

Ordering a producer car

Complete and sign a [producer car application form](#).

Completed application forms can be faxed to 1-204-942-4110 or mailed to our office.

You can also call our office at 1-866-940-3010 to complete an application.

Mission Terminal will verify the information on the applications and if required, contact you to correct any information on the forms.

Mission Terminal will forward the applications to the Canadian Grain Commission (CGC) and submit the CGC \$20.00 processing fee on your behalf and deduct it from your settlement.

The CGC will:

Send you a letter acknowledging receipt of the application along with a green "I-90" Tag

Upon receipt of the authorization letter, Mission Terminal will contact you to confirm the final train run dates, as these dates are subject to change.

It is in your best interest to ensure the accuracy of your grain by having it independently tested, before loading the railcar.

Loading a producer car

You must ensure that:

The car is empty and clean inside, in good condition and the door hatches close properly. If there is a problem, contact our office and we will contact the railway center to have the car rejected and re-ordered.

After loading, the green "I-90" Tag is completed and stapled to the loaded car notice board.

Indicate that Mission is the Shipper (c/o your name).

If the CWB offers a High Fusarium Program and you have high fusarium grain, mark a large "T" on the I-90 tag.

Grain cannot be shipped if it is bug infested. You will be subject to fumigation costs on infested cars.

Fumigation

At no time can a railcar be treated with a fumigant. The railways strictly prohibit the use of all fumigants, such as Phostoxin, in all railway cars.

Not only does a railcar containing a fumigant place those accessing the car at risk of severe or even fatal injuries, but the loader of the car may also be subject to substantial financial penalties.

Overloaded cars

It is important that you load to the correct weight and fill compartments equally.

If a car is overweight, the railway may require you to partially unload the rail car prior to reaching its destination. This can result in considerable expense to you in terms of a penalty assessed by the railway as well as the cost of unloading.

You may be assessed demurrage charges on the car.

For rail line weight capacities contact CN at 1-877-208-5019 and CP at 1-800-704-4000.

Delivery of wheat - Declaration of variety

On your first producer car application of a crop year,

Declaration of Variety form must be completed and faxed to our office. This declaration for the producer car is the same as the declaration of variety being made at primary elevators with respect to eligible varieties of wheat. (VED Form)

Bill of lading/settlement form

You must complete one bill of lading/ settlement form for each producer car and fax it to our office @ 204-942-4110. You should do this immediately upon loading the producer car to ensure the car is released in a timely matter. If you do not have a fax, call our office at 1-866-940-3010 and we will take the information from you over the telephone. Mission Terminal will e-mail this information to the railways on your behalf.

Note: There are fines imposed by the railways for failure to send a correct (ie. proper car number) Bill of Lading/ Settlement form immediately after loading a car.

If the settlement calls for a split, enter the appropriate delivery permit book number and percentage split for each landlord.

Included in your settlement will be a \$1.25 per metric tonne diversion premium on cars that unload at Mission Terminal.

No administration fees will be charged on cars shipped through Mission Terminal.

If settlement cheque is to be deferred, list deferral date and crop year.

Unload

Once the car unloads at port, Mission Terminal will contact you with your unload results. If you are satisfied with the results, Mission will send you your settlement cheque and statement (with unload information).

If discrepancies exist (i.e. grade, dockage, moisture or protein), you can request a re-inspection within 15 days of unload:

Level 1 CGC Re-inspection Fee (re-inspected at Port by CGC) \$ 7.50 + GST

Level 2 CGC Chief Inspector (sample sent to Chief Grain Inspector in Winnipeg) \$15.00 + GST

Level 3 CGC Appeal (sample inspected by the Tribunal) \$25.00 + GST

Note: All applicable administration fees, CGC fees or CWB fees will be deducted from the settlement cheque.