

Produce Transportation & Marketing Record Instructions

1. This form must be completed as sales are completed, and must be available for inspector audit.
2. A Lot Number must be included and correspond to the assigned lot # on the Production & Storage Summary (Doc # 5.4.3.2).
3. If two Lot Numbers are combined, a new lot number should be assigned and records must be kept indicating which lot numbers were combined.
4. All sales must be recorded, including the sale of transitional and non-organic produce currently in inventory.
5. Keep a copy of this document in your Producer Records Manual.

Lot numbers must be assigned to the production of each field or group of fields. For example organic durum wheat grown by Producer PC 999 on fields 6, 7, and 8 in 2009 and stored in bin 12 will have the following lot #:

PC999ODUR6,7,8/12/09

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