

## What Paperwork Do I Need To Complete?

All paperwork and checks are due on January 31<sup>st</sup> (or the business day prior to the 31<sup>st</sup> if it falls on a weekend).

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. 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.

GRAPE INFORMATION			SECTION I Grapes Crushed By You		SECTION II Grapes Purchased from Grower(s) for Wine, Concentrate, Juice, Vinegar, & Beverage Brandy			
#	Variety <a href="#">Click here for variety name list!</a>	District Where Grown <a href="#">Click for map!</a>	Tons Crushed	Brix	Tons Purchased	Non-Related Purchased Tons <a href="#">Click for info!</a>	Brix	Base Price Per Ton (Include local hauling)
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**.

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)		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	__