

# January 2012

If you have any questions or problems with Crop Watch, please contact Underwriting at 800-662-5142 ext 6920.



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## APH Tips for Agents

1. Please be certain all farms planted in 2011 have production reported.
2. When adding a farm, please list the legal location, the correct FSN, any production history or indicate "added land" if applicable, and full share name.
3. FSN or legal description change must be noted at this time. All FSN's listed as "1" **MUST** be corrected.
4. If the insured is a **New Producer**, please indicate on the Production Report.
5. THE INSURED AND AGENT MUST SIGN AND DATE THE FORM.
6. Past years production can be reported, as long as it is reported continuously.
7. **Production divided by acres equals the yield. Please check all calculations!!**
8. Report Full Share Name.

\*If your insured is a **NEW APPLICANT**, the insured and agent must complete a blank APH form by the applicable deadline.

\*If the insured is a **TRANSFER** from another company, we must have the 2011 Production completed on a blank APH form.

## AGR DEADLINE

The Sales Closing Deadline is January 31, 2012.

## Fruit Deadlines CO, ID, IN, MI

Production Reports and Acreage Reports are due January 15, 2012.

### 2012 Fruit Policies (SCD 11/20/11)

All Fruit policyholders are required to complete the Producer's Pre-Acceptance Worksheet. This form is due January 15, 2012.

The website is ready to accept your spring Production Reports and we are up to date on the reports that have been submitted. We encourage you to report your production NOW rather than waiting. Having the current APH processed will make for more accurate quoting!!!

## Updating Farm Serial Numbers

When you are completing the insured's Production Report or Acreage Report, please update the Farm Serial Numbers (FSN) when shown as a 1 and also when a location has been assigned a new FSN by the county FSA. **The '1' must be corrected to the correct FSN for 2012.** Now that RMA and FSA are data mining information, we need your help with cleaning up the databases showing the 1.



## Controlled Business Requirements

If you write MP crop insurance for your immediate family, RMA has asked us to notify all agents and subagents this business cannot be a significant part of the agent's total book of business in terms of compensation received for writing it. Please contact us if you have this situation.

## Broadcast Seeding

Reminder: If required by county actuarial Special Provisions, any acreage seeded in this manner **MUST** be inspected to be insurable for 2012.

## \*\*ATTENTION\*\*

Agents in every state are required to keep signed documentation for all forms when information is submitted via the web – agents agree to this in writing when they accept the web procedure.

## Agent Book of Business

View your MPCl and Crop Hail policy information, incoming/outgoing paperwork, premiums paid/unpaid, active policyholders, claims information via the internet at [www.afbisinc.com](http://www.afbisinc.com). Click on Agents: enter your USERID and PASSWORD and click on View Policies. APH, Acreage and Notice of Claim can also be submitted via your book of business.

If you have forgotten your ID and/or Password, click the "Forgot Password." Enter your email address and click "submit." Then answer the questions prompted to reset password. Click "submit."

## Named Insured

Please ask your insureds "Do you do business by any other name?" when reviewing the person type and verifying the SSN/EIN. The Named Insured and TIN on the policy must be the same as is used when filing their tax forms with the IRS. It should also be the name used when selling commodities.

## Non-Loss Unit Production

Insureds must report their production on non-loss units. Adjusters will not be collecting this information from the insured when the claim is worked.



## \*\*Spring Premium Billings\*\*

Billings for MPCl premium due October 1 were mailed January 3. **This is the fourth billing** and interest of 1.25% will attach for the third time.

Agents should access the "Policy Due List" from the "policy information selection criteria" after logging into the AFBIS, Inc. web site ([www.afbisinc.com](http://www.afbisinc.com)).

If an insured brings a premium payment to your office it must be mailed to our Fargo Office. The check should be payable to AFBIS, Inc. If you have any questions about unpaid premium, please call the Fargo office.

**FRO Underwriting: 1-800-662-5142 ext 6920**

## New Breaking Land

The 2012 fall plantings included a large increase in New Breaking land going into production. Many Written Agreement requests for coverage on these crops were made last fall. It is expected that this trend will continue into the spring planting cycle. Please be advised that in MOST instances, New Breaking land will require a special Written Agreement request in order to receive consideration of coverage on these crops. **New Breaking land is generally defined as: Acreage not planted and harvested OR insured in one of the three previous crop years.**

## WHISTLEBLOWER PHONE NUMBER

The toll-free number for the Inspector General's Hotline is 800-424-9121. ☎

