



AgriStability

Supplemental Information Instruction Guide



How to Complete Your Supplemental Information Form

- 1 Your SCIC ID and AgriStability PIN are different numbers. The AgriStability PIN is generated by the Federal Government for AgriStability and AgrilInvest purposes, whereas the SCIC ID is unique to your Saskatchewan Crop Insurance account.

Note: Crop Insurance contract numbers are not to be used as either the SCIC ID or AgriStability PIN.
- 2 Please ensure all email addresses for the participant and contact persons are current and spelled correctly.
- 3 Complete this area if someone else (e.g., spouse, common-law partner or accountant) has your consent to provide or ask for more information about your AgriStability and AgrilInvest forms on your behalf. SCIC will communicate with your contact person as the first point of contact. Written correspondence will be sent to you and your contact person.

Note: A contact person will not be able to cancel your participation in the AgriStability Program, and they will remain on file until you authorize the change.
- 4 If you require additions or deletions of any contact persons receiving a copy of your Calculations of Benefits, please contact our toll free line at 1-866-270-8450.
- 5 For AgriStability purposes, the Main Farmstead is where the majority of the gross farming income was derived, not your home quarter.

AgriStability
Saskatchewan Crop Insurance Corporation
484 Prince William Drive
PO Box 3000
Melville SK S0A 2P0

www.saskcropinsurance.com
Phone: 1-866-270-8450
Fax: 1-888-728-0440

Supplemental Information Form

1 SCIC ID:

AgriStability PIN:

Section 1: Participant Information

Name			Home Phone
Address 1			Work Phone
Address 2			Cell Phone
City	Province	Postal Code	Fax Number
Country	E-mail	2	

3 **Contact Person:** Note: To change your contact person you must complete this section and the participant must sign page two of this document for the change to be accepted.

Name			Home Phone
Address 1			Work Phone
Address 2			Cell Phone
City	Province	Postal Code	Fax Number
Country	E-mail	2	

4 Please check here to have a copy of your Calculation of Benefits (COB) sent to this contact person

Contact Person:

Name			Home Phone
Address 1			Work Phone
Address 2			Cell Phone
City	Province	Postal Code	Fax Number
Country	E-mail	2	

Please check here to have a copy of your Calculation of Benefits (COB) sent to this contact person

Section 2: Participant Profile

The participant is: Individual (Sole Proprietor)

Co-operative Communal Organization Limited Liability Partnership Other Entity Specify _____


Corporation Trust Status Indian Farming on a Reserve Band Farm Band # _____

Business Number _____


Farm profile:
Province of main farmstead _____

5 * Main Farmstead is where all or the majority of the gross farming income was earned over the reference period.


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- 6 For deceased participants, please attach a copy of the Death Certificate and the Last Will and Testament or a letter indicating the court-appointed administrator.
- 7 The income, expense and inventory information of two or more operations may be combined if the operations are not legally, financially or operationally independent; or if all or some of the transactions between the operations are above or below fair market value.
- 8 SCIC will review your request to add or remove operations from your whole farm. Additional information may be required.
- 9 Section 85 Rollover is when a farming operation has transitioned from a sole proprietor or partnership to a corporation. SCIC requires a copy of the Section 85 Rollover, as provided to the Canada Revenue Agency, and an Election of Disposition of Property documents. A Change Business Type form must also be completed and submitted.
- 10 Paper copies of the application must be signed by the participant or signing officer, not the form preparer. If the application is submitted through AgConnect, it is deemed password-protected and will be accepted as a signature.

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Section 2: Participant Profile (continued)

Please list the legal land description of your main farmstead:

RM	QTR	SEC	TWP	RGE	MER			
						Day	Month	Year

6 If the participant is deceased, please provide date of death: _____

Was 2017 your final year of farming? Yes No

Have you completed a production cycle on at least one of the commodities you produced? Yes No

If no to the above question, were you unable to complete a production cycle due to disaster circumstances? Yes No

Based on the AgriStability whole farm combining criteria outlined:

7 Should your operation be combined with another operation for the 2017 program year? Yes No

If you should be combined in the 2017 program year, or if you were previously but should no longer be combined, indicate the PINs that should be added or removed from your whole farm.

<input type="checkbox"/> Add <input type="checkbox"/> Remove	<input type="checkbox"/> Add <input type="checkbox"/> Remove	<input type="checkbox"/> Add <input type="checkbox"/> Remove	<input type="checkbox"/> Add <input type="checkbox"/> Remove
AgriStability PIN	AgriStability PIN	AgriStability PIN	AgriStability PIN

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Please explain

Supporting Documentation

Please attach additional information as required and submit all documentation to the Saskatchewan Crop Insurance Corporation (see contact and mailing information at the top of the page).

With these forms, are you including any of the following? (Check all that apply)

Greenhouses and Nurseries Productive Capacity Form Section 85 Rollover Documents 9

Receipts Financial Statements/Notes to Financial Statements

Accrual to Cash/Cash to Accrual Conversions Purchase Agreement

Other (Please specify): _____

10 I certify the information provided on this form to be true, correct and subject to the AgriStability Participant Initial Declaration. I am aware that to make a false statement is an offence.

Signature (Participant/Signing Officer)	Printed Name
_____	_____
Corporate Name (if applicable)	Date
_____	_____

The Saskatchewan Crop Insurance Corporation (SCIC) recognizes the importance of your personal information and the privacy surrounding it. Depending on the program offered by SCIC, and pursuant to provincial legislation and regulations, SCIC will not share or disclose any of your information unless otherwise required by law or for the purpose of programs offered by SCIC. SCIC will secure your information and may archive it indefinitely in accordance with The Archives Act. For all privacy concerns, please contact SCIC's Privacy & Security Commissioner by e-mail at securityofficer@scic.gov.sk.ca or phone at 306-728-7200.

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- 11 If you are involved in multiple farming operations, you must submit program forms for each operation and assign a different operation number for each one (e.g., 1, 2, 3, etc.). This operation number is used on your AgriStability applications to clearly identify each operation. It is important to use the same operation number for the corresponding farm each year.
- 12 A “crop share” is an agreement between a land owner (“landlord”) and land operator (“tenant”) in which the crop is shared, rather than a cash rent agreement; however, cropping expenses may not be shared. The tenant should report any areas being crop shared. Producers are to report only their share of acres and production associated with their percentage of the crop share. They must also report income and expenses associated with only their share. For example, if they have 1/3 of the crop share, they only report 1/3 of the income, expenses, acres and production associated with their share.
- 13 Cash method of accounting is when you report income in the fiscal period in which you receive it and deduct expenses in the fiscal period you pay them.
- 14 Accrual method of accounting is when you report income in the fiscal period you earn it, no matter when you receive it and deduct expenses in the fiscal period you incur them, whether or not you pay them in that period.
- 15 Each partner in a partnership must complete and submit a Statement A, reporting 100 per cent of the partnership’s income and expense information and their per cent share (in the partnership information section).

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11 Farming operation _____ of _____ (Complete this page for each farming operation)

Section 3: Identification

Farming Operation Name _____

Was your farm involved in any of the following?
(Check all that apply)

a member of a feeder association

a crop share (landlord or tenant)

a joint venture

How is this operation managed? Single Farm Partnership

Indicate type of accounting used: Cash **13** Accrual **14**

Fiscal Year (From): Day _____ Month _____ Year _____

Fiscal Year (To): Day _____ Month _____ Year _____

Shareholders


Name of Shareholder/Member	AgriStability PIN	Number of Common Shares per Shareholder
		855

Partners


Enter the first and last name if the partner is an individual. Enter the corporation name if the partner is a corporation.	AgriStability PIN	Percentage Share

Please note: Section 4 – Income, Section 5 – Expenses and Section 6 – Statement of Farm Activities, are to be completed on a different form. Individuals are to complete those sections on the T1163 and submit it to the Canada Revenue Agency (CRA). Corporations, co-operatives and other entities are to complete those sections on the Corporations/Co-operatives/Other Entities form and submit it to SCIC. All forms and guides can be found at www.saskcropinsurance.com/agristability/forms.


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- 22 For Code 105 Feeder Cattle, please do not include calves born in the Program Year as these are automatically included with the cattle productive units. Code 105 Feeder Cattle and Code 106 Finished Cattle may be reported as Feeder Productive units for feeders that were on hand at the start of the year and fed for an appreciable gain of at least 200 lbs, or a minimum of 60 days in the fiscal period. Choose the Productive Capacity that represents the feeder weight at the time of the sale. Feeders that are purchased and retained for over 60 days or 200 lbs of weight gain, should also be included in the Feeder Productive Capacity.
- 23 Report the number of days you custom fed cattle. Animal feed days is calculated as: # of animals × # of days each animal was fed as a custom feed operation (e.g., 100 animals fed for 3 months = 100 × 9 = 9,000 feed days). This code is not used to report having your own cattle custom fed.
- 24 Purchased Inputs are those commodities that were purchased and not used by the end of your fiscal year, with the intent to use it next year. Inputs such as fuel, chemicals, purchased seed, feed, and fall application of fertilizers and chemicals are reported here.
- 25 Deferred income is income you have chosen to postpone the receipt of to a subsequent tax year. A Receivable is income that is owed to you for goods delivered or services provided in one fiscal year, but are not paid to you until a subsequent tax year.
- 26 Include any expenses that were bought and used in the Program Year but were not paid for until a subsequent fiscal year(s). Do not include amounts owed for items purchased through loans, lines of credit or credit cards that have already been reported as an expense with CRA for taxes.

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Farming operation _____ of _____ (Complete this page for each farming operation)

Section 9: Livestock Productive Capacity (continued)

Code	Number of Feeder Livestock	Units	Year
105	Feeder Cattle (fed up to 900 lbs)	Number of animals fed	22
106	Finished Cattle (fed over 901 lbs)	Number of animals fed	
125	Hogs, Feeders, Fed Up to 50 lbs	Number of animals fed	
124	Feeders, Fed over 50 lbs to Finish	Number of animals fed	
Code	Custom Fed Livestock	Units	Year
141	Custom Fed Cattle	Number of animal feed days	
142	Custom Fed Hogs	Number of animal feed days	23
Code	Supply Managed Commodities	Units	Year
113	Dairy Quota, Butterfat	Number of kg of butterfat/day	
108	Chicken, Layers, Broiler Eggs for Hatching	Number of producing hens	
109	Chicken, Layers, Eggs for Consumption	Number of producing hens	
143	Chicken, Broilers	Number of kg produced	
144	Turkey, Broilers	Number of kg produced	
Code	Other (specify below)	Units	Year

Section 10: Purchased Inputs / Prepaid Expenses Nothing to report

Code	Description	Year-end amount (\$)	Code	Description	Year-end amount (\$)


Section 11: Deferred Income and Accounts Receivable Nothing to report

Code	Description	Receivables & income deferred to 2018 (\$)	Code	Description	Receivables & income deferred to 2018 (\$)


Section 12: Accounts Payable/Unpaid Expenses Nothing to report

Code	Description	Year-end amount (\$)	Code	Description	Year-end amount (\$)


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Contact Information

AGRISTABILITY CALL CENTRE

Toll Free: 1.866.270.8450 (Monday to Friday,
8 a.m. to 5 p.m.)

Fax: 1.888.728.0440 (Toll-Free)

Email: agristability@scic.gov.sk.ca
www.saskcropinsurance.com

Saskatchewan Crop Insurance Corporation
Head Office
484 Prince William Drive
Box 3000
Melville, SK S0A 2P0

Office Hours:

Monday to Friday, 8 a.m. to 5 p.m.
Closed statutory holidays

**All program forms and guides can be found
at www.saskcropinsurance.com/agristability**