

## What Paperwork Do I Need To Complete?

**All paperwork and checks are due on January 10<sup>th</sup>.**

**If you crushed grapes AND/OR purchased grapes from growers:**

### OPTION 1 – Electronic Version

Complete the following:

1. Grape Crush & Purchase Inquiry Excel workbook
  - a. Submit via email to [grapecrush@cdfa.ca.gov](mailto:grapecrush@cdfa.ca.gov)
  - b. This Excel workbook can be downloaded at [cdfa.ca.gov/mkt/grapecrush](http://cdfa.ca.gov/mkt/grapecrush)
2. Excel Certification (blue paper)
  - a. The excel certification can be submitted via mail OR submitted via email to [grapecrush@cdfa.ca.gov](mailto:grapecrush@cdfa.ca.gov)
  - b. A fillable pdf can be downloaded at [cdfa.ca.gov/mkt/grapecrush](http://cdfa.ca.gov/mkt/grapecrush)
3. Check for Pierce's Disease assessment. Please label your check with your winery name and/or ID number so we can identify what winery the payment is for. Checks should be made out to "CDFA Grape Crush".

### OPTION 2 – Paper version

Complete the following and mail back using the enclosed prepaid FedEx envelope:

1. Grape Crush & Purchase Inquiry (white booklets, keep one copy for your records)
2. Assessments, Report #1 (pink booklets, keep one copy for your records)
3. Grower Information Certification Form (green legal paper)
4. Check for Pierce's Disease assessment. Please label your check with your winery name and/or ID number so we can identify what winery the payment is for. Checks should be made out to "CDFA Grape Crush".

**If you did not crush any grapes AND you did not purchase any grapes from growers:**

1. Complete a Certification of No Grape Purchasing or Crushing (yellow postcard)
  - a. Submit via mail OR submit via email to [grapecrush@cdfa.ca.gov](mailto:grapecrush@cdfa.ca.gov)
  - b. A fillable pdf can be downloaded at [cdfa.ca.gov/mkt/grapecrush](http://cdfa.ca.gov/mkt/grapecrush)

## Where Should I Report These Grapes in the Grape Crush & Purchase Inquiry?

#	Situation	Where to list these grapes in your Grape Crush Inquiry
1	Your winery grew and crushed grapes at your facility	Data Page - Grape Information Data Page - Section 1
2	Your winery grew and crushed grapes as an alternating proprietor (AP) at another facility	Data Page - Grape Information Data Page - Section 1
3	Your winery grew grapes and had them custom crushed	Question 2
4	Your winery purchased grapes and crushed them at your facility	Data Page - Grape Information Data Page - Section 1 Data Page - Section 2
5	Your winery purchased grapes and crushed them as an alternating proprietor (AP) at another facility	Data Page - Grape Information Data Page - Section 1 Data Page - Section 2
6	Your winery purchased grapes and had them custom crushed	Question 2 Data Page - Grape Information Data Page - Section 2
7	Your winery custom crushed grapes for an operation that only grows grapes (client does not purchase nor crush <i>any</i> grapes)	Question 4
8	Your winery custom crushed grapes for another winery (client purchases and/or crushes grapes)	Question 3
9	You re-purchased grapes (that is, you bought grapes from someone other than the original grower) and crushed them	Question 1c  PAPER VERSION ONLY: Also complete Data Page - Grape Info & Data Page - Section 1
10	You re-purchased grapes (that is, you bought grapes from someone other than the original grower) and had them custom crushed	Question 1c  PAPER VERSION ONLY: Also complete Question 2
11	You purchased grapes from a grower and then resold them	Question 1b Data Page - Grape Information Data Page - Section 1
12	You purchased juice (price per gallon)	Do not include these grapes in your report!

## Common Ownership (Related and Non-Related Purchases)

A purchase is considered **related** if the winery and grower share 5% or more common ownership OR have a long-term financing agreement. Otherwise, the purchase is considered **non-related**.

Examples of a **related** purchase:

- (1) Winery X is a cooperative owned by multiple growers. William owns Vineyard A. William also has 5% ownership of Winery X. If Winery X buys grapes from Vineyard A, this is a related purchase.
- (2) Winery Y is owned by James and Kelly. Kelly also owns 10% of Vineyard B. If Winery Y purchases grapes from Vineyard B, this is a related purchase.
- (3) Winery Y is owned by James and Kelly. James provided long-term financing to Vineyard C and has the right to buy grapes produced by Vineyard C. If Winery Y purchases grapes from Vineyard C, this is a related purchase.

For the electronic spreadsheet version:

On the Data Page – Section 2, the tonnage for a **non-related** purchase is entered in BOTH “Tons Purchased” column L and “Non-Related Purchased Tons” column M.

If the purchase is **related**, the tonnage is entered in the “Tons Purchased” column L and a zero is entered in “Non-Related Purchased Tons” column M.

			0.0		0.0	0.0	
GRAPE INFORMATION			SECTION I Grapes Crushed By You				
			Tons Crushed	Brix	Tons Purchased	Non-Related Purchased Tons	Base Price Per Ton (Include local hauling)
#	Variety <a href="#">Click here for variety name list!</a>	District Where Grown <a href="#">Click for map!</a>				<a href="#">Click for info!</a>	
4							
5							
6							

For the paper workbook:

On the Data Page -- Section 2, please circle “YES” if the purchase is **related** and circle “NO” if the purchase is **non-related**.

	1	2	3	4	5	6	7	8
Row #	IDENTIFICATION		SECTION I Grapes Crushed at your Facility		SECTION II Grapes Purchased from Grower(s) for Wine, Concentrate, Juice, Vinegar, & Beverage Brandy			
	VARIETY (List full name)	Dist. Where Grown	Tons Crushed	Brix	Tons Purchased	Was this a Related Purchase? (See page 10)	Brix	Base Price Per Ton (Include local hauling)
						YES	NO	
	Ex: Merlot (Non-Related)	1	110.8	21.2	86.3	YES	NO	\$800.00
	Ex: Merlot (Related)	1	59.7	21.8	59.7	YES	NO	\$600.00
1			___	___	___	YES	NO	___
2			___	___	___	YES	NO	___