



# Seed Sampling Fee Schedule

Fees Effective December 6, 2004

Updated July 1, 2011

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The Secretary of Food and Agriculture, pursuant to Section 5852 of the Food and Agricultural Code, establishes the following schedule of charges for the requested service of non-regulatory seed sampling.

- (a) The hourly charge for requested diagnostics or scientific consultations which require travel is \$60 per hour portal to portal, plus any car mileage at \$0.35 per mile, air fare, meals and lodging pursuant to the State's per diem travel rules.
- (b) The client requesting seed sampling services is responsible for the cost of all shipping materials and postal fees associated with submission of seed samples to designated seed testing laboratories. The department shall not be responsible for shipping costs or samples that are inadequate, lost, not delivered, damaged during transport, decayed or otherwise unfit or unusable for the requested service or for the costs of shipping samples requested by the shipper to be returned.
- (c) The client may establish an account with the department from which fees for services rendered by the department may be debited or the service charges shall be payable after the service has been provided and billed by the department.
- (d) All fees will be invoiced to the client's address unless other instructions are provided.
- (e) Payments not received within 30 calendar days of the date of billing shall be considered late. Payments post-marked on the 30th calendar day shall be considered to be on time. Once late, a late charge of 10% of the total amount billed or amount unpaid shall be assessed and added to the bill.
- (f) The department may refuse services for any client who has not paid a previously submitted bill or when there is a lack of qualified staff to provide requested service.
- (g) All fees will be invoiced to the client's address unless other instructions are provided.
- (h) The attached Seed Sample Service Request Instruction Sheet must be completed.



# Seed Sampling Request

Method of sampling requested (select only one)?

- AOSA/AASCO – standard method used by U.S. Regulatory Officials for U.S. seed law enforcement.
- USDA SAC – method used for submission to the Federal Seed Lab to obtain USDA Seed Analysis Certificate.
- USDA ISTA – method used for submission to the Federal Seed Lab to obtain ISTA Certificate from the USDA. Lots will be sealed after sampling.

## **REQUIRED INFORMATION**

1. Name and address of requestor:
  
  
  
  
  
  
  
  
  
  
2. Kind of seed to be sampled:
3. Variety:
4. Lot number:
5. Quantity of Seed Lot \_\_\_\_\_ Lbs or Kgs .
6. Number of Containers: \_\_\_\_\_ 7. Avg. weight per container \_\_\_\_\_ (include units)
7. Size of shipment (may be smaller than #5):
8. Seed treatment substances:
9. Special instructions:
10. Please indicate or provide the address of the seed laboratory the sample should be submitted to.

Seed Sample Submission Reviewer  
USDA, AMS, LPS, SRTD  
801 Summit Crossing Place, Suite C  
Gastonia, NC 28054-2193

Other

Signature of requestor and date: \_\_\_\_\_

Seeds Services

1220 N Street, Room 344  
 Sacramento, CA 95814  
 Office: 916-654-0435  
 Fax: 916-651-1207



**RETURN THIS BILLING  
 WITH REMITTANCE**

Invoice

Date	Invoice #
Oct. 3, 2013	2013-0101

Bill To

Mail check and copy of invoice to
CDFA CASHIER - 90059 P.O. Box 942872 Sacramento, CA 94271-2872

Pursuant to Section 5852 of the Food and Agricultural Code, the following charges for the requested service of non-regulatory seed sampling are now due.

Terms: Payment in Full

**MAKE CHECK PAYABLE TO: CDFA CASHIER - 90059**

Quantity	Description	Rate	Amount
1	Seed Sampling of 3 Lots - Sterile technique Sampler = Leo Cortez Date Sampled = 9/30/2013		
	Total Miles = 247 miles	0.35 /mile	\$ 86.45
	Sampling, Doc Prep & Shipping Time = 5.5 hrs	\$60/hr	\$ 330.00
	Driving Time = 5.75 hrs	\$60/hr	\$ 345.00

Payments are due within 30 days of the invoice date, if not paid by the due date a late fee of 10% will be charged to the unpaid amount due. Questions may be referred to John Heaton at 916-654-0435.

<b>Total Due</b>	<b>\$ 761.45</b>
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