

## **INSTRUCTIONS FOR COMPLETING THE FORAGE HARVESTED PRODUCTION REPORT**

(includes Select Hay, Basic Hay, Silage Corn and Greenfeed)

### **FIELD DOCUMENTATION**

- For Select Hay, Basic Hay and Greenfeed, click on the legal description and indicate the number of cuts taken. Indicate the total number of bales harvested, the weight and moisture from each field of forage. If you harvested high moisture wrapped bales, list the number of bales, the weight and moisture at the time of harvest. (Do not record as bales per acre, as the total number of bales per field is required.)
- If you harvested more than one bale size or type of bale from a single field, complete a new entry in the field information section and record the weight and number of each bale size/type separately.
- Bale weights vary from year to year. If possible, have several bales weighed to ensure that an accurate weight is recorded.
- If some forage acres were not harvested or were put to alternate use, click on the appropriate reason for it not being harvested: Harvest For Seed, Unharvested/Not Required, Unharvested/Zero, Too Wet To Harvest, Cut But Too Wet To Harvest, Permanent Pasture, Temporary Pasture, or Destroyed.
- If a forage field is harvested and then destroyed, enter the amount of production in the first entry and the destroyed acres in the following entry.
- If your production is stored in a silo or silage pit, click on silage as the type of storage. Declare the total weight of the silage in the weight column and the percent moisture at the time of harvest in the moisture column. To determine the silage volume, contact your MASC insurance office or refer to MASC's website at [masc.mb.ca](http://masc.mb.ca).
- Relative Feed Value (RFV) or forage quality for Select Hay, Basic Hay and Greenfeed only – If a sample has been taken, record the RFV of the sample in the RFV column. If the RFV is not known, leave it blank or click on one of the forage quality options that best describes the harvested crop: Excellent, Good, Poor or Spoiled. The reporting of RFV or Forage Quality will help determine if a claim is warranted due to quality.
- If you have Select Alfalfa with the Enhanced Quality Option, make certain that the harvested production corresponds to the appropriate RFV test. If you do not record the RFV section, MASC will assume that the harvested production has a RFV that is equal to the RFV guarantee.
- Total Digestible Nutrients (TDN) or Forage Quality – For Silage Corn only: If a sample has been taken, record the TDN of the sample in the TDN column. If the TDN is not known, leave it blank or click on one of the forage quality options that best describes the harvested crop: Excellent, Good, Poor or Spoiled. The reporting of TDN or Forage Quality will help determine if a claim is warranted due to quality.
- Indicate the amount of fertilizer applied. Only record inputs relating to this year's crop. If manure was applied, select "manure" under Fertilizer.

**Note:** MASC will, on request, appraise unharvested forage and apply the appraised production for claim and future probable yield calculations. This includes acres not harvested, that are used for pasture and potential second or third cuts not taken due to surplus production.

**If you have any questions regarding the reporting of your forage information, please contact your MASC insurance office for assistance.**

**FILING A CLAIM** – It is your responsibility to advise MASC if you have a claim. You are required to provide notice at least 10 days prior to feeding any production or your claim may be denied. **The deadline to register a claim without penalty for Greenfeed, Select Hay, Basic Hay, Enhanced Quality Option, Harvest Flood Option, and Forage Restoration is September 30.** October 15 is the last day to register a Harvest Flood Option and Forage Restoration claim. November 30 is the last day to register a Greenfeed, Select Hay, Basic Hay and Enhanced Quality Option claim. If your eligible forage fields were damaged or destroyed by excess moisture, you may be eligible for a **Forage Restoration claim**. Also, if you would like the payment deferred, please advise your insurance office as indemnity cheques cannot be returned.

# 2017 FORAGE HARVESTED PRODUCTION REPORT - SELECT HAY

## ALFALFA

PRODUCER NAME \_\_\_\_\_  
 PRODUCER PHONE NUMBER \_\_\_\_\_

AGENT # \_\_\_\_\_ CONTRACT # \_\_\_\_\_  
 COVERAGE LEVEL: 80%

TOTAL COVERAGE 425.000 TONNES (468.0 TONS)

FIELD DOCUMENTATION												APPLIED LAST FALL OR THIS SPRING			
LEGAL DESCRIPTION	FORAGE TYPE	FIELD LETTER	ACRES	TOTAL # OF CUTS	TOTAL BALES OR STACKS PER FIELD	WEIGHT OF BALE/STACK/SILAGE	INDICATE LBS/TONNES /TONS	% MOISTURE	RFV	FERTILIZER (actual lbs./ac.)					
										NITROGEN	PHOSPHORUS	POTASSIUM	SULPHUR		
NE 99-99-99W	ALFALFA <span style="float: right;">EXAMPLE</span>	G	95	1	215	1,000	lbs	15	105	25	85	75	10		
NE 99-99-99W	ALFALFA <span style="float: right;">EXAMPLE</span>	H	15	1	Silage	48	tonnes	65	70	MANURE					
SW 97-97-97W	ALFALFA	A	25	1	61 <sup>RFV</sup>	1,100	lbs	15	145						
NW 97-97-97W	ALFALFA	B	40	2	75 wrapped bales	1,250	lbs	52	144	15	50	30	5		
					123 Bales	800	lbs	17	121						
NW 96-96-96W	ALFALFA	C	20 <del>100</del>	1	35	800	lbs	15	97						
SW 95-95-95W	ALFALFA	D	10	2	28	1,100	lbs	16	130	10	40	20	5		
					15	1,100	lbs	15	140						
NW 96-96-96W	Alfalfa		80		Unable to harvest due to flooding										
NW 97-97-97W	Alfalfa		40		destroyed after harvest										
EXAMPLE															

This document must be filed no later than **November 30, 2017**. Failure to complete and return this document by November 30, 2017 will result in a **\$100 late filing fee**. If you believe you have a loss covered by your AgrilInsurance Contract, you must notify the Corporation of the loss in accordance with the terms of Part 8 of the AgrilInsurance Contract. The information in this form is collected under the authority of The Manitoba Agricultural Services Corporation Act and will be used to administer your AgrilInsurance Contract and for research purposes. If you have any questions about the collection of the information, contact your MASC Insurance Agent.

**Declaration:** I/We hereby certify that the information provided in this Harvested Production Report is a complete and accurate statement of: (i) my/our harvested, destroyed and overwinter acres; and (ii) the total 2017 harvested production from all acres. I/We further understand that any misrepresentation, misstatement or non-disclosure of required information is contrary to the terms of my/our AgrilInsurance Contract and may result in serious consequences, including but not limited to, the repayment or forfeiture of indemnities and/or the termination of my/our participation in the AgrilInsurance program. I/We acknowledge that the Corporation may elect to process a post harvest claim for indemnity on the basis of this declaration, and that any overpayments arising from a claim will be repayable on demand. If a claim is processed based on this declaration, an appeal of the indemnity is not available, but the claim may be revised on the basis of revisions to grade and dockage up to August 15 of the following crop year based on sales documentation.

Date: \_\_\_\_\_ Insured's Signature: \_\_\_\_\_

OFFICE USE ONLY	Received by: <b>Mail Office MB AG Fax/Scan Drop Box</b>
	MASC Representative: _____ Date Received: _____
	Checked By: _____ Keyed By: _____



**INSTRUCTIONS FOR COMPLETING THE  
FORAGE HARVESTED PRODUCTION REPORT**  
(includes Select Hay, Basic Hay, Silage Corn and Greenfeed)

Enclosed is a Harvested Production Report (HPR) for documenting your forage production. For Select Hay and Basic Hay, a separate form has been printed for each forage type that was listed on your 2017 Seeded Acreage Report. Please refer to the instructions below and to the examples on the reverse side of this page when completing your Forage HPR.

**FIELD DOCUMENTATION**

- The information for each reported forage field is pre-printed on the HPR. Indicate the number of cuts taken and list the total number of bales harvested from each field. If you harvested high moisture wrapped bales, list the number of bales, the weight and moisture at the time of harvest. (Do not record as bales per acre, as the total number of bales per field is required.)
- If you harvested more than one bale size or type of bale from a single field, re-list the field information and record the weight and number of each bale size/type separately.
- Bale weights vary from year to year. If possible, have several bales weighed to ensure that an accurate weight is recorded.
- If some forage acres were not harvested, record "Not Harvested" in the Total Bales per Field column. Also indicate the reason why the crop was not harvested (e.g. Harvest For Seed, Unharvested/Not Required, Unharvested/Zero, Too Wet To Harvest, Cut But Too Wet To Harvest, Permanent Pasture, Temporary Pasture, or Destroyed).
- If a forage field is harvested and then destroyed, list the amount of production on the first line and on the next line, list the destroyed acres.
- If your production is stored in a silo or silage pit, indicate "silage" in the Total Bales per Field column. Declare the total weight of the silage in the weight column and the percent moisture at the time of harvest in the moisture column. To determine the silage volume, contact your MASC insurance office or refer to MASC's website at [masc.mb.ca](http://masc.mb.ca).
- Relative Feed Value (RFV) – If a sample was taken, record the RFV of the sample in the RFV column. If the RFV is not known, leave it blank; MASC will assume that the harvested production has a RFV that is equal to the RFV guarantee.
- If you have Select Alfalfa with the Enhanced Quality Option, confirm that the harvested production corresponds to the appropriate RFV test. If you do not record the RFV section, MASC will assume that the harvested production has a RFV that is equal to the RFV guarantee.
- Total Digestible Nutrients (TDN) – For Silage Corn only: If a sample was taken, record the TDN of the sample in the TDN column. If the TDN is not known, leave it blank; MASC will assume that the harvested production has a TDN that is equal to the TDN guarantee.
- If RFV or TDN values are not known and some harvested Select Hay, Greenfeed or Silage Corn acres were of poor quality, record "**Poor Quality**" above the reported production.
- Indicate the amount of fertilizer applied. Only record inputs relating to this year's crop. If manure was applied, record "manure" in the Fertilizer column.

**Note:** MASC will, on request, appraise unharvested forage and apply the appraised production for claim and future probable yield calculations. This includes forage acres not harvested, that are used for pasture and potential second or third cuts not taken due to surplus production.

**Declaration and Signature** – Please read, date and sign all HPR forms.

**If you have any questions regarding the reporting of your forage information, please contact your MASC insurance office for assistance.**

**FILING A CLAIM** – It is your responsibility to advise MASC if you have a claim. You are required to provide notice at least 10 days prior to feeding any production or your claim may be denied. **The deadline to register a claim without penalty for Greenfeed, Select Hay, Basic Hay, Enhanced Quality Option, Harvest Flood Option, and Forage Restoration is September 30.** October 15 is the last day to register a Harvest Flood Option and Forage Restoration claim. November 30 is the last day to register a Greenfeed, Select Hay, Basic Hay and Enhanced Quality Option claim. If your eligible forage fields were damaged or destroyed by excess moisture, you may be eligible for a **Forage Restoration claim**. Also, if you would like the payment deferred, please advise your insurance office as indemnity cheques cannot be returned.