

## INSTRUCTIONS

First handlers are required to file the First Handler Report annually. The U.S. Highbush Blueberry Council (USHBC) must receive the original of the report, with signature, and full remittance **by November 30 of each calendar year**. A late payment charge will be imposed on any handler who fails to remit the total amount due by November 30. The individual completing this report will provide their name and contact information in Part A; note producers, amount received and calculate assessment due in Part B; and sign the certification statement at the bottom of this form. The staff of the U.S. Highbush Blueberry Council holds all reports in strict confidence.

**Handler Definition:** The definition of First Handler is stated in Section 1218.7 of the Blueberry Promotion, Research and Information Order (Part 1218) as follows:

*"First Handler means any person, excluding a common or contract carrier, receiving blueberries from producers and who as owner, agent or otherwise ships or causes blueberries to be shipped as specified in the Order. This definition includes those engaged in the business of buying, selling and/or offering for sale; receiving; packing; grading; marketing; or distributing blueberries in commercial quantities. This definition includes a retailer, except a retailer who purchases or acquires from, or handles on behalf of any producer, blueberries. The term first handler includes a producer who handles or markets blueberries of the producer's own production."*

**Responsibility for Assessment Collection:** As stated in Section 1218.52 of the Blueberry Promotion, Research, and Information Order (Part 1218),

*"The collection of assessments on domestic blueberries will be the responsibility of the first handler receiving the blueberries. In the case of the producer acting as its own first handler, the producer will be required to collect and remit its individual assessments."*

**Please note that the failure of a handler to collect an assessment from the producer does not release the handler from the responsibility of paying the assessment.**

**Assessment Exemption:** Also note that any grower producing less than 2,000 pounds of blueberries annually can apply to the USHBC for exemption from assessment.

**Submission of Reports and Payments:** Reports and payments are to be sent to the U.S. Highbush Blueberry Council at the following address:

**USHBC #1, c/o El Dorado Savings Bank, 3963 Park Drive, El Dorado Hills, CA. 95762**

### Late Payment Fees

As noted in Section 1218.52, Item E of the Order, *"All final payments for a crop year are to be received no later than November 30 of that year. A late payment charge shall be imposed on any handler who fails to remit to the USHBC the total amount for which any such handler is liable on or before the due date established by the USHBC. In addition to the late payment charge, an interest charge shall be imposed on the outstanding amount for which the handler is liable"*.

Beginning January 1, 2002, the USHBC will levy a one-time late payment charge of 5% on the outstanding amount due and an interest charge of 1% per month on the total outstanding balance plus the late payment charge.

**Contact the USHBC office at (916) 983-0111 (phone) or (916) 983-9022 (fax) with any questions concerning this report or USHBC assessment requirements.**

Mailing Address: USHBC, 2390 East Bidwell Street, Suite #300, Folsom, California 95630

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 30 minutes per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, completing and reviewing the collection of information. The U.S. Department of Agriculture (USDA) prohibits discrimination in all its programs and activities on the basis of race, color, national origin, sex, religion, age, disability, political beliefs, sexual orientation, genetic information, parental status and marital or family status. The USHBC complies with any and all applicable Federal, State, and local equal employment opportunity statutes, ordinances, and regulations, including, but not limited to, Title VII of the Civil Rights Act of 1964; the Americans with Disabilities Act of 1990; the Age Discrimination in Employment Act of 1967; and the Equal Pay Act of 1963. USDA and USHBC are an equal opportunity provider and employer.