

**Instructions to Complete
Special Report for Review of Dealer,
Market Agency and Packer Bonds.
Form P&SP-7003**

As a business regulated by the Packers and Stockyards Act, you are required to file a special report with the U.S. Department of Agriculture's Packers and Stockyards Program (P&SP) on Form P&SP-7003, Special Report for Review of Dealer, Market Agency and Packer Bonds.

Provide information for each line on the form that applies to the period specified in the cover letter. If space provided for any item is not sufficient, attach additional pages containing the information and make reference to the line number on the form

You must file the form by the date shown in the letter notifying you to file the special report. You may be fined \$110 for each day the report remains delinquent. **All information must be completed on this form in its entirety. Failure to do so will result in the form being returned incomplete.**

For questions about Form P&SP-7003, or additional copies of the form, please contact the PSP Central Reporting Unit at 303-375-4264 or PSP-CRU.GIPSA@usda.gov. Forms and instructions are also on GIPSA's website at www.gipsa.usda.gov. Please fax the completed form to the Central Reporting Unit at 314-457-4421, email to PSP-CRU.GIPSA@usda.gov or mail to:

USDA PSP
P.O. Box 110639
Aurora, CO 80042

SECTION-BY-SECTION INSTRUCTIONS

GENERAL INFORMATION - SECTION 1

Enter information identifying the firm and contact information for the firm in the spaces provided.

BOND INFORMATION – SECTION 2

Line 201: Enter number of public sale days held during the reporting period.

Line 202: Enter gross value of all livestock sold on commission.

Line 203: Enter total cost of livestock purchased on a dealer basis for registrant's account including clearees' accounts if applicable.

Line 204: Enter total cost of livestock purchased for the accounts of others including clearees' accounts if applicable.

Line 205: Enter the sum of lines 203 and 204.

Line 206: Enter total cost of livestock purchased for feeding.

Line 207: Enter total cost of livestock purchased for slaughter.

Line 208: Enter the sum of lines 206 and 207.

CERTIFICATION - SECTION 3

An owner, partner, officer of a corporation or a managing member in control of the entity must sign the report. Any owner, officer, partner, or officer must sign the report. If the report is

signed by a power of attorney, a copy of the power of attorney must be submitted with the report.

Line 701-705: Enter the date the report was signed, the title or authority of the person signing the report, phone number and signature as explained above.