

AD-3114 Instructions

Note: Upon completion, only enter the applicants share of the commodity

Item	Instructions
1	Enter the producer's recording state.
2	Enter the applicable program year.
3	Enter the producer's recording county.
4	Enter application number Note: This is automated system assigned number.
Part A - Producer Agreement	
<p>Applicants who are an individual person must complete CCC-902 Automated or Parts A and B of manual form CCC-902 and provide name, address, taxpayer identification number and citizenship status. An individual who is not a US resident or lawful alien must also report contributions of labor, capital and land contributions to the farming operation.</p> <p>Applicants who are a legal entity, including General Partnership or Joint Venture, must complete CCC-902 Automated or manual form CCC-901 and provide the name, address and taxpayer identification number for the legal entity and all members, partners or stockholders with an ownership interest. If any member, partner or stockholder is not a U.S. Resident or lawful alien, form CCC-902 must be completed to report contributions of labor to the legal entity.</p>	
Part B - Producer Information	
5	Enter the producer's name and address, including the ZIP code.
Part C - Dairy Production Information	
6	Displays the unit of measure for dairy production as pounds (LBS).
7	Enter the total January 2020 production, including dumped milk, in pounds (LBS).
8	Enter the total February 2020 production, including dumped milk, in pounds (LBS).
9	Enter the total March 2020 production, including dumped milk, in pounds (LBS).

10	COC may enter the adjusted January 2020 production, if applicable. <i>Note:</i> An entry is only required when COC determines the January 2020 production is
11	COC may enter the adjusted February 2020 production, if applicable. <i>Note:</i> An entry is only required when COC determines the February 2020 production is
12	COC may enter the adjusted March 2020 production, if applicable. <i>Note:</i> An entry is only required when COC determines the March 2020 production is
Part D – Non-Specialty Crop Information	
13	Enter the eligible non-specialty crop
14	Enter the applicable unit of measure for the crop entered in item 13.
15	Enter the 2019 total production from all farms for the crop entered in item 13. * Note this is your share of the production.
16	Enter the 2019 production from all farms not sold as of January 15, 2020. * Note this is your share of the production.
17	COC may enter the adjusted 2019 total production, if applicable. Note: An entry is only required when COC determines the 2019 total production is different than what is certified to by the producer in item 15.
18	COC may enter the adjusted 2019 production not sold, if applicable. Note: An entry is only required when COC determines the 2019 production not sold is different than what is certified to by the producer in item 16.
Part E – Livestock Information	
	Enter the name of the eligible livestock. Eligible livestock and definitions are: Feeder Cattle: Less Than 600 Pounds (cattle weighing less than 600 pounds) Feeder Cattle: 600 Pounds or More (cattle weighing more than 600 pounds but less than "Slaughter Cattle: Fed Cattle" as defined) Slaughter Cattle: Fed Cattle (cattle with an average weight of 1,400 pounds, including cattle with a weight of 1,200 pounds or more, which yield average carcass weights of 800 pounds and are intended for slaughter)

19	<p>Slaughter Cattle: Mature Cattle (culled cattle raised or maintained for breeding purposes, but which were removed from inventory and are intended for slaughter)</p> <p>All Other Cattle (commercially raised or maintained bovine animals not meeting the definition of another category of cattle, excluding beefalo, bison, and animals used for dairy production or intended for dairy production)</p> <p>Pigs: Less Than 120 Pounds (any swine weighing less than 120 pounds)</p> <p>Hogs: 120 Pounds or More (any swine 120 pounds or more)</p> <p>Lambs & Yearlings: Less Than 2 Years Old (all sheep less than 2 years old)</p>
20	Enter the applicable unit of measure for the livestock entered in item 19.
21	<p>Enter the total sales between January 15, 2020 and April 15, 2020 for owned inventory as of Jan 15, 2020 including sale of any offspring from owned inventory for the livestock entered in item 19, if applicable.</p> <p>* Note this is your share of the livestock.</p>
22	<p>Enter the highest inventory between April 16, 2020 and May 14, 2020, for the livestock entered in item 19, if applicable.</p> <p>* Note this is your share of the livestock.</p>
23	<p>COC shall enter the adjusted total sales between January 15, 2020 and April 15, 2020 for owned inventory as of Jan 15, 2020 and any offspring from owned inventory, if applicable.</p> <p>Note: An entry is only required when COC determines the total sales is different than what is certified to by the producer in item 21.</p>
24	<p>COC shall enter the adjusted inventory, if applicable.</p> <p>Note: An entry is only required when COC determines the inventory is different than what is certified to by the producer in item 22.</p>
Part F – Value Loss Information	
25	Enter the eligible value loss commodity.

26	<p>Enter the total value of sales from all farms between January 15, 2020 and April 15, 2020, for the value loss commodity entered in item 25.</p> <p>*Note this is your share of the value.</p>
27	<p>Enter the total value of marketable inventory from all farms as of April 15, 2020, for the value loss commodity entered in item 25.</p> <p>* Note this is your share of the value.</p>
28	<p>COC may enter the adjusted value of sales between January 15, 2020 and April 15, 2020, if applicable.</p> <p>Note: An entry is only required when COC determines the total value of sales is different than what is certified to by the producer in item 26.</p>
29	<p>COC may enter the adjusted value of inventory as of April 15, 2020, if applicable.</p> <p>Note: An entry is only required when COC determines the value of inventory is different than what is certified to by the producer in item 27.</p>
Part G – Specialty Crop Information (COC Determination Not Required)	
30	Enter the eligible specialty crop.
31	Enter the unit of measure for the crop in item 30.
32	<p>Enter the total volume of production sold between January 15, 2020 and April 15, 2020 for the crop in item 30.</p> <p>* Note this is your share of the specialty crop.</p>
33	<p>Enter the total volume of production shipped but not sold between January 15, 2020 and April 15, 2020 for the crop in item 30.</p> <p>* Note this is your share of the specialty crop.</p>
34	<p>Enter the total number of Acres left in the field or harvested but not shipped between January 15, 2020 and April 15, 2020 for the crop in item 30.</p> <p>* Note this is your share of the acres.</p>
35	<p>Leave blank. AMS will enter an adjusted number if application is selected for audit.</p> <p>Note: No action required by producer</p>

36	<p>Leave blank. AMS will enter an adjusted number if application is selected for audit.</p> <p>Note: No action required by producer</p>
37	<p>Leave blank. AMS will enter an adjusted number if application is selected for audit.</p> <p>Note: No action required by producer</p>
<p><i>Part H – Increase Payment Limitation for Corporations, Limited Liability Companies and Limited Partnerships</i></p>	
38A-38C	<p>Enter the member/partner or stockholder name(s) who provide 400 hours or more of active personal labor or active personal management, or combination thereof, to the farming operation identified in Part A, item 5.</p> <p>Note: Entry only required to be completed by Corporations, LLCs and Limited Partnerships.</p>
<p><i>Part I – Producer Certification</i></p>	
39A	<p>Producer applying for CFAP benefits must sign.</p>
39B	<p>Enter title and/or relationship to the individual when signing in a representative capacity.</p> <p><i>Note: If the producer signing is not signing representative capacity, this field should be</i></p>
39C	<p>Enter the date the AD-3114 is signed in item 39A.</p>