



**United States  
Department of  
Agriculture**

February 21, 2003

EOD-121

Farm and Foreign  
Agricultural Services

## **Notice to the Trade**

Farm Service  
Agency

**To: Commodity Suppliers, Booking Agents, Ports, Steamship Lines**

Kansas City  
Commodity Office  
P.O. Box 419205  
Kansas City,  
Missouri  
64141-6205

**Subject: Shipment Information Log (KC-366) Distribution**

This Notice is being issued to facilitate timely and accurate reporting of overage, shortage, and damage information after unloading of conveyances on bridge and F.A.S. shipments.

Currently, not all commodity suppliers are receiving copies of the KC-366, especially from intermodal shipments. The KC-366 contains the shortage, overage, and damaged commodity information that commodity suppliers need to file claims against transportation companies.

The Kansas City Commodity Office requests that the agent or party responsible for unloading the conveyance at the unloading point send the KC-366, with completed EX Railcar information, to the commodity supplier as well as the forwarder, within two weeks after unloading the last shipment from each Notice to Deliver.

Questions concerning this Notice should be directed to Tim Reaman, Export Operations Division, at 816-926-6045.

George W. Aldaya  
Director