

United States  
Department of  
Agriculture



Federal Crop  
Insurance  
Corporation



Product  
Administration  
and Standards  
Division

# TABLE GRAPE LOSS ADJUSTMENT STANDARDS HANDBOOK

FCIC-25490 (08-2009)

**2010** and Succeeding Crop Years



UNITED STATES DEPARTMENT OF AGRICULTURE  
WASHINGTON, D.C. 20250

<b>FEDERAL CROP INSURANCE HANDBOOK</b>		<b>NUMBER: 25490</b>
<b>SUBJECT:</b>  <b>TABLE GRAPE LOSS ADJUSTMENT STANDARDS HANDBOOK FOR THE 2010 AND SUCCEEDING CROP YEARS</b>	<b>DATE:</b> August 2009	
	<b>OPI:</b> Product Administration and Standards Division	
	<b>APPROVED:</b> /S:/ TIM B. WITT  Deputy Administrator, Product Management	<b>DATE</b> 8/27/09

**THIS HANDBOOK CONTAINS THE OFFICIAL FCIC-APPROVED LOSS ADJUSTMENT STANDARDS FOR THIS CROP FOR THE 2010 AND SUCCEEDING CROP YEARS. ALL APPROVED INSURANCE PROVIDER'S (AIP's) WILL UTILIZE THESE STANDARDS FOR BOTH LOSS ADJUSTMENT AND LOSS TRAINING.**

**SUMMARY OF CHANGES/CONTROL CHART**

Major changes: See changes or additions in text which have been highlighted. Three stars (\*\*\*) identify information that has been removed.

1. **Changes for 2010 Issuance: (FCIC-25490) issued AUGUST 2009:**
  - A. Section 1: Updated standard language
  - B. Section 2 A: Updated standard language.
  - C. Section 2 B: Updated terms and definitions to reflect changes to the Table Grape Policy.
  - D. Section 3 A: Updated standard language.
  - E. Section 3 B: Updated standard language.
  - F. Section 3 C: Updated language to reflect changes to the Table Grape Policy.
  - G. Section 7 A: Updated standard language.
  - H. Section 7 B: Updated standard language.
  - I. Updated appraisal worksheet example to reflect changes to Table A requirements.
  - J. Section 8 A: Updated standard language.
  - K. Section 8 B: Updated standard language.

- L. Section 8 C: Updated standard language.
- M. Updated production worksheet example to reflect changes to the Table Grape Policy.
- N. Updated Table A.
- O. Changed Insurance Provider to AIP throughout the LASH.

Control Chart For: Table Grape Loss Adjustment Standards Handbook						
	SC Page(s)	TC Page(s)	Text Page(s)	Reference Material	Date	Directive Number
Remove	Entire Handbook					
Current Index	1-2	1-2	1-29	30-31	8-2009	FCIC-25490

**(RESERVED)**

# TABLE GRAPE LOSS ADJUSTMENT HANDBOOK

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# **1. INTRODUCTION**

**THIS HANDBOOK MUST BE USED IN CONJUNCTION WITH THE LOSS ADJUSTMENT MANUAL (LAM) STANDARDS HANDBOOK, FCIC-25010.**

The FCIC-issued loss adjustment standards for this crop are the official standard requirements for adjusting Multiple Peril Crop Insurance (MPCI) losses in a uniform and timely manner. The FCIC-issued standards for this crop and crop year are in effect as of the signature date for this crop handbook at [www.rma.usda.gov/handbooks/25000/index.html](http://www.rma.usda.gov/handbooks/25000/index.html). All AIP's will utilize these standards for both loss adjustment and loss training for the applicable crop year. These standards which include crop appraisal methods, claims completion instructions, and form standards, supplement the general (not crop-specific) loss adjustment standards identified in the LAM.

# **2. SPECIAL INSTRUCTIONS**

This handbook remains in effect until superseded by reissuance of **either** the entire handbook **or** selected portions (through slipsheets or bulletins). If slipsheets have been issued for a handbook, the original handbook as amended by slipsheet pages shall constitute the handbook. A bulletin can supersede either the original handbook or subsequent slipsheets.

## **A. DISTRIBUTION**

The following is the minimum distribution of forms completed by the adjuster (and signed by the insured **or the insured's representative**) for the loss adjustment inspection:

- (1) One legible copy to insured. The original and all remaining copies as instructed by the AIP.
- (2) It is the AIP's responsibility to maintain original insurance documents relative to policy holder servicing as designated in their approved plan of operations.

## **B. TERMS, ABBREVIATIONS, AND DEFINITIONS**

- (1) Terms, abbreviations, and definitions that are **general** (not crop specific) to loss adjustment are identified in the LAM.
- (2) Terms, abbreviations, and definitions **specific** to table grape loss adjustment and this handbook, which are not defined in this section, are defined as they appear in the text.

- (3) Abbreviation(s):

**CES**                      Cooperate Extension Service (State and County Offices under CSREES)

**CSREES**                Cooperative State Research, Education, and Extension Service

- (4) Definition(s):

**Adapted** (grape varieties)    Varieties (of grapes) that are recognized by the Cooperative State Research, Education, and Extension Service as

compatible with agronomic and weather conditions in the county.

**Cluster Thinning and Removal**

Removal of parts of an immature cluster or the entire cluster of grapes.

**Direct Marketing**

Sale of the insured crop directly to consumers without the intervention of an intermediary such as a wholesales, retailer, packer, processor, shipper or buyer. Examples of direct marketing include selling through an on-farm or roadside stand, farmer's market, and permitting the general public to enter the field for the purpose of picking all or a portion of the crop.

**Harvest**

Removing the mature grapes from the vines either by hand or machine.

**Lug**

(1) Twenty (20) pounds of table grapes in the Coachella Valley, California district and all other States.

(2) Twenty-one (21) pounds in all other California districts.

(3) Or as otherwise specified in the Special Provisions.

**Other Use Value Factor**

The factor determined for harvested production that is marketed for any other use other than table grapes. **Refer to section 12(c)(2) of the crop provisions.**

**Set Out**

Physically planting the grape plants in the vineyard.

**Strippings**

Any table grapes remaining in the vineyard following final harvest that fail to meet the CDFA minimum standards for table grapes.

**Table Grapes**

Grapes that are grown for commercial sale for human consumption as fresh fruit on acreage where the cultural practices are carried out to produce fresh marketable grapes.

**Type**

A category of grapes (one or more varieties) identified as a type in the Special Provisions.

**USDA grade standard**

(1) United States standard used to determine the minimum quality grade will be:

(i) The United States Standards for Grades of Table Grapes (European or Vinifera Type);

(ii) The United States Standards for Grades of American Eastern Type Bunch Grapes; and

(iii) The United States Standards for Grades of Muscadine (*Vitis rotundifolia*) Grapes.

The quantity and number of samples required will be determined in accordance with procedure issued by FCIC or as provided on the Special Provisions of Insurance.

**Variety**

A kind of grape that is distinguished from any other by unique characteristics such as, but not limited to, size, color, skin thickness, acidity, flavors and aromas. In Arizona and California each variety is identified as a separate type in the Special Provisions except for type 095 (other varieties). Type 095 is used to designate varieties not listed as a separate type.

### **3. INSURANCE CONTRACT INFORMATION**

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The **AIP** is to determine that the insured has complied with all policy provisions of the insurance contract. Crop provisions which are to be considered in this determination include (but are not limited to):

#### **A. INSURABILITY**

The following may not be a complete list of insurability requirements. Refer to the Basic Provisions, Grape Crop Provisions, and Special Provisions for a complete list.

- (1) Insured Crop
  - (a) The crop insured will be any insurable grape varieties in the county that are grown for harvest as table grapes.
  - (b) Grapes that are adapted to the area.
  - (c) Grapes grown in vineyards that, if inspected, are considered acceptable by the **AIP** before insurance attaches.
  - (d) Grapes grown on vines that after being set out or grafted, have reached the number of growing seasons designated by the Special Provisions.
  - (e) Grapes grown on vines that have produced an average of at least 150 lugs of table grapes per acre (or otherwise provided in the Special Provisions) in at least one of the most recent three crop years in the insured's actual production history base period. The **AIP** may inspect and agree in writing to insure any acreage that has not produced this amount.
- (2) Insured Acreage. Table grape vines interplanted with another perennial crop are insurable unless the **AIP** inspects the acreage and determines the acreage does not meet the requirements contained in the policy.
- (3) Causes of Loss. In addition to the causes of loss excluded in section 12 of the Basic Provisions, we will not insure against damage or loss of production due to:

- (a) Disease or insect infestation, unless adverse weather:
  - 1 Prevents the proper application of control measures or causes properly applied control measures to be ineffective; or,
  - 2 Causes disease or insect infestation for which no effective control mechanism is available;
- (b) Phylloxera, regardless of cause; or
- (c) Inability to market the table grapes for any reason other than actual physical damage from an insurable cause specified in the policy. (For example, the **AIP** will not pay an indemnity if the insured is unable to market table grapes due to a quarantine, boycott, or refusal of any person to accept production.)

**B. PROVISIONS NOT APPLICABLE TO CAT COVERAGE**

Refer to the CIH and LAM for provisions and procedures not applicable to CAT.

**C. UNIT DIVISION**

- (1) Refer to the insurance contract for unit provisions. Unless limited by the Crop or Special Provisions, a basic unit, as defined in the Basic Provisions, may be divided into optional units if, for each optional unit, all the conditions stated in the applicable provisions are met.

In Arizona and California only, a basic unit will also be established for each grape variety that the insured chooses to insure.

(2) **Optional Units**

- (a) In all states except Arizona and California, Optional units may be established:

- 1 by section, section equivalent, or FSA farm serial number;
- 2 for both irrigated and non-irrigated practices;
- 3 on acreage located on non-contiguous land; or
- 4 by separate type.

Refer to the Grape Crop Provisions for specific information for items 1 through 4 above.

- (b) In Arizona California only, unless otherwise allowed by a written agreement, optional units may ONLY be established if each optional unit is located on non-contiguous land or grown and insured under an organic farming practice, unless otherwise allowed by written agreement.

**D. PRODUCTION TO COUNT**

The total production to count from all insurable acreage on the unit will include:

- (1) All appraised production as follows.
  - (a) Not less than the production guarantee per acre for acreage:
    - 1 that is abandoned;
    - 2 that is sold by direct marketing if the insured fails to comply with the requirements of the crop provisions pertaining to direct marketing of grape production;
    - 3 that is damaged solely by uninsured causes, or
    - 4 for which the insured fails to provide acceptable production records.
  - (b) Production lost due to uninsured causes.
  - (c) Unharvested production that meets, or would meet if properly handled, the state quality standards, if specified in the Special Provisions, or the appropriate USDA grade standard if no state standard is specified.
  - (d) Potential production of insured acreage that the insured intends to abandon or no longer care for, if the insured and the AIP agree on the appraised amount of production. Upon such agreement, the insurance period for that acreage will end. If the insured does not agree with the AIP's appraisal, the AIP may defer the claim only if the insured agrees to continue to care for the crop. The AIP will then make another appraisal when the insured notifies the AIP of further damage or that harvest is general in the area unless the insured harvested the crop, in which case the AIP will use the harvested production. If the insured does not continue to care for the crop, the AIP's appraisal made prior to deferring the claim will be used to determine the production to count.
- (2) All harvested production from insurable acreage regardless of condition or disposition. The quantity of production to count for table grape production damaged by insurable causes within the insurance period that is marketed for any use other than table grapes will be determined by multiplying the greater of:
  - (a) the value of the table grapes per ton; or
  - (b) \$50 per ton by the number of tons, and dividing that result by the highest price election available for the insured unit. This result will be the number of lugs to count.

## **4. TABLE GRAPE APPRAISALS**

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### **A. GENERAL INFORMATION**

- (1) Potential production will be appraised in accordance with procedures specified in this handbook and in the LAM.
- (2) Make separate appraisals for each insurable type.

See the Special Provisions for a list of insurable table grape types.

- (3) Table grape appraisals are to be made for (but not limited to):
  - (a) unharvested production that meets or would meet if properly handled, the state minimum standards, if specified in the Special Provisions, or the appropriate USDA grade standard (if no state standard is specified) and is damaged by insurable causes of loss; and
  - (b) any production that will be sold by direct marketing.

See section 5 for applicable appraisal methods for table grape production that “Meets Table Grape Standards”.

## **B. SELECTING REPRESENTATIVE SAMPLES FOR APPRAISALS**

- (1) Make a general examination of all acreage in the unit. Determine the number and general location of vines to be used in the representative samples based on:
  - (a) Total acreage and number of vines;
  - (b) Extent of variation in the amount of production or damage within the acreage and location of the fruit on the vine.
  - (c) Percent of each variety in the acreage;
  - (d) Vine age, size, density, and vigor. When there appears to be significant differences within the same vineyard or an insured wishes to destroy a portion of the vineyard, split the vineyard into sub-vineyards and appraise each one separately;
  - (e) The acreage in the unit from which fruit has been picked, and the extent of variation in the amount of unpicked fruit on the vines.
- (2) Use as many sample vines as are necessary to accurately determine potential production. Minimum sample requirements are shown in **TABLE A**.

- (3) Determining the number of vines per acre. See section 7 for calculations or **TABLE B** for the Vineyard Populations Table to determine the number of vines per-acre, as applicable.

## **5. APPRAISAL METHODS**

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### **A. GENERAL INFORMATION**

These instructions provide information on appraisal methods for:

<b>Appraisal Method...</b>	<b>Use...</b>
Immature Bunch Weight Appraisal Method	when at the time of appraisal, the appraised grapes have not reached the level of maturity to be packed as table grapes and are not going to be cared for to maturity; and the conditions for using the “Mature Bunch Weight Appraisal Method,” or the “Harvested Appraisal Method” do not apply.
Mature Bunch Weight Appraisal Method	when at the time of appraisal the type (varietal group) has reached the level of maturity to be harvested for the intended use; the conditions for using the “Immature Bunch Weight Appraisal Method,” or the “Harvested Appraisal Method” do not apply; the appraised table grape acreage has NOT been harvested; harvested acreage is NOT representative of the harvested acreage; or vineyard management practices are going to be changed.
Harvested Appraisal Method	if a representative area of the vineyard will be harvested as “Meets Table Grape Standards” and “Other Use” marketable grapes will be harvested separately. The “Other Use” tons will be a separate line entry on the production worksheet and adjusted by the “Other Use” value factor (see section 8).

## **B. IMMATURE BUNCH WEIGHT APPRAISAL METHOD**

- (1) Use the Grape/Table Grape Appraisal Worksheet to count and record the number of undamaged bunches from each sample (see section 4). Include any bunches damaged by uninsurable causes.
- (2) Determine by type (varietal group), the average mature weight per bunch based on information obtained from the local extension service office; university agriculture department; and/or historical average mature bunch weights for the vineyard.

See section 7 (items 23 to 25) that contains procedures for recording immature bunch weights on the Grape/Table Grape Appraisal Worksheet.

- (3) Complete the chain calculations on the appraisal worksheet to determine the appraisal in lugs rounded to tenths.

## **C. MATURE BUNCH WEIGHT APPRAISAL METHOD**

- (1) Select representative vines for bunch sampling (see section 4).
- (2) Pick all of the grape bunches from each sample group and separate the bunches into two piles as follows:
  - (a) grape bunches that meet, or would meet if properly handled, the CDFA minimum standards for table grapes (herein referred to as "Meet Table Grape Standards");
  - (b) grape bunches NOT meeting the Table Grape Standards.
- (3) DISCARD grape bunches that do NOT "Meet Table Grape Standards."
- (4) Count the number of bunches in each sample that "Meets Table Grape Standards," and weigh 10 representative bunches from each sample. Enter the weights for "Meets Table Grape Standards" on the appraisal worksheet.

Grapes damaged by uninsured causes will be counted as those grapes meeting the minimum requirements for table grapes.

- (5) If the table grapes are damaged by insurable causes and the insured intends to discontinue table grape cultural practices it is necessary to determine the production of table grapes which would be marketable as table grapes. If the appraised grapes (Meeting Table Grape Standards) are harvested for "other use," the appraisal will count as production, but the weight of the appraisal (in tons) would be subtracted from the tonnage of grapes marketed as other than table grapes BEFORE determining the harvested production.

**EXAMPLE:**

For grapes appraised as Meeting Table Grape Standards, but then harvested for “Other Use,” (section 12(c)(2) of the crop provisions), settle the claim as follows:	
Harvested Production	200.0 lugs per acre
Appraised production	*55.0 lugs per acre
Winery Tonnage @ \$100/ton	*3.0 tons per acre
*Since the winery tonnage included the appraised production, subtract the weight of the 55 lugs from the 3 tons delivered to the winery (therefore the appraised production is not counted twice).	
Winery Tonnage (3 T @ 2,000 Lbs)	6,000 pounds
Appraised production (55 lugs @ 21 Lbs per lug)	1,155 pounds
Total pounds (2.4 tons)	4,845 pounds
Value to Count **(2.4 tons x winery price of \$100 per ton)	\$240.00
Lugs to count from “other use” (\$240 is divided by the highest price election available for the variety - \$7.00).	34.3 lugs per acre
To establish the total production to count add:	
Harvested	200.0 lugs per acre
Appraised	+ 55.0 lugs per acre
“Other Use”	+ 34.3 lugs per acre
Total production to count	289.3 lugs per acre
**In this example, the 2.4 tons would be production to count and would be entered on the Production Worksheet in Section II, items I, N, and P prior to “Other Use” factor calculation in items Q1, Q2, and R for entry as lugs in item S.	

- (6) If the acreage is appraised and will NOT be harvested, any grapes counted as “Other Use” production will not be used in determining production to count.

If the grapes are damaged by insurable causes and none meet the minimum standards for table grapes; but the insured intends to HARVEST them as other than table grapes, the appraisal worksheet will show no potential production. However, production to count, for harvested table grapes NOT meeting the minimum standards will be determined by dividing the value of production by the highest price election. Document in the Narrative of the Appraisal Worksheet.

## **D. HARVESTED APPRAISAL METHOD**

- (1) Prepare a Special Report indicating the number of lugs/tons harvested, and the calculation showing the per-acre production of the harvested acreage that is to be applied to the unharvested acreage.
- (2) Explain on the Special Report how the harvested portion is representative of the entire acreage being appraised.

## **6. APPRAISAL DEVIATIONS AND MODIFICATIONS**

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### **A. DEVIATIONS**

Deviations in appraisal methods require FCIC written authorization (as described in the LAM) prior to implementation.

### **B. MODIFICATIONS**

There are no pre-established modifications contained in this handbook. Refer to the LAM for additional information.

## **7. APPRAISAL WORKSHEET ENTRIES AND COMPLETION PROCEDURE**

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### **A. APPRAISAL WORKSHEET STANDARDS**

- (1) The entry items in subsection C are the minimum requirements for the Grape Appraisal Worksheet hereafter referred to as the appraisal worksheet. All of these entry items are “Substantive,” (i.e. they are required).
- (2) Appraisal worksheet completion instructions. The completion for the required entry items on the appraisal worksheet in the following subsections are “Substantive,” (i.e., they are required).
- (3) The Privacy Act and Nondiscrimination statements are required statements that must be printed on the appraisal worksheet or provided to the insured as a separate document. These statements are not shown on the example worksheet, herein. The current Privacy Act and Nondiscrimination statements can be found in the DSSH.
- (4) Refer to the DSSH for other crop insurance form requirements (e.g., font point, size, etc).

### **B. GENERAL INFORMATION FOR APPRAISAL WORKSHEET ENTRIES AND COMPLETION PROCEDURES**

- (1) Include the **AIP** name in the appraisal worksheet title if not pre-printed on the **AIP's** worksheet, when a worksheet entry is not provided.

- (2) Include the claim number on the appraisal worksheet (when required by the **AIP**), when a worksheet entry is not provided.
- (3) Separate appraisal worksheets are required for each unit or plot appraised. Refer to section 4 for sampling requirements.

Standard appraisal worksheet items are numbered consecutive in subsection B. An example appraisal worksheet is also provided to illustrate how to complete entries.

## **C. WORKSHEET ENTRIES AND COMPLETION INFORMATION**

Verify or make the following entries:

**Item  
No.**

**Information Required**

1. **Company Name:** Name of **AIP**, if not preprinted on the worksheet. (Company Name)
1. **Insured's Name:** Name of insured that identifies EXACTLY the person (legal entity) to whom the policy is issued.
2. **Policy Number:** Insured's assigned policy number.
3. **Claim Number:** Claim number as assigned by the **AIP**.
4. **Unit Number:** Five-digit unit number from the Summary of Coverage after it is verified to be correct (e.g., 00100).
5. **Unit Location:** Physical location of the vineyard (road or avenue).
6. **Vine Spacing:** Space between vines and between rows in whole feet (e.g., 8' x 12'). Use additional lines to note varying vine spacings within the unit.
7. **Vines per Acre:** Enter the number of vines per acre (see **TABLE B** for Vineyard Populations Table).
8. **Variety:** Name of variety or varieties being appraised, as applicable.
9. **Unit Acreage:** Number of determined acres, rounded to tenths for the unit.
10. **Crop:** "Table grapes" (0052).
11. **Field ID:** Plot or vineyard identification symbol.
12. **No. of Acres:** Number of determined acres in plot or vineyard, rounded to tenths.
13. **Variety:** Variety name for grapes that meet the minimum requirements for table grapes.
14. **Number of Bunches from each Sample (Sample = 5 Vines):** Number of bunches in

sample. Enter "0" if no grapes qualify for that category.

15. **Total Bunches:** Total of item 14 "Number of Bunches from Sample (Sample = 5 Vines)" entries.
16. **No. of Samples:** Total number of samples taken for item 14 "Number of Bunches from Sample (Sample = 5 Vines)."
17. **Bunches per Sample:** Item 15 "Total Bunches" divided by item 16 "No. of Samples," results to tenths.
18. **No. of Vines:** MAKE NO ENTRY. "5" pre-printed on the form.
19. **Average Bunches per Vine:** Item 17 "Bunches per Sample" divided by item 18 "No. of Vines," results to tenths.

For "Immature Bunch Weight Appraisals" - MAKE NO ENTRY in items 20, 21 and 22.

20. **Weight of 10 Sample Bunches:**
  - a. Weight of 10 average size bunches (in pounds to tenths) that are representative of the sample group. If no bunches qualify for a sample (i.e., "Meets Table Grape Standards"), enter "0.0" as the 10-bunch weight for such sample category.
  - b. If 10 representative bunches cannot be found on 5 consecutive vines in the sample group, use as many additional vines as necessary to collect 10 representative bunches. Use only the original sample group of 5 vines for entries in item 14.
21. **Total Bunch Weight:** Total weight of item 20 "Weight of 10 Sample Bunches" entries, results in pounds to tenths.
22. **Total Bunches:** Total number of bunches included in item 21 "Total Bunch Weight."  
  
If a sample weight was recorded as "0.0," DO NOT include that 10-bunch sample in the bunch count.

For "Immature Bunch Weight Appraisals" - enter "Immature Bunch Weight Appraisal," in items 23 to 25, as applicable.

23. **Weight of Sample Bunches:** Total weight from item 21 "Total Bunch Weight," results to tenths.
24. **No. of Bunches:** Number of bunches from item 22 "Total Bunches."
25. **Average Bunch Weight:** Item 23 "Weight of Sample Bunches" divided by item 24 "No. of Bunches," results to two decimal places.
26. **Vines per Acre:** Number of vines from item 7 "Vines per Acre."

27. **Average Bunches per Vine:** Average number of bunches per vine from item 19 "Average Bunches per Vine."
28. **Bunches per Acre:** Item 26 "Vines per Acre" times item 27 "Average Bunches per Vine," results to the nearest whole bunch.
29. **Average Bunch Weight:** Average bunch weight from item 25 "Average Bunch Weight" in pounds rounded to two decimal places.

For "Immature Bunch Weight Appraisals," the "Average Bunch Weight is determined by type (varietal group) from information obtained from the CES; university agriculture department; and/or historical average mature bunch weights for the vineyard.

30. **Total Pounds per Acre:** Item 28 "Bunches per Acre" times item 29 "Average Bunch Weight," results to the nearest whole pound.
31. **Lug/Ton Factor:**
- (a) Cross out "Ton" in the column heading.
  - (b) Enter Lug Factor. 20 pounds for Coachella Valley district; 21 pounds for all other California districts; and 20 pounds for Arizona, as applicable.

32. **Lugs/Tons Per Acre To Count:**
- (a) Cross out "Tons" in the column heading.
  - (b) Item 30 "Total Pounds per Acre" divided by item 31 "Lugs/~~Tons~~ Factor," results in lugs to tenths. (Example:  $4607 \div 21 = 219.4$ )

Transfer all item 32, "Lugs per Acre to Count" entries from "Meets Table Grape Standards to separate line entries on the production worksheet, as applicable.

33. **Narrative:** Document information pertinent to the appraisal.
- a. Enter all notes/calculations or on an attached Special Report. If a Special Report is attached, so indicate.
  - b. Document any unusual entries/findings, and supply any additional information pertinent to the unit appraisal.
  - c. List uninsured causes of damage and date(s) of said damage (e.g., MM/DD/YYYY).

The following required entries are not illustrated on the appraisal worksheet example below.

34. **Adjuster's Signature, Code No. and Date:** Signature of adjuster, code number, and date **after** the insured (or insured's authorized representative) has signed. If the appraisal is performed prior to signature date, document the date of appraisal in the Remarks/Narrative section of the Appraisal Worksheet (if available); otherwise, document the appraisal date in the Narrative of the Production Worksheet.
35. **Insured's Signature and Date:** Insured's (or insured's authorized representative's) signature and date. **BEFORE** obtaining insured's signature, **REVIEW ALL ENTRIES** on the Appraisal Worksheet **WITH THE INSURED or insured's authorized representative**, particularly explaining codes, etc., which may not be readily understood.

**Page \_\_\_\_ of \_\_\_\_:** Page numbers - (Example: Page 1 of 2, Page 1 of 2, Page 2 of 2, etc.).

**FOR ILLUSTRATION PURPOSES ONLY  
GRAPE/TABLE GRAPE APPRAISAL WORKSHEET**

Company Name: ANY COMPANY

1	INSURED'S NAME I. M. ADJUSTER	2	POLICY NUMBER XXXXXXX	3	CLAIM NUMBER XXXXXXX	4	UNIT NUMBER 00100	5	UNIT LOCATION 14 <sup>th</sup> & VINE
6	VINE SPACING 8 x 12	6	VINES PER ACRE 454	7	VARIETY THOMPSON SEEDLESS	8	UNIT ACREAGE 30.0	9	CROP TABLE GRAPES

FIELD ID 11	NO. OF ACRES 12	BUNCH COUNT							TOTAL BUNCHES 15	NO. OF SAMPLES 16	BUNCHES PER SAMPLE 17	NO. OF VINES 18	AVERAGE BUNCHES PER VINE 19
		13 Variety											
14 Number of Bunches from each Sample (Sample = 5 Vines)													
B	5.0	40	37	55					132	3	44.0	5	8.8
20 Weight of 10 Sample Bunches												21 TOTAL BUNCH WEIGHT	22 TOTAL BUNCHES
		10.8	12.4	13.2					36.4			30	
Weight of Sample Bunches 23	No. of Bunches 24	Average Bunch Weight 25	Vines Per Acre 26	Average Bunches Per Vine 27	Bunches Per Acre 28	Average Bunch Weight 29	Total Pounds Per Acre 30	Lug/Ton Factor 31	Lugs/Tons Per Acre To Count 32				
36.4	30.0	1.21	454	X	8.8	3995	x	1.21	4834	21	230.2		

FIELD ID 11	NO. OF ACRES 12	BUNCH COUNT							TOTAL BUNCHES 15	NO. OF SAMPLES 16	BUNCHES PER SAMPLE 17	NO. OF VINES 18	AVERAGE BUNCHES PER VINE 19
		13 Variety											
14 Number of Bunches from each Sample (Sample = 5 Vines)													
												5	
20 Weight of 10 Sample Bunches												21 TOTAL BUNCH WEIGHT	22 TOTAL BUNCHES
Weight of Sample Bunches 23	No. of Bunches 24	Average Bunch Weight 25	Vines Per Acre 26	Average Bunches Per Vine 27	Bunches Per Acre 28	Average Bunch Weight 29	Total Pounds/Tons Per Acre 30	Lugs/Ton Factor 31	Lugs/Tons Per Acre To Count 32				
				X		X							

FIELD ID 11	NO. OF ACRES 12	BUNCH COUNTS							TOTAL BUNCHES 15	NO. OF SAMPLES 16	BUNCHES PER SAMPLE 17	NO. OF VINES 18	AVERAGE BUNCHES PER VINE 19
		13 Variety											
14 Number of Bunches from each Sample (Sample = 5 Vines)													
												5	
20 Weight of 10 Sample Bunches												21 TOTAL BUNCH WEIGHT	22 TOTAL BUNCHES
Weight of Sample Bunches 23	No. of Bunches 24	Average Bunch Weight 25	Vines Per Acre 26	Average Bunches Per Vine 27	Bunches Per Acre 28	Average Bunch Weight 29	Total Pounds Per Acre 30	Lug / Ton Factor 31	Lugs/Tons Per Acre To Count 32				
				X		X							

## **8. CLAIM FORM ENTRIES AND COMPLETION PROCEDURES**

### **A. CLAIM FORM STANDARDS**

- (1) The entry items in subsection C are the minimum Claim Form (hereafter referred to as “Production Worksheet”) requirements. All entry items are considered “Substantive,” (i.e., they are required).
- (2) The completion instructions for the required entry items on the Production Worksheet in the following subsections are “Substantive,” (i.e. they are required).
- (3) The Privacy Act and Nondiscrimination statements are required statements that must be printed on the form or provided as a separate document. These statements are not shown in the example form in this exhibit. The current Privacy Act Statement and Nondiscrimination statements can be found in the DSSH.
- (4) The following certification statement required by the DSSH must be included on the form directly above the insured’s signature block immediately followed by the statement below.

I understand the certified information on this Production Worksheet will be used to determine my loss, if any, to the above unit. The AIP may audit and approve this information and supporting documentation. The Federal Crop Insurance Corporation an agency of the United States subsidizes and reinsures this crop insurance.

- (5) Refer to the DSSH for other crop insurance form requirements (e.g., font point, size, etc.).

### **B. GENERAL INFORMATION FOR CLAIM FORM ENTRIES AND COMPLETION PROCEDURES**

- (1) The claim form (hereafter referred to as “Production Worksheet”) is a progressive form containing all notices of damage for all preliminary and final inspections made on a unit.
- (2) If a Production Worksheet has been prepared on a prior inspection, verify each entry and enter additional information as needed. If a change or correction is necessary, strike out all entries on the line and re-enter correct entries on a new line. The adjuster and the insured should initial any line deletions.
- (3) Refer to the LAM for instructions regarding the following:
  - (a) Acreage reports errors;
  - (b) Delayed notices and delayed claims;
  - (c) Corrected claims or fire losses (double coverage) and cases involving uninsured cause of loss, unusual situations, controversial claims, concealment, or misrepresentation.
  - (d) Claims involving a Certification Form, (when all the acreage on the unit has been

appraised to be put to another use or other reasons described in the LAM).

- (e) "No Indemnity Due" claims (which must be verified by an APPRAISAL or NOTIFICATION from the insured that the production exceeded the guarantee).
- (4) The adjuster is responsible for determining if the insured **has complied with all of the** requirements under the notice and claim provisions of the policy have not been met. If **they** have not, the adjuster should contact the **AIP**.
- (5) Instructions labeled "**PRELIMINARY**" apply to preliminary inspections only. Instructions labeled "**FINAL**" apply to final inspections only. Instructions not labeled apply to all inspections.

### **C. FORM ENTRIES AND COMPLETION INFORMATION**

Verify or make the following entries:

**Item  
No.**

**Information Required**

1. **Crop/Code #:** "Table grapes" (0052).
2. **Unit #:** Five-digit unit number from the Summary of Coverage after it is verified to be correct (e.g., 00100).
3. **Legal Description:** Section, township, and range number or other legal description that identifies the location of the unit.
4. **Date of Damage:** First three letters of the month during which MOST of the insured damage (including progressive damage) occurred for each inspection. Include the SPECIFIC DATE where applicable as in the case of hail damage (e.g., AUG 11).
5. **Cause of Damage:** Name of insured cause of loss for **this crop** as listed in the LAM. If it is evident that no indemnity is due, enter "NONE." If an insured cause of loss is coded as "Other," explain in the Narrative.

See the Basic Provisions and the crop provisions for this crop for information pertaining to insured and uninsured causes of loss.

6. **Primary Cause %:**

**PRELIMINARY** - MAKE NO ENTRY.

**FINAL:** Percent of damage for the cause of damage listed in item 5 above that is determined to be the primary cause of damage, to the nearest whole percent. The primary cause of damage must exceed 50 percent (e.g., 51%). Enter an "X" for the major secondary cause of damage.

7. **Company/Agency:** Name of company and agency servicing the contract.
8. **Name of Insured:** Name of the insured that identifies EXACTLY the person (legal entity) to whom the policy is issued.
9. **Claim Number:** Claim number as assigned by the **AIP**.
10. **Policy Number:** Insured's assigned policy number.
11. **Crop Year:** Crop year, as defined in the policy, for which the claim is filed.
12. **Additional Units:**

**PRELIMINARY:** MAKE NO ENTRY.

**FINAL:** Unit number(s) for ALL non-loss units for the crop at the time of final inspection. A non-loss unit is any unit for which a Production Worksheet has not been completed. Additional non-loss units may be entered on a single Production Worksheet.

If more spaces are needed for non-loss units, enter the unit numbers identified as "Non-Loss Units" in the Narrative or on an attached Special Report.

13. **Est. Prod. Per Acre:**

**PRELIMINARY:** MAKE NO ENTRY.

**FINAL:** Estimated yield per acre in whole tons, of all non-loss units for the crop at the time of final inspection.

14. **Date(s) Notice Of Loss:**

**PRELIMINARY:**

- a. Date the notice of damage was given for the unit in item 2 **in the first or second space, as applicable. Enter the complete date (mm/dd/yyyy).**
- b. A third preliminary inspection (if needed) requires an additional set of Production Worksheets. Enter the date of notice for a third preliminary inspection in the 1st space of item 14 on the second set **of Production worksheets.**
- c. Reserve the "Final" space on the first page of the first set of Production Worksheets for the date of notice for the final inspection.
- d. If the inspection is initiated by the **AIP**, enter "Company Insp." instead of the date.
- e. If the notice does not require an inspection, document as directed in the narrative instructions.

**FINAL:** Transfer the last date in the 1st or 2nd space from the first or second set of production worksheets to the FINAL space if a final inspection should be made as a result of the notice. Always enter the complete date of notice (month, day, year) for the FINAL inspection in the FINAL space on the first page of the first set of Production Worksheets. For a delayed notice of loss or delayed claim, refer to the LAM.

15.

**Companion Policy(s):**

- a. If no other person has a share in the unit (insured has 100 percent share), MAKE NO ENTRY.
- b. In all cases where the insured has LESS than a 100 percent share of a loss-affected unit, ask the insured if the OTHER person sharing in the unit has a multiple-peril crop insurance contract (i.e., not crop-hail, fire, etc.). If the other person does not, enter “NONE.”
  - (1) If the other person has a multiple-peril crop insurance contract and it can be determined that the SAME AIP services it, enter the contract number. Handle these companion policies according to AIP instructions.
  - (2) If the OTHER person has a multiple-peril crop insurance contract and a DIFFERENT AIP or agent services it, enter the name of the AIP and/or agent (and contract number) if known.
  - (3) If unable to verify the existence of a companion contract, enter “Unknown” and contact the AIP for further instructions.

Refer the LAM for further information regarding companion contracts.

## **SECTION I - ACREAGE APPRAISED, PRODUCTION, AND ADJUSTMENTS**

Make separate line entries for varying:

- (1) Rate classes, types, or farming practices;
- (2) APH yields;
- (3) Appraisals;
- (4) Adjustments to appraised mature production (quality adjustment factors);
- (5) Stages or intended use(s) of acreage;
- (6) Shares (e.g., 50 percent and 75 percent shares on the same unit); or
- (7) Appraisals for damage due to hail or fire if Hail and Fire Exclusion is in effect.

**Verify or make the following entries:**

**Item**

**No.      Information Required**

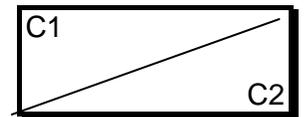
A.      **Field ID:** The field identification symbol from a sketch map or an aerial photo. See the narrative **instructions of the Production worksheet**. In the margin (or in a separate column), enter the date of inspection for the last line entry of each inspection **for the last line entry of each inspection**.

B.      **Preliminary Acres:**

**PRELIMINARY:** The number of acres, to tenths, (include “E” if estimated), for which consent for other use has been given. Determine actual acreage, to tenths, when the boundaries of the appraised acreage may not be determined later. **Refer to the LAM or CIH for acreage measurement instructions specific to perennial crops.**

**FINAL:** MAKE NO ENTRY.

C.      **Final Acres:** Refer to the LAM or CIH for definition of acceptable determined acres for **perennial crops** used herein.



Determine acres to tenths (include “E” if estimated) for which consent is given for other use and/or:

- a. Put to other use without consent;
- b. Abandoned.
- c. Damaged by uninsured causes.
- d. For which the insured failed to provide acceptable records of production.

**FINAL:** Determined acres to tenths.

Acreage breakdowns **WITHIN** a unit may be estimated (enter “E” in front of the acres) if a determination is impractical, **document authorization** in the Narrative.

**ACCOUNT FOR ALL ACREAGE IN THE UNIT.** In the event of over-reported acres, handle in accordance with individual **AIP’s** instructions. In the event of under-reported acres, draw a diagonal line in Column “C” as shown.

C<sub>1</sub> Enter the **ACTUAL** acres for the vineyard or sub-vineyard.

C<sub>2</sub> Enter the **REPORTED** acres for the vineyard or sub-vineyard.

D.      **Interest or Share:** Insured’s interest in the crop to three decimal places as determined at the time of inspection. If shares vary on the same **UNIT**, use separate line entries.

- E. **Risk:** Three-digit code for the correct “Rate Class” specified on the actuarial documents. If a “Rate Class” is not specified on the actuarial documents, make no entry. Verify with the Summary of Coverage, and if the rate class is found to be incorrect, revise according to AIP’s instructions. Refer to the LAM. Unrated land is uninsurable without a written agreement.

Unrated land is uninsurable without a written agreement.

- F. **Practice:** Three-digit code number, entered exactly as specified on the actuarial documents, for the practice carried out by the insured. If “No Practice Specified,” enter appropriate 3-digit code number from the actuarial documents.

- G. **Type/Class/Variety:** Three-digit code number, entered exactly as specified on the actuarial documents, for the type/variety grown by the insured. If “No Type Specified,” enter appropriate 3-digit code number from the actuarial documents.

- H. **Stage:**

**PRELIMINARY: MAKE NO ENTRY.**

**FINAL:** Stage abbreviations as shown below:

<u>STAGE</u>	<u>EXPLANATION</u>
"P" .....	Acreege abandoned without consent, put to other use without consent, damaged solely by uninsured causes, for which the insured failed to provide records of production which are acceptable to the AIP, or from which production was sold by direct marketing if the insured failed to meet the requirements contained in the crop provisions.
"H" .....	Harvested.
"UH" .....	Unharvested or put to other use with consent.

**GLEANED ACREAGE: Refer to the LAM for information on gleaning.**

- I. **Intended or Final Use:** Use of acreage. Use the following AIntended Use@ abbreviations.

<u>USE</u>	<u>EXPLANATION</u>
"WOC" .....	Other use without consent
"SU" .....	Solely uninsured
"ABA" .....	Abandoned without consent
"H" .....	Harvested
"UH" .....	Unharvested

Verify any "Intended Use" entry. If the final use of the acreage was not as indicated, strike out the original line and initial it. Enter all data on a new line showing the correct "Final Use."

**GLEANED ACREAGE: Refer to the LAM for information on gleaning.**

J. **Appraised Potential:** Per-acre appraisal in lugs, to tenths of POTENTIAL production for the acreage appraised. (See appraisal methods for additional instructions).

If there is no potential on UH acreage, enter "0".

K. - L. MAKE NO ENTRY.

M. **Uninsured Causes:** EXPLAIN IN THE NARRATIVE.

a. Hail and fire exclusion NOT in effect.

- (1) Enter NOT LESS than the insured's production guarantee per acre in lugs, to tenths, for the line (calculated by multiplying the elected coverage level percentage times the approved APH yield per acre shown on the APH form) for any "P" stage acreage.

On preliminary inspections, advise the insured to keep the harvested production from any acreage damaged SOLELY by uninsured causes separate from other production.

- (2) For acreage that is damaged PARTLY by uninsured causes, enter the APPRAISED UNINSURED loss of production per acre in lugs, rounded to tenths, for any such acreage. Refer to the LAM for information regarding assessing uninsured cause appraisals.

b. Refer to the LAM when a Hail and Fire Exclusion is in effect and damage is from hail or fire.

c. Enter the result of adding uninsured cause appraisals to hail and fire exclusion appraisals.

For fire losses, if the insured also has other fire insurance (double coverage), refer to the LAM.

N. **Adjusted Potential:** Column "J" plus column "M," results in lugs, rounded to tenths.

O. **Total to Count:** Column "C" or "C<sub>1</sub>" (actual acres) times column "N," results in lugs, rounded to tenths.

P. **Per Acre:** Per-Acre Guarantee: Enter the per-acre production guarantee from the insured's policy.

Q. **Total:** Column "C<sub>2</sub>" (reported acres) times Column "P" ("C" if acreage is not under-

reported), rounded to whole lugs.

16. **Total Acres:**

**PRELIMINARY:** MAKE NO ENTRY.

**FINAL:** Total Actual Acres (Column “C” or [“C<sub>1</sub>” if there are under-reported acres]), to tenths.

OR ITEM 17. WHEN SEPARATE LINE ENTRIES ARE MADE FOR VARYING SHARES, STAGES, APH YIELDS, PRICE ELECTIONS, TYPES, ETC., WITHIN THE UNIT, THE AND TOTALS NEED TO BE KEPT SEPARATE FOR CALCULATING INDEMNITIES, MAKE NO ENTRY AND FOLLOW **AIP'S** INSTRUCTIONS; OTHERWISE, MAKE THE FOLLOWING ENTRIES.

17. **Totals:**

**PRELIMINARY:** MAKE NO ENTRY.

**FINAL:** Total of Column “O” and total of Column “Q.”

**NARRATIVE:**

If more space is needed, document on a Special Report, and enter “See Special Report.” Attach the Special Report to the Production Worksheet.

- a. If no acreage is released on the unit, enter “No acreage released,” adjuster's initials, and date.
- b. If notice of damage was given and “No Inspection” is necessary, enter the unit number(s), “No Inspection,” date, and adjuster’s initials. The insured’s signature is not required.
- c. Explain any uninsured causes, unusual, or controversial cases.
- d. If there is an appraisal in Section I, item M for uninsured causes due to a hail/fire exclusion, show the original hail/fire liability per acre and the hail/fire indemnity per acre.
- e. Document the actual appraisal date if an appraisal was performed prior to the adjuster’s signature date on the appraisal worksheet, and the date of the appraisal is not recorded on the appraisal worksheet.
- f. State that there is “No Other Fire Insurance” when fire damages or destroys the insured crop and it is determined that the insured has no other fire insurance. Also refer to the LAM.
- g. Explain any errors found on the Summary of Coverage.
- h. Explain any commingled production. Refer to the LAM.

I. Explain any entry for “Production not to Count” and/or any production not included in Section II, item I for entries in item B-E entries.

j. Explain “NO” checked in item 19.

k. Attach a sketch map or aerial photo to identify the total unit:

- (1) If consent is or has been given to put part of the unit to another use.
- (2) If uninsured causes are present; or
- (3) For unusual or controversial cases.

Indicate on the aerial photograph or sketch map, the disposition of acreage destroyed or put to other use with or without consent.

l. Explain any differences between date of inspection and signature dates. For an ABSENTEE insured, enter the date of the inspection AND the date of mailing the Production Worksheet for signature.

m. When any other adjuster or supervisor accompanied the adjuster on the inspection, enter the code number of the other adjuster or supervisor and date of inspection.

n. Explain the reason for a “No Indemnity Due” claim. “No Indemnity Due” claims are to be distributed in accordance with AIP’s instructions.

o. Explain any delayed notices or delayed claims as instructed in the LAM.

p. Document any authorized estimated acres shown in Section I, item C as follows: Line 3 “E” acres authorized by the AIP MM/DD/YYYY.

q. Specify the type of insects or diseases when the insured cause of damage or loss is listed as insects and disease. Explain why control measures did not work.

r. Document the method and calculation used to determine acres for the unit. Refer to the LAM.

s. Document the name and address of the charitable organization when gleaned acreage is applicable. Refer to the LAM for more information on gleaning.

t. Document any other pertinent information, including any data to support any factors used to calculate the production. If on an attachment, enter “See Attachment.”

## SECTION II - HARVESTED PRODUCTION

### GENERAL INFORMATION

- (1) Account for ALL HARVESTED PRODUCTION (for ALL ENTITIES sharing in the crop) except production appraised BEFORE harvest and shown in SECTION I because the quantity cannot be determined later.

- (2) For production commercially stored, sold, etc., enter the name and address of storage facility, buyer, packinghouse, or processor as applicable in items B through E.
- (3) If additional lines are necessary, the data may be entered on a continuation sheet.  
USE SEPARATE LINES FOR:
  - (a) Different FIRST handlers (buyers, packing houses, or processors). The insured must have maintained satisfactory records of ALL production sold. Verify any packinghouse or processor records.  
  
(In all localities) if the first handler was not a packer or processor, the production will be determined by the adjuster on the basis of available records.
  - (b) Different types and/or quality (differing value).
  - (c) Varying shares; e.g., 50 percent and 75 percent shares on same unit.
  - (d) There will generally be no harvested production entries in items A through S for preliminary inspections.
  - (e) If there is harvested production from more than one insured practice (or type/variety) and a separate approved APH yield has been established for each, the harvested production also must be entered on separate lines in items A through S by type/variety. If production has been commingled, refer to the LAM.

**Verify or make the following entries:**

**Item**

**No.      Information Required**

18.      **Date Harvest Completed: (Used to determine if there is a delayed notice or a delayed claim. Refer to the LAM.)**

**PRELIMINARY: MAKE NO ENTRY**

**FINAL:**

- a. The earlier of the date the ENTIRE acreage on the unit was either (1) harvested, (2) totally destroyed, (3) put to other use, (4) a combination of harvested, destroyed, or put to other use, or (5) the calendar date for the end of the insurance period.
- b. If at the time of final inspection (if prior to the end of the insurance period), there is any unharvested insured acreage remaining on the unit that the insured does not intend to harvest, enter “**Incomplete.**”
- c. If at the time of final inspection (if prior to the end of the insurance period), **none** of the insured acreage on the unit has been harvested, and the insured does not intend to harvest such acreage, enter “**No Harvest.**”

- d. If the case involves a Certification Form, enter the date from the Certification Form when the entire unit is put to another use, etc. Refer to the LAM.

19. **Similar Damage:**

**PRELIMINARY:** MAKE NO ENTRY.

**FINAL:** Check “Yes” or “No.” Check “Yes” if amount and cause of damage due to insurable causes is similar to the experience of other vineyards in the area. If “No” is checked, explain in the narrative.

20. **Assignment of Indemnity:** Check “Yes” **only** if an assignment of indemnity is in effect for the crop year; otherwise, check “No.” Refer to the LAM.

21. **Transfer of Right to Indemnity:** Check “Yes” **only** if a transfer of right to indemnity is in effect for the unit for the crop year; otherwise, check “No.” Refer to the LAM.

- A1. **Share:** RECORD ONLY VARYING SHARES on SAME unit to three decimal places.

- A2. **Field ID:** If only one practice, variety or type of harvested production is listed in Section I, MAKE NO ENTRY.

If more than one practice, variety or type of harvested production is listed in Section I, and a separate approved APH yield exists, indicate for each practice/type/variety the corresponding Field ID (from Section I, item “A”).

- B. - E. For each table grape variety stored or sold, enter the name and address of the packinghouse, winery, or buyer as applicable. For fruit otherwise disposed of, indicate the method of disposition (sold at roadside stand, etc.).

- F. - H. MAKE NO ENTRY.

I. **Bu., Ton, Lbs., Cwt.:**

- a. Grape production that “Meets Table Grape Standards:” Line through Bu., Ton, Lbs., and Cwt. and write “Lugs” in heading. Enter production in lugs, rounded to tenths.
- b. Grape production harvested and marketable as “Other Use:” enter tonnage rounded to tenths, followed by “T” (e.g., 3.6T) if, due to insurable causes, the harvested production is marketable for any other use other than table grapes.

- J. - M<sub>2</sub>. MAKE NO ENTRY.

- N. **Adjusted Production:** Lugs or tons rounded to tenths for the grapes in Column “I,” as applicable.

O. **Production Not to Count:** Net production NOT to count (in lugs or tons, to tenths, as applicable) WHEN ACCEPTABLE RECORDS IDENTIFYING SUCH PRODUCTION ARE AVAILABLE, from harvested acreage which has been assessed an appraisal of not less than the guarantee per acre, or from other sources (e.g., other units or uninsured acreage).

THIS ENTRY MUST NEVER EXCEED PRODUCTION SHOWN ON THE SAME LINE. EXPLAIN ANY "PRODUCTION NOT TO COUNT" IN THE NARRATIVE.

P. **Production:** Result of subtracting the entry in Column "O" from Column "N," in lugs or tons to tenths, as applicable.

Q<sub>1</sub>. **Value:**

- a. For grape production that "Meets Table Grape Standards," MAKE NO ENTRY.
- b. For damaged grape production that is harvested and marketable as "Other Use," enter the greater of (1) the value of table grapes per ton; or (2) \$50.00 per ton.

Q<sub>2</sub>. **Market Price:**

- a. For grape production that "Meets Table Grape Standards," MAKE NO ENTRY.
- b. For damaged grape production that is harvested and marketable as "Other Use," enter the highest price election available for the unit.

R. **Quality Factor:** Q<sub>1</sub> "Value" divided by Q<sub>2</sub> "Market Price," results to three-decimal places.

This result will convert tons of damaged production into the number of lugs to count.

S. **Production to Count:**

- a. For grape production that "Meets Table Grape Standards," transfer entry from column "P," results in lugs to tenths.
- b. For grape production that is harvested and marketable as "Other Use," Enter the result of multiplying column P "Production" times column R "Quality Factor," results in lugs, rounded to tenths.

FOR ITEMS 22-24. WHEN SEPARATE LINE ENTRIES ARE MADE FOR VARYING SHARES, STAGES, APH YIELDS, PRICE ELECTIONS, TYPES, ETC., WITHIN THE UNIT, AND TOTALS NEED TO BE KEPT SEPARATE FOR CALCULATING INDEMNITIES, MAKE NO ENTRY AND FOLLOW **AIP'S** INSTRUCTIONS; OTHERWISE, MAKE THE FOLLOWING ENTRIES.

22. **Section II Total:**  
**PRELIMINARY** - MAKE NO ENTRY.  
**FINAL:** Total of Column S, in lugs, rounded to tenths.

23. **Section I Total:**  
**PRELIMINARY:** MAKE NO ENTRY.  
**FINAL:** Enter figure from Section I, Column "O" total, in lugs, rounded to tenths.

24. **Unit Total:**  
**PRELIMINARY:** MAKE NO ENTRY.  
**FINAL:** Total of 22 and 23, in lugs, to tenths.

**The following required entries are not illustrated on the appraisal worksheet example below.**

25. **Adjuster's Signature, Code Number, and Date:** Signature of adjuster, code number, and date signed **after** the insured (or insured's authorized representative) has signed. For an absentee insured, enter adjusters code number **ONLY**. The signature and date will be entered **AFTER** the absentee has signed and returned the Production Worksheet.

Final indemnity inspection should be signed on bottom line.

26. **Insured's Signature and Date:** Insured's (or insured's authorized representative's) signature and date. **BEFORE** obtaining insured's signature, **REVIEW ALL ENTRIES** on the Production Worksheet **WITH THE INSURED, or the insured's authorized representative**, particularly explaining codes, etc., that may not be readily understood.

Final indemnity inspection should be signed on bottom line.

27. **Page Numbers:**  
**PRELIMINARY:** Page numbers – "1," "2," etc., at the time of inspection.  
**FINAL:** Page numbers - (Example: Page 1 of 1, Page 1 of 2, Page 2 of 2, etc.).

1 Crop/Code# Table Grapes 0052	2 Unit # 00100	3 Legal Description 14 <sup>th</sup> and Vine
4 Date of Damage	May 26	
5 Cause of Damage	Hail	
6 Primary Cause %	100%	
12 Additional Units	00200	
13 Est. Prod Per Acre	775	

**PRODUCTION WORKSHEET  
(FOR ILLUSTRATION PURPOSES ONLY)**

7 Company \_\_\_\_\_ Any Company \_\_\_\_\_  
Agency \_\_\_\_\_ Any Agency \_\_\_\_\_

8 Name of Insured I. M. Insured			
9 Claim Number XXXXXXXX		11 Crop Year YYYY	
10 Policy Number XXXXXXX			
14 Date(s) Notice of Loss	1 <sup>st</sup> MM/DD/YYYY	2 <sup>n</sup> d	Final MM/DD/YYYY
15 Companion Policy(s)			

**SECTION I – ACREAGE APPRAISED, PRODUCTION AND ADJUSTMENTS**

ACTUARIAL										POTENTIAL YIELD					STAGE GUARANTEE		
A	B	C	D	E	F	G	H	I	J	K <sub>1</sub> K <sub>2</sub>	L	M	N	O	P	Q	
Field ID	Prelim Acres	Final Acres	Interest or Share	Risk	Practice	Type Class	Stage	Intended or Final Use	Appraised Potential	Moisture % Factor	Shell and/or Quality Factor	Uninsured Cause	Adjusted Potential	Total to Count (C x N)	Per Acre	Total (C x P)	
B		5.0	1.000	001	002	088	UH	UH	230.2				230.2	1151.0	510.0	2,550	
A		5.0	1.000	001	002	088	H	H							510.0	2,550	
MD C		20.0	1.000	001	002	088	H	H							510.0	10,200	
16 TOTAL	30.0												17 TOTALS	1151.0		15,300	

**NARRATIVE (If more space is needed, attach a Special Report)** Appraised acreage determined by FSA aerial photo maps. Determined fields A&C. Acreage would measure within 5% of the reported acreage. Field A, 7.0 acres harvested as "Other Use" production. 2.4 Tons of production adjusted to lugs to count by dividing \$100.00 value/ton by \$5.00, the high price election for Thompson Seedless varieties (Listed on line 2, Section II).

Section I, Field B appraised production as table grapes and meet CDFA minimum standards. (See Appraisal Worksheet).

**SECTION II – HARVESTED PRODUCTION**

18 Date Harvest Completed MM/DD/YYYY	19 Is damage similar to other farms in the area? Yes X No	20 Assignment of Indemnity? Yes No X	21 Transfer of Right To Indemnity? Yes No X
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MEASUREMENTS					GROSS PRODUCTION				ADJUSTMENTS TO HARVESTED PRODUCTION									
A <sub>1</sub> A <sub>2</sub>	B	C	D	E	F	G	H	I	J	K <sub>1</sub> K <sub>2</sub>	L <sub>1</sub> L <sub>2</sub>	M <sub>1</sub> M <sub>2</sub>	N	O	P	Q <sub>1</sub> Q <sub>2</sub>	R	S
Share Field ID	Length of Diameter	Width	Depth	Deduction	Net Cubic Feet	Conversion Factor	Gross Prod. (F x G)	Lugs	Shell/Sugar Factor	FM% Factor	Moisture% Factor	Test Wt. Factor	Adjusted Production HorlxJxK <sub>2</sub> xL <sub>2</sub> xM <sub>2</sub>	Prod. Not To Count	Production (N – O)	Value Mkt. Price	Quality Factor (Q <sub>1</sub> ÷ Q <sub>2</sub> )	Production To Count (P x R)
	ABC Packing House Anytown, Anystate							1000.0					1000.0		1000.0			1000.0
	ABC Winery Anytown, Anystate							2.4 T					2.4T		2.4	100.00 7.00	14.285	34.3

I certify the information provided above, to the best of my knowledge, to be true and complete and that it will be used to determine my loss, if any, to my insured crops. I understand that this Production Worksheet and supporting papers are subject to audit and approval by the company. I understand that this crop insurance is subsidized and reinsured by the Federal Crop Insurance Corporation, an agency of the United States. I understand that any false or inaccurate information may result in the sanctions outlined in my policy and administrative, civil, and criminal sanctions under 18 U.S.C. § 1006 and 1014, 7 U.S.C. 1506, 31 U.S.C. 3729 and other federal statutes

22 Section II Total	1034.3
23 Section I Total	1151.0
24 Unit Total	2185.3

## 9. REFERENCE MATERIAL

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**TABLE A - MINIMUM REPRESENTATIVE SAMPLE REQUIREMENTS**

<b>ACRES IN FIELD OR SUBFIELD:</b>	<b>MINIMUM NUMBER OF SAMPLES:</b>
0.1 – 10.0	3
One additional sample is required for each additional 40.0 (or fraction thereof) in field or subfield.	

**TABLE B - VINEYARD POPULATIONS TABLE**

		DISTANCE BETWEEN VINES (IN FEET)														
		6	7	8	9	10	11	12	13	14	15	16	17	18	19	20
DISTANCE BETWEEN ROWS (IN FEET)	6	1210	1037	908	807	726	660	605	558	519	484	453	427	403	382	363
	7	1037	889	779	691	622	566	519	479	444	415	389	366	346	328	311
	8	908	779	681	605	545	495	454	419	389	363	340	320	303	287	272
	9	807	691	605	538	484	440	403	372	346	323	303	285	269	255	242
	10	726	622	545	484	436	396	363	335	311	290	272	256	242	229	218
	11	660	566	495	440	396	360	330	305	283	264	248	233	220	208	198
	12	605	519	454	403	363	330	303	279	259	242	227	214	202	191	182
	13	558	479	419	372	335	305	279	258	239	223	209	197	186	176	168
	14	519	444	389	346	311	283	259	239	222	207	194	183	173	164	156
	15	484	415	363	323	290	264	242	223	207	194	182	171	161	153	145
	16	454	389	340	303	272	248	227	209	194	182	170	160	151	143	136
	17	427	366	320	285	256	233	214	197	183	171	160	151	142	135	128
	18	403	346	303	269	242	220	202	186	173	161	151	142	134	127	121
	19	382	328	287	255	229	208	191	176	164	153	143	135	127	121	115
	20	363	311	272	242	218	198	182	168	156	145	136	128	121	115	109

For spacings not show on the tables: Multiply the distance between vines (nearest tenth of a foot) times the distance between rows (nearest tenth of a foot) and divide the result into 43,560 (round result to the nearest whole number)

**EXAMPLE:** 6.5 ft. X 10 ft. = 65 sq. ft.  
 43,560 ) 65 = 670 vines per acre