



# Instructions for Remittance of 100% Legislative Checkoff

**T**his booklet is designed to explain the "Pork Promotion Investment Report" form and other general responsibilities of those involved with the remittance of funds generated through the national 100% Legislative Checkoff Program. Market responsibilities are outlined according to the Pork Promotion, Research and Consumer Information Order, 7CFR Part1230, Final Rule published September5, 1986, Federal Register .

Investment reports filed by your market are confidential according to the law. Industry or state reports will only include collective data, not individual reports.

## EXPLANATION

Assessments on Market Hogs, Feeder Pigs and Seedstock are to be reported separately on the Investment Report. The form is segmented into these three classes. Swine fall into each category as follows:

**Market Hogs** - Boars, barrows, gilts, sows of any weight intended for slaughter within 30days (includes cull boars and sows).

**Feeder Pigs** - Young male or female pigs sold to be finished over a period of more than one month. These pigs are intended for slaughter after the finishing (feeding) period.

**Seedstock** - Male or female swine of purebred, crossbred, or hybrid origin to be raised and/or placed into production in the breeding herd. Female animals can be of any weight, bred or open. Cull boars and sows should be reported as market hogs.

## COMPLETING THE PORK PROMOTION INVESTMENT REPORT

Please refer to the facing page in filling in the Pork Promotion Investment Report form.

- ① Please use the personalized peel-off address labels. Labels are provided for your convenience and for accurate record keeping. The information on the label allows for proper credit to be given to your account.
- ② Please indicate if an address correction is made. Make the correction on the address label. Updated labels will be returned to you for future use.
- ③ Investment Report forms, labels and return envelopes can be ordered by checking the appropriate space.
- ④ **State of Origin** - The law requires you to report the state in which hogs were produced. The address of the producer may be a simple source of this information. Accurate information is important since the law provides for distribution of checkoff funds based on the value of hogs marketed from each state.
- ⑤ **Number of Hogs** - Fill in the actual number of animals on which an assessment was made, according to class and state of origin. The total number of animals marketed in each class should be reported on the last line of each section.
- ⑥ **Gross Market Value** - For each state, fill in the total amount paid, before deductions, for animals by market hog, feeder pig, and seedstock. Totals should be reported on the last line of each section.
- ⑦ **Promotion Assessment** - An universal assessment of .40 of one percent (.0040) of gross market value must be made on swine at the first point of sale. This means a deduction of \$.40 on \$100 of gross value. Fill in the amount of assessments collected for each state and class. Be sure to total these amounts on the last line of each section. It is necessary to round off the promotion assessment on each producer. Therefore, this figure will not necessarily match the product of the Gross Market Value and .0040.
- ⑧ **Amount of Check** - One check or money order should accompany your report to the National Pork Board. The check should be remitted for the TOTAL amount of assessments collected.
- ⑨ **Period Covered** - Begin each report with the day after the ending date of your prior report. Periods not covered by your reports will generate notices and follow-up by the National Pork Board.
- ⑩ **Signature and Date** - Your dated signature verifies the validity of your report. Forms must be signed and dated in order to be accepted.

*Please mail the completed form to the National Pork Board address indicated on the form.*

U.S. DEPARTMENT OF AGRICULTURE  
 AGRICULTURE MARKETING SERVICE

**PORK PROMOTION INVESTMENT REPORT**

NOTE: According to the Paperwork Reduction Act of 1995, an agency may not conduct or sponsor, and a person is not required to respond to a collection of information unless it displays a valid OMB control number. The valid OMB control number for this information collection is 0581-0093. The time required to complete this information collection is estimated to average 1 hour per response, including the time for reviewing the instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information.

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(USE LABEL PROVIDED)

ACCT. # \_\_\_\_\_  
 NAME \_\_\_\_\_  
**1** ADDRESS \_\_\_\_\_  
 CITY \_\_\_\_\_  
 STATE \_\_\_\_\_ ZIP \_\_\_\_\_  
 PHONE # (\_\_\_\_) \_\_\_\_\_

**2** CHECK IF ADDRESS CHANGED: \_\_\_\_\_  
**3** CHECK TO ORDER FORMS: \_\_\_\_\_

Pork Producer Checkoff Investments are shared by national and state organizations to conduct pork industry promotion, research and consumer information programs.

**MARKET HOG/CULL SOWS/BOARS INVESTMENT**

State of Origin	Number of Hogs	Gross Market Value	Promotion Assessment
_____	_____ HD	_____ \$	_____ x .0040 of Gross \$
_____	_____ HD	_____ \$	_____ x .0040 of Gross \$
_____	_____ HD	_____ \$	_____ x .0040 of Gross \$
_____	_____ HD	_____ \$	_____ x .0040 of Gross \$
_____	_____ HD	_____ \$	_____ x .0040 of Gross \$
_____	_____ HD	_____ \$	_____ x .0040 of Gross \$
<b>Total:</b>	_____ HD	_____ \$	<b>Total:</b> _____ \$

**FEEDER/ISOWEAN/PIG INVESTMENT**

State of Origin	Number of Hogs	Gross Market Value	Promotion Assessment
_____ <b>4</b>	_____ HD <b>5</b>	_____ \$ <b>6</b>	_____ x .0040 of Gross \$ <b>7</b>
_____	_____ HD	_____ \$	_____ x .0040 of Gross \$
_____	_____ HD	_____ \$	_____ x .0040 of Gross \$
_____	_____ HD	_____ \$	_____ x .0040 of Gross \$
<b>Total:</b>	_____ HD	_____ \$	<b>Total:</b> _____ \$

**SEEDSTOCK INVESTMENT**

State of Origin	Number of Hogs	Gross Market Value	Promotion Assessment
_____	_____ HD	_____ \$	_____ x .0040 of Gross \$
_____	_____ HD	_____ \$	_____ x .0040 of Gross \$
<b>Total:</b>	_____ HD	_____ \$	<b>Total:</b> _____ \$

**DUE: 15 DAYS AFTER PERIOD ENDING DATE\***  
**1.5% LATE CHARGE PER MONTH WILL BE BILLED**

**8** TOTAL AMOUNT OF CHECK \$ \_\_\_\_\_  
**9** PERIOD COVERED \_\_\_\_\_ thru \_\_\_\_\_\*, 20 \_\_\_\_\_  
 (month/day) (month/day)

Monthly reporting required on assessments of \$25 per month. Assessments less than \$25 during each month of a quarter may be reported quarterly.

I hereby certify under penalty by law that the information contained in this Investment Report is true and accurate.

**10** \_\_\_\_\_ / \_\_\_\_\_ Date  
 Signature

Mail this form with the required information to: National Pork Board, 1776 NW 114th St, Des Moines, IA 50325

# General Responsibilities

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**The following provisions regarding the Pork Production Program are required by law:**

- ✓ Forms must be completely filled in.
- ✓ Reports must be filed 15 days after period ending date. If the amount of checkoff funds is less than \$25.00 per month, the remittance can be made quarterly by the 15th day of January, April, July and October of each year.
- ✓ Check or money order for the amount of assessments is to be remitted to the National Pork Board with monthly or quarterly reports.
- ✓ Assessment should be made on all hogs unless documentation of previous assessment is presented and established (sales receipt). Swine can only be assessed once in each class. For example, a feeder pig is assessed the first time it is sold. If it is sold again as a feeder pig, there is no assessment. However, if that feeder pig is later sold as a market hog, there will be an assessment. Similarly, if a boar is sold for breeding stock, there is an assessment. If the same boar is sold later for slaughter, he will be assessed as a market hog.
- ✓ The National Pork Board has the responsibility of monitoring compliance of this law. Failure to properly collect, report or remit assessments and failure to retain and make records available for inspection could result in fines of up to \$1,100. Monthly late charges of 1.5% on late payments are also mandated by the law.
- ✓ Monthly or quarterly reports (even when purchases have not been made) will prevent unwarranted late report notices.

*For more information regarding the national 100% Legislative Checkoff, please call or write:*

**National Pork Board**  
1776 NW 114th St  
Des Moines, IA 50325  
(515) 223-2620, or  
1 (800) 456-7675

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