication of program information (Braille, large print, audiotape, etc.) should contact USDA's TARGET Center at (202) 720-2600 (voice and TDD).

To file a complaint of discrimination, write USDA, Director, Office of Civil Rights, Room 326-W, Whitten Building, 1400 Independence Avenue, SW, Washington, D.C. 20250-9410 or call (202) 720-5964 (voice or TDD). USDA is an equal opportunity provider and employer.

Company Name:

Claim No.:

<b>FCI-74-B (Strawberries)</b> <b>USDA/FCIC</b> <small>(11-99)</small>  <b>STRAWBERRIES</b> <b>SUMMARY OF HARVESTED PRODUCTION</b>	1. Insured's Name		2. Crop Year
	3. Policy Number	4. Unit Number	5. Type/Variety

6. Name, Address, and Phone Number of Buyer/Packer

**PART I - PRODUCTION**

Date 7.	Load, Lot, or Summary 8.	Container Description 9.	Number of Containers 10.	Pounds Per Container 11.	Pounds Delivered 12.	Gross Dollars Received 13.
				<b>14. TOTALS</b>		

**PART II - WEIGHTED VALUE**

15. Total Pounds	16. Total Dollars Received	17. Net Price Received	18. Allowable Cost	19. Adjusted Average Value
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20. Remarks

21. Adjuster's Signature	Code Number	Date	22. Insured's Signature	Date
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### **PAPERWORK REDUCTION ACT**

In accordance with the Paperwork Reduction Act, public reporting burden for the collection of information is estimated to average 25 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding this burden estimate, or any other aspect of this collection information, including suggestions for reducing this burden to the Department of Agriculture, Clearance Officer, OIRM (OMB No. 0563-0053), Stop 7630, Washington, D.C. 20250-7630.

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