



The Canadian Wheat Board

Application for CWB agency agreement

I/We hereby apply to the Canadian Wheat Board (CWB) for the following agreement(s) in accordance with the provisions of the CWB Act and Regulations.

- Primary elevator
- Process elevator (Miller)
- Process elevator (Maltster)
- Company without elevator facility
- Advance agreements (AMPA and SCAP)
- Prepayment of inventory agreement

In consideration of this application, I/We submit the following information: (Please print)

A. name and address of applicant (registered or incorporated name)

Name _____

Address _____

City _____ Province _____ Postal code _____

Telephone _____

Fax _____

E-mail _____

GST No. _____

B. Names of Company Officials (list all applicable individuals). Indicate whether the individual is also a signing officer of the company by checking (✓) the box next to their name.

President _____

CEO/CFO _____

Vice-President _____

Secretary _____

Treasurer _____

General manager _____

Elevator manager _____

C. List of Primary/Processing elevator(s) owned or leased

Note: If your facility(s) is a primary elevator and has a portion of its capacity allocated to farmer-owned storage (i.e. condominium storage), please list that capacity.

Location of elevator

Station name _____

Address _____

City /Town _____ Province _____ Postal code _____

Telephone _____ Fax _____

Railroad line (CN/CP) _____

Owned or leased	Elevator capacity (tonnes)	Farmer-owned capacity (tonnes)	Type of construction (i.e. concrete, steel, wood)

Location of elevator

Station name _____

Address _____

City /Town _____ Province _____ Postal code _____

Telephone _____ Fax _____

Railroad line (CN/CP) _____

Owned or leased	Elevator capacity (tonnes)	Farmer-owned capacity (tonnes)	Type of construction (i.e. concrete, steel, wood)

Are the elevators listed above licensed with the Canadian Grain Commission? Yes No

NOTE: List any additional elevators (and details) on a separate piece of paper.

D. Detailed company business plan

To evaluate the financial strength of your company and its acceptability as a CWB agent, companies are required to provide a detailed company business plan. The plan should include such information as:

- The types of grain your company will handle (i.e. wheat, durum, barley, canola, etc.).
- The projected volume of CWB grains to be handled for the first year of operation.
- The type of business your company plans on conducting with the CWB and what the main destinations for the grain (i.e. terminals, U.S. markets, processing plants, etc.) are.
- The method of transportation that will be used to ship CWB grains (i.e. direct loading of grain into railcars at facility, producer car shipment, and trucked shipments).
- The types of services that will be provided to farmers

E. Financial and company information

In addition to a business plan, companies are requested to provide where available, the following:

- Audited (or unaudited) annual financial statements
- Opening balance sheets
- Articles of incorporation
- Details of financial banking arrangements for CWB business including bank name, address, bank number, bank transit number (i.e., branch), and bank account number; and,
- Names of the contact people at the company who will be responsible for day to day CWB business.

Bank or financial institution name _____

Address _____

City /Town _____ Province _____ Postal code _____

Telephone _____ Fax _____

Contact(s) _____

F. Security

The CWB reserves the right to request that a company post security established by the CWB, in the form of an irrevocable Letter of Credit. This security is required to cover any risk to the CWB that may affect pool accounts, to cover all advance deductions, freight adjustment factors or deferred deposit monies from producer cash tickets as well as cover any value due the CWB from delivery and sales invoices.

Security is tendered after the CWB establishes the amount of security required. Do not tender security until the CWB notifies you of the required amount and term of coverage.

A sample copy of a Letter of Credit is attached.

G. Cash purchase ticket (payment to farmers)

The CWB Regulations and agency agreements require that as CWB agents, companies are to issue farmers a cash purchase ticket when settling for delivery of CWB grain. Companies are to provide the CWB with a copy of their cash purchase ticket in order to ascertain that the information contained on it conforms to required reporting information.

A sample copy of a cash ticket is attached.

Please direct all inquiries to the following address:

**The Canadian Wheat Board
Farmer Operations
Business Systems and Industry Agreements
423 Main Street
P.O. Box 816, Station Main
Winnipeg, Manitoba, Canada R3C 2P5
Phone (204) 983-6290
Fax (204) 983-8031
E-mail: questions@cwbc.ca**

Signature of Applicant

Date