

UNITED STATES DEPARTMENT OF AGRICULTURE

Farm Service Agency  
Washington, DC 20250

CMA, DMA, and LSA  
Common Loan and LDP Procedures  
1-CMA (Revision 1)

Amendment 12

Approved by: Deputy Administrator, Farm Programs



Amendment Transmittal

A Reason for Amendment

Paragraph 23 has been amended to remove the reference to the USDA, Department of Justice, and OGC producer record retention requirement.

Subparagraph 92 B has been amended to remove the requirement for cotton CMA's to provide a CCC-679 to their CCB because it is no longer required.

Paragraph 619 has been amended to update FSA-440-13 to FSA-2360.

Exhibit 6 has been amended to update the list of approved CMA's, DMA's, and LSA's.

Page Control Chart		
TC	Text	Exhibit
	2-3 through 2-24	1, pages 1, 2
	4-7, 4-8	6, pages 1-6
	12-40.5, 12-40.6	



**20 Member Cooperative Volume****A Policy**

[1425.19] CMA may obtain loans or LDP's for a member cooperative when the member cooperative is itself CMA according to this part. Loans and LDP's are restricted based on CMA obtaining the loan or LDP.

**Examples:** X Cooperative has member A Cooperative. X Cooperative is CMA. Only commodities delivered to X Cooperative, through a marketing agreement with X Cooperative, are eligible through the CMA Program.

Y Cooperative has member B Cooperative. B Cooperative is CMA. Only commodities delivered to B Cooperative, through a marketing agreement with B Cooperative, are eligible through the CMA Program.

**21 CMA's Responsibility to CCC for Losses****A Policy**

[1425.17 (n)] CMA is responsible to CCC for any loss related to commodities that CMA pledged as collateral for a loan or used to obtain LDP related to:

- CMA's failing to comply with CCC handbooks and 7 CFR Part 1425
- changes in quantity or quality of commodity (warehouse-stored or farm-stored)
- liens based on either the CMA's or its members' financial agreements.

**22 CMA's Responsibility to Update CCC****A Policy**

[1425.4 (c)] CMA shall, **within 30 calendar days**, provide CCC with any:

- changes in its:
  - articles of incorporation
  - loan pool marketing agreements
- resolutions affecting loan or LDP operations
- change to CMA's name, address, telephone number, and related data shown on CCC-846-1
- change in loan pool operations with an explanation and justification
- additional information that CCC may request related to CMA's continued approval by CCC.

**23 CMA Records Requirements and CCC's Investigation Rights****A CCC Rights to Inspection**

[1425.22 (b)] CCC has the right, at any time after an application is received, to examine:

- all books, documents, and papers to determine whether CMA is operating or has operated according to the regulations in 7 CFR Part 1425
- CMA's articles of incorporation or articles of association, and agreements with producers
- representations made by CMA in its application for approval
- where applicable, CMA's agreements with CCC.

**B How Long to Keep CMA Records**

[1425.22 (a)] The books, documents, papers, and records of CMA and subsidiaries shall be maintained for 5 years after the applicable crop year and shall be available to CCC for inspection and examination.

\* \* \*

## 23 CMA Records Requirements and CCC's Investigation Rights (Continued)

### C Records Required

[1425.21] CMA shall maintain records for each loan or LDP commodity showing the quantity:

- received from each member and nonmember
- eligible for loans and LDP's
- by quality factors specified in the applicable commodity regulations, including class, grade, and quality, where applicable
- of unprocessed inventory broken down by the items in this subparagraph.

[1425.21 (b)] Except when sales proceeds from pools are allocated according to the quantity and quality of commodity in the pools, allocate the inventory as follows until all inventory in a loan pool is depleted:

- for **processed commodities**, adjust the pool's inventory when the commodity is withdrawn from inventory for processing
- for **commodities not processed**, allocate the pool's inventory to the pool and adjust the pool's inventories when the commodity is shipped.

## 24 Required CMA Reports

### A Policy

[1425.23] CMA's and DMA's shall, according to Part 10:

- provide CCC a report of all commodity deliveries involved in loans and LDP's by FSA farm number for each member
- when instructed by CCC, report market gains or other benefits received for each member.

## 25 CMA Appeal Rights

### A Policy

[1425.25] CMA may obtain reconsideration and review of determinations made under this part according to the appeal regulations in 7 CFR Parts 11 and 780.

## 26-35 (Reserved)



## 92 Liens and Encumbrances

### A Policies

The following policies apply to CMA liens and encumbrances.

- Commodities used by CMA's to obtain loans must be free and clear of liens and encumbrances based on CMA financial agreements.

**Note:** Liens and encumbrances based on producer financial agreements are not reviewed. However, CMA's must be sure to pass benefits only to eligible producers and must honor liens against the producer. Benefits must not be passed at the request of the producer to other payees, for example, to a landlord to pay the producer's rent.

- When liens based on CMA financial agreements are present, CMA's shall provide CCC-679's before loans are disbursed.

**Note:** CMA service County Offices and CCB's shall **not** perform lien searches for CMA's.

- CMA's shall not obtain additional liens or encumbrances on the commodity after a loan is approved.

**Note:** LSA procedures for liens and encumbrances are in 22-CN, paragraph 21.

### B CMA CCC-679 Submissions

**Before a loan is disbursed** and when liens are outstanding, CMA's handling commodities other than cotton shall provide CCC-679's to their CMA service County Office.

\* \* \*

**Notes:** CCC-679's are **not** required for LDP's.

If CCC-679 with item 6 marked "ALL" is submitted with the first loan request for a specific crop year, the same CCC-679 may be used for **all** subsequent loans made for the crop applicable to that lienholder.

92 Liens and Encumbrances (Continued)

C CMA Completion of CCC-679

CMA's shall complete CCC-679 according to this table.

Item Number	Instructions	
1	Enter CMA's name and address.	
2	Enter crop year.	
3	Enter commodity.	
4	Leave blank.	
5	Enter CMA's State and county code.	
6	<b>IF the waiver releases...</b>	<b>THEN ENTER...</b>
	all of the commodity covered by CCC-679	"ALL" and commodity.
	only quantity being pledged for loan	applicable quantity and commodity.
7	Leave blank.	
8	Lienholder shall check applicable box.	
9	Enter net disbursement amount, if applicable.	
10	Enter lienholder's name and address.	
11A and 11B	Obtain lienholder's signature. The lienholder shall enter date signed.	



**618 Using FSA-211 and FSA-211A (Continued)**

**F Distributing FSA-211**

DMA's preparing FSA-211 shall distribute FSA-211 as follows:

- original to DMA
- 1st copy to producer granting power of attorney.

**619 Liens and Lien Waivers**

**A Lien Search Policy**

DMA's shall:

- follow lien policies in 8-LP
- determine whether a lien exists by performing or obtaining a lien search:
  - for **all** peanuts to be pledged for each MAL
  - for all loan requests greater than \$25,000
  - at the appropriate recording official's office or a centralized filing facility
  - in the appropriate uniform commercial code jurisdiction according to data on CCC-10 filed by the producer
  - at DMA's expense
- \*--document the results of the lien search on FSA-2360 or a similar form--\*
- file the results in the applicable MAL folder.



## Reports, Forms, Abbreviations, and Redelegations of Authority

### Reports

None.

### Forms

This table lists all forms referenced in this handbook.

Number	Title	Display Reference	Reference
AD-1026	Highly Erodible Land Conservation (HELC) and Wetland Conservation (WC) Certification		106, 252, 336,
AD-1026A	Supplemental to AD-1026		388
CCC-10	Representations for Commodity Credit Corporation or Farm Service Agency Loans and Authorization to File a Financing Statement and Related Documents		615, 619
CCC-184	CCC Check		2
CCC-257	Schedule of Deposit		140
CCC-478	Production Flexibility Contract		
CCC-502	Farm Operating Plan for Payment Eligibility Review for _____		106
CCC-526	Payment Eligibility Average Adjusted Gross Income Certification		106
CCC-601	Commodity Credit Corporation Note and Security Agreement Terms and Conditions		615
CCC-605P	Designation of Agent – Peanuts		615, 618
CCC-633 EZ	Loan Deficiency Payment (LDP) Agreement and Request		205, 615
CCC-678	Warehouse Storage Note and Security Agreement		615
CCC-679	Lien Waiver	92, 619	103, 620
CCC-694-1	CCC-Determined Value and Commodity Certificate Worksheet		135
CCC-694-2	Acknowledgment of Commodity Certificate Purchase		621
CCC-697	Request to Lock in a Market Loan Repayment Rate		621
CCC-719	ACRS Transaction Report (Report Control No. FM-596R)		89
CCC-732	CMA, DMA, or LSA Producer Payment Limitation Request	159, 160	Text
CCC-736 (Addendum)	Privacy Act, Public Burden, and Penalty Statement for CMA and LSA Loan and Loan Deficiency Payment (LDP) Forms	Ex. 4	89
CCC-746	CMA, DMA, or LSA Request for Manual Producer Eligibility Determination	388	

## Reports, Forms, Abbreviations, and Redelegations of Authority (Continued)

## Forms (Continued)

Number	Title	Display Reference	Reference
CCC-770 DMA	DMA Peanut MAL or LDP Processing Checklist	Ex. 19	615.1
CCC-846	Application for Approval of Cooperative Marketing Association for Loan and Loan Deficiency Payments (LDP)	55	38, 53, 54, 73
CCC-846-1	Loan and Loan Deficiency Payment (LDP) Recertification for Approved Cooperative Marketing Associations (CMA's)	57	22, 53, 54, 56
CCC-846-1A	Recertification of Status for Approved Loan Servicing Agents or Designated Marketing Associations		604
CCC-912	Agreement of Authorized Loan Servicing Agent		2, 602
CCC-912-P	Agreement for Designated Marketing Association Terms and Conditions for Peanuts	Ex. 17	601
CCC Cotton A-5	Statement of Eligibility and Information Worksheet		106
CCC-Cotton G	Cotton Cooperative Loan Agreement		2, 54, 139
CCC-Cotton G-4	Cotton Reconcentration Agreement		54
FSA-211	Power of Attorney	618	600, 615
FSA-211A	Power of Attorney Signature Continuation Sheet		618
FSA-578	Report of Acreage		224, 238, 300, 383
FSA-2360	Report of Lien Search		619

## Abbreviations

This table lists all abbreviations used in this handbook.

Approved Abbreviation	Term	Reference
AB	Automation Branch, PSD	73, 76, 190, 251, 315
ACRS	Automated Cotton Reporting System	2, 3, 73, 383
AGI	Adjusted Gross Income	106, 132, 134, 330
APSS	Automated Price Support System	140, 615, 622
BIA	Bureau of Indian Affairs	151, Ex. 10, 11, 12
CAIVRS	Credit Alert Interactive Voice Response System	106
CCB	Cotton Commercial Bank	16, 53, 92
CCC	Commodity Credit Corporation	Text, Ex. 2
CED	County Executive Director	3

**Approved CMA's, DMA's, and LSA's**

This table provides an alphabetical list of approved CMA's, DMA's, and LSA's and information about each CMA, DMA, and LSA. Only approved CMA's, DMA's, and LSA's are authorized to contact control County Offices to resolve producer eligibility problems.

State Offices shall use the mailing address or FAX number for each CMA, DMA, and LSA to send them FSA handbook amendments and notices. Users can distinguish CMA's from LSA's by their code. CMA's and DMA's are assigned a county code in the "800" series, and LSA's are assigned a county code in the "700" series.

CMA's shall obtain loans and LDP's for only the crops for which they are approved. CMA suspensions are indicated in the "Approved Crops" column.

Wheat, feed grains, and rice CMA's obtain loans and LDP's through a service County Office. Cotton CMA's and LSA's are not assigned a service County Office.

<b>Address/Contact</b>	<b>FIPS Code</b>	<b>Phone/FAX</b>	<b>Approved Crops</b>	<b>Service County/Code</b>
Adams Land Company P O Box 49 Leachville AR 72438-0049	05-704 <b>(LSA)</b>	870-539-6314 870-539-2362	Cotton	NA
American Midland Cotton Cooperative Inc. 120 North Madison St. Thomasville GA 31792	13-809	843-284-0331 229-776-4180	*--Terminated--*	NA
American Peanut Marketing Association, LLC *--210 Court Sq Blakely GA 39823-2247--*	13-808 <b>(DMA)</b>	229-792-3767 229-792-6134	Peanuts	Calhoun GA 13-037
Aurora Cooperative Elevator Company P O Box 209 605 12 <sup>th</sup> St Aurora NE 68818-0209	31-848	402-694-2106 402-694-2060	Corn Sorghum Soybeans Wheat	Hamilton NE 31-081
Autauga Quality Cotton Association 208 Medical Center Ct Prattville AL 36066-7288	01-801	334-365-3369 334-365-9261	Cotton	NA
Beltwide Cotton Cooperative 4444 Park Blvd P O Box 20100 Montgomery AL 36120-0100	47-801	806-762-0671 334-271-4238	Cotton	NA

**Approved CMA's, DMA's, and LSA's (Continued)**

<b>Address/Contact</b>	<b>FIPS Code</b>	<b>Phone/FAX</b>	<b>Approved Crops</b>	<b>Service County/Code</b>
Calcot, Ltd 1900 E Brundage Ln P O Box 259 Bakersfield CA 93302-0259	06-804	661-327-5961 661-861-9870	Cotton	NA
Carolinas Cotton Growers Cooperative 101 Sigma Dr Garner NC 27529-8543	37-801	919-773-2120 919-773-4495	Cotton	NA
CHS Inc. P O Box 64089 St Paul MN 55164-4089	27-801	800-548-9727 651-355-6496	Barley Canola Corn Crambe Flaxseed Oats Soybeans Sunflowers Wheat	Dakota MN 27-037
Cooperative Marketing Alliance/ DBA CoMark 80 Monroe Ave Ste L5 Memphis TN 38103-2493	05-805	901-543-9494 901-543-9498	Cotton	NA
Concordia LLC 1361 US Hwy 41 N P O Box 232 Ashburn GA 31714-0232	13-805	229-567-9661 229-567-9664	Peanuts	Worth GA 13-321
Concordia Allied Producers 1361 US Hwy 41 N P O Box 232 Ashburn GA 31714-0232	13-806 <b>(DMA)</b>	229-567-9661 229-567-9664	Peanuts	Worth GA 13-321
	***		*--Terminated--*	NA
Cotton Cooperative Association 1520 Texas Ave Lubbock TX 79401-5139	48-828	806-747-7836 806-747-1991	Cotton	NA
Cotton Resources, Inc. P O Box 897 Seminole TX 79360	48-709 <b>(LSA)</b>	432-758-9491 432-758-3342	Cotton	NA

**Approved CMA's, DMA's, and LSA's (Continued)**

<b>Address/Contact</b>	<b>FIPS Code</b>	<b>Phone/FAX</b>	<b>Approved Crops</b>	<b>Service County/Code</b>
Dumas Cooperative 600 Twichell St P O Box 831 Dumas TX 79029-0831	48-815	806-935-6440 806-935-6464	Corn Sorghum Soybeans Wheat	Moore TX 48-341
Fambro Warehouse Company c/o Dunavant & Company P O Box 26600 Fresno CA 93729-6600	06-703 <b>(LSA)</b>	559-447-1800 559-448-1846	Cotton	NA
Farmers Cooperative of El Campo 911 S Wharton St P O Box 826 El Campo TX 77347-0826	48-809	979-543-6284 979-543-9004	Approved	Wharton TX 48-481
Farmers' Rice Cooperative 2525 Natomas Park Dr P O Box 15223 Sacramento CA 95851-0223	06-801	916-923-5100 916-925-4970	Rice	Sacramento CA 06-067
GFA Peanut Association 5201 Hwy 19 S P O Box 488 Camilla GA 31730-0488	13-804	229-336-5241 229-336-9503	Peanuts	Mitchell GA 13-205
Growers Marketing Cooperative Inc. 1150 E Main St Ste 290 Robstown TX 78380	48-831	361-387-2600 361-387-2603	Sorghum	Nueces TX 48-355
Cooperative Producers Inc. 265 N Showboat Blvd P O Box 1008 Hastings NE 68901-0088	31-893	402-463-5148 402-463-7263	Corn Sorghum Soybeans Wheat	Adams NE 31-001
***	***		***	***
Midland Co-Op Hwy 6 & 34 P O Box 98 Funk NE 68940-0098	31-894	308-263-2441 308-263-2444	Suspended	Phelps NE 31-137
National Quality Cotton Association 208 Medical Center Ct Prattville AL 36066	47-802	334-365-3369 334-365-9261	*--Suspended--*	NA

**Approved CMA's, DMA's, and LSA's (Continued)**

<b>Address/Contact</b>	<b>FIPS Code</b>	<b>Phone/FAX</b>	<b>Approved Crops</b>	<b>Service County/Code</b>
Olton Grain Cooperative, Inc. 910 W 1st St, Hwy 70 P O Drawer M Olton TX 79064	48-814	806-285-2638 806-285-3166	Corn Sorghum Soybeans Wheat	Lamb TX 48-279
***	***	***	***	***
Peanut Growers Cooperative Marketing Association 1001 Campbell Ave P O Box 59 Franklin VA 23851-0059	51-801	757-562-4103 757-562-0744	Peanuts	Southampton VA 51-175
Peanut Loan Processing Center 304 SE Lubbock St P O Box 338 Gorman TX 76454-0338	48-830 <b>(DMA)</b>	254-734-2222 254-734-2288	Peanuts	Eastland TX 48-133
Plains Cotton Cooperative Association 3301 E 50th St P O Box 2827 Lubbock TX 79408-2827	48-803	806-763-8011 806-762-7444 806-762-7333	Cotton	NA
Producers' Marketing Cooperative 202 NW Railroad P O Box 255 Mertzon TX 76941-0255	48-826	325-835-7173 325-835-7174	*--Suspended--*	Tom Green TX 48-451
Producers Rice Mill, Inc. 518 E Harrison St P O Box 1248 Stuttgart AR 72160-1248	05-803	870-672-4453 870-673-8131	Rice	Arkansas AR 05-001
Quality Cotton Cooperative 125A W Water St P O Box 1027 Plymouth NC 27962-1027	37-803	252-793-3460 252-793-3466	Cotton	NA



**Approved CMA's, DMA's, and LSA's (Continued)**

<b>Address/Contact</b>	<b>FIPS Code</b>	<b>Phone/FAX</b>	<b>Approved Crops</b>	<b>Service County/Code</b>
Riceland Foods, Inc. 2210 S Park Ave Box 9272 Stuttgart AR 72160-9272	05-802	870-673-5222 870-673-5667	Rice Soybeans Wheat	Arkansas AR 05-001
Richardson LSA, Inc. 2280 Campbell Creek Blvd Ste 350 Richardson TX 75082	48-707	972-301-3258	Cotton	NA
Signia Cotton Cooperative P O Box 7645 Pine Bluff AR 71611-7645	47-803	870-536-1006 870-536-1014	Cotton	NA
***	***		***	***
Southwestern Peanut Grower's Association 304 SE Lubbock St P O Box 338 Gorman TX 76454-0338	48-829	254-734-2222 254-734-2288	Peanuts	Eastland TX 48-133
Staplcotn 214 W Market St P O Box 547 Greenwood MS 38935-0547	28-801	662-453-6231 662-453-6274	Cotton	NA
Sunmark Services, LLC 3141 Hood St Ste 200 Dallas TX 75219	48-708 <b>(LSA)</b>	214-520-1717 214-520-1859	Cotton	NA
Sunray Cooperative 101 Main St P O Box 430 Sunray TX 79086-0430	48-808	806-948-4121 806-948-5606	Corn Sorghum Soybeans Wheat	Moore TX 48-341

**Approved CMA's, DMA's, and LSA's (Continued)**

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<b>Address/Contact</b>	<b>FIPS Code</b>	<b>Phone/FAX</b>	<b>Approved Crops</b>	<b>Service County/Code</b>
Team Marketing Alliance, LLC 307 W Cole St Moundridge KS 67107	20-875	620-345-3560 620-345-3569	Corn Sorghum Soybeans Wheat	McPherson KS 20-113
Telmark LSA 3301 E 50th St P O Box 2917 Lubbock TX 79404-2917	48-701 <b>(LSA)</b>	806-763-8011 806-762-7333	Cotton	NA
Topflight Grain Cooperative 400 E Bodman St Bement IL 61813-1202	17-802	217-678-2261 217-678-8113	Corn Soybeans	Piatt IL 17-147
V-C Peanut DMA LLC 1001 Campbell Ave P O Box 59 Franklin VA 23851-0059	51-802 <b>(DMA)</b>	757-562-4103 757-562-0744	Peanuts	Southampton VA 51-175
U.S. Cotton Growers Association 3141 Hood St Ste 200 Dallas TX 75219-5000	48-827	214-520-1717 214-520-1859	Cotton	NA

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