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**IDAPA 02
TITLE 02
Chapter 13**

02.02.13 - COMMODITY DEALER'S RULES

000. -- 009. (RESERVED).

010. LICENSING.

01. Posting of License. Immediately upon receipt of the license or any renewal, extension or modification thereof under Title 69, Chapter 5, Idaho Code, the licensed commodity dealer shall post the license in a conspicuous place in the business office. (7-1-93)

02. Return of Suspended or Terminated License. If a license issued to a commodity dealer has lapsed or is suspended, revoked or cancelled by the Director of the Department of Agriculture, the license shall be returned to the Department. At the expiration of any period of suspension, revocation or cancellation the license shall be returned to the commodity dealer to whom it was originally issued and shall be posted as prescribed by Subsection 010.01 of these rules. (7-1-93)

03. Loss of License. Upon satisfactory proof of the loss or destruction of a license issued to a commodity dealer, a duplicate may be issued under the same number or a new number at the discretion of the Director. (7-1-93)

011. -- 099. (RESERVED).

100. OFFICE RECORDS.

A commodity dealer shall maintain complete and sufficient records to show all purchases and sales, including all contracts relating to these transactions. A warehouse licensed under Title 69, Chapter 5, Idaho Code, shall maintain complete and sufficient records to show all deposits, purchases, sales contracts, storage obligations and loadouts of the warehouse. Office records as set forth in Section 69-514, Idaho Code, shall include, but not be limited to, the following: (7-1-93)

01. Daily Position Record. This shall show the total quantity of each kind and class of agricultural commodity received and loaded out, the amount remaining in storage at the close of each business day and the warehouseman's total storage obligation for each kind and class of agricultural commodity at the close of each business day. (7-1-93)

02. Settlement Sheets/Storage Ledgers. Every commodity dealer shall use settlement sheets showing the dealer's name and location in making settlement with the seller, unless otherwise approved by the Director. All settlement sheets/storage ledgers shall include, but not be limited to, the following: (7-1-93)

- a. The seller's name and address. (7-1-93)
- b. The date of deliveries. (7-1-93)
- c. The scale ticket numbers. (7-1-93)
- d. The amount, kind and grade of commodity delivered. (7-1-93)
- e. The price per bushel or unit. (7-1-93)
- f. The date and amount of payment. (7-1-93)
- g. The contract number if a deferred payment, deferred pricing or other sale contract is used. A copy of each settlement sheet shall be maintained in alphabetical order by the commodity dealer as part of the pay records. (7-1-93)

03. Scale Weight Tickets. These shall be pre-numbered and show the time when the commodities were delivered, the quantities delivered, who delivered the commodities, the ownership of the commodities and the condition of the commodities upon delivery. (7-1-93)

- a. Tickets in his possession which have not been issued. (7-1-93)
- b. Tickets issued by him. (7-1-93)
- c. Tickets returned to and cancelled by him. (7-1-93)

101. -- 149. (RESERVED).

150. INSPECTION.

For the purpose of inspection the hours of 8:00 a.m. to 5:00 p.m., Monday through Friday, except holidays, shall be considered as ordinary business hours. All financial records, commodity records and payment records shall be available for inspection by the Department during ordinary business hours and any other reasonable time specified by the Department in writing. All records shall be made available within the state of Idaho upon request. (7-1-93)

151. -- 199. (RESERVED).

200. LICENSING APPLICATION FORMAT.

01. License-Application. Application for a license to operate as a commodity dealer under the provisions of Title 69, Chapter 5, Idaho Code, shall be on a form prescribed by the department and shall include: (7-1-93)

- a. The full name of the person applying for the license and whether the applicant is an individual, partnership, association, corporation or other entity. (7-1-93)
- b. The full name of each member of the firm or partnership, or the names of the officers and directors of the company, association, or corporation. (7-1-93)
- c. The address of the principal place of business. (7-1-93)
- d. The names of any businesses previously owned or operated by the applicant or any members, officers or directors if the applicant is a corporation, partnership or association. (7-1-93)
- e. Information relating to any prior adjudication of bankruptcy relating to the business or any members, officers or directors thereof (7-1-93)
- f. Information relating to any judgments against the applicants. (7-1-93)
- g. The location of each office the applicant intends to operate. (7-1-93)
- h. Any other reasonable information the Department finds necessary to carry out the purpose and provisions of Title 69, Chapter 5, Idaho Code. (7-1-93)

02. License Conditions of Issuance. An application for license under Title 69, Chapter 5, Idaho Code, shall include: (7-1-93)

- a. Application on a form prescribed by the Director. (7-1-93)
- b. A current financial statement as specified by Section 69-503, Idaho Code. (7-1-93)
- c. A bond or bonds as required by Section 69-503, Idaho Code. (7-1-93)
- d. The license fee as prescribed by Section 69-508, Idaho Code. (7-1-93)

- e. Compliance with all rules and regulations adopted pursuant to Title 69, Chapter 5, Idaho Code. (7-1-93)
- f. Any other reasonable information the Department finds necessary to carry out the purpose and provisions of Title 69, Chapter 5, Idaho Code. (7-1-93)
- 03. License Modification. At the request of the license holder a license may be modified to change existing license classification, providing all requirements of Section 69-508, Idaho Code, are met. (7-1-93)

201. -- 249. (RESERVED).

250. RECORDS - SEPARATE.

All records and accounts required under Title 69, Chapter 5, Idaho Code, shall be kept separate and distinct from all records and accounts of any other business and shall be subject to inspection by the Director at any reasonable time. (7-1-93)

251. -- 299. (RESERVED).

300. FINANCIAL STATEMENT STIPULATIONS.

01. Financial Statements. In order to obtain a commodity dealer's license, the applicant shall submit a current financial statement. This statement shall have been prepared not more than ninety (90) days prior to the date of application and shall conform to the applicable requirements of Title 69, Chapter 5, Idaho Code, as to annual financial statements. (7-1-93)

02. Compliance. Each licensed commodity dealer shall submit to the Department an annual financial statement which shall have been audited or reviewed by an independent certified public accountant. The statement shall be submitted to the Department no later than ninety (90) days after the end of the commodity dealer's fiscal year. The bureau may grant an extension of time for filing the financial statement, but in no case shall the extension exceed sixty (60) days provided that the application for the extension is made by a certified public accountant prior to the date the financial statement is due. The commodity dealer license shall be suspended or revoked for failure to comply with licensing requirements stated in Commodity Dealer Rule Section 300.01 and Idaho Code 69-503 (6) and 69-521. (7-1-93)

- 03. Statement Content. The statement shall include: (7-1-93)
 - a. A balance sheet. (7-1-93)
 - b. An income statement which includes annual gross sales of commodities purchased from producers covered under the act. (7-1-93)
 - c. A statement of cash flows. (7-1-93)
 - d. All accompanying notes to the financial statement. (7-1-93)

301. -- 349. (RESERVED).

350. SHIPPING RECORDS.

Every dealer who ships by truck shall maintain a truck shipping record and every dealer who ships by rail shall maintain a rail or car shipping record. Each shipping record shall include, but not be limited to, the following: (7-1-93)

- 01. Name and Address. The name and address of the seller or shipper. (7-1-93)
- 02. Buyer and Destination. The buyer and destination of the commodity shipped. (7-1-93)
- 03. Date. The date the agricultural commodities were shipped. (7-1-93)

04. Amount and Type. The amount and type of agricultural commodities shipped. (7-1-93)
05. Identification Number. The truck identification or car number. (7-1-93)

351. -- 399. (RESERVED).

400. SCALE TICKETS.

If a dealer has access to a scale which can be used for weighing commodity, he shall use pre-numbered scale tickets showing the dealer's name and location. A copy of each ticket shall be maintained in numerical order as part of the commodity records. If a dealer does not have access to a scale and purchases commodity by having it custom weighed at various locations or at destination, the dealer shall maintain a copy of the scale ticket in chronological order as part of the commodity records. If agricultural commodities are settled on destination weights, copies of the destination weights are to be kept as part of the records. (7-1-93)

401. -- 449. (RESERVED).

450. AGENT REGISTRATION.

Agents representing licensed commodity dealer's may register with the Department by making application with the Department upon a proper form. All agents so registered will receive an identification card showing the name of the agent, the name of the commodity dealer and the licensing period. (7-1-93)

451. -- 499. (RESERVED).

500. RATE OF ASSESSMENT.

The rate of assessment shall be two-tenths of one per cent (.2%) of the total value at the time of sale of the commodities pursuant to Idaho Code 69-257 (2). The maximum rate of assessment shall not exceed two-tenths of one percent (.2%) of the total value at the time of sale of the commodities. The Director may establish a lower rate of assessment whenever he deems it advisable or as recommended by the advisory committee established by Idaho Code 69-261. Total value of an agricultural commodity shall mean the gross dollar amount due the producer at the time of sale of the commodities before any charges are deducted. Transportation costs shall not be assessed, provided that these costs have been clearly identified and segregated on the purchase contract or agreement and on the settlement sheet. (7-1-93)

501. -- 549. (RESERVED).

550. ASSESSMENT OF FEES.

01. Collection of Assessment Fees. The assessment shall be based on the purchase price and shall be collected by the commodity dealer from the producer when the commodity is delivered and title passes to the commodity dealer. Commodities purchased by a no price established contract shall be assessed when a price is established. (7-1-93)

02. Payment of Commodity Indemnity Account Program Assessment Fees. The assessment collected under this Act shall be submitted to the Department of Agriculture on forms prescribed and provided by the Department and shall reflect the total of all assessments collected by the commodity dealer during a calendar year quarter. A calendar year begins January 1 and ends December 31, with quarters ending March 31; June 30; September 30; and December 31. (7-1-93)

a. The quarterly reports and payments collected for a quarter shall be submitted to the Director no later than thirty (30) days following the just ended quarter. The report shall contain such information as the Director requires and shall be accompanied by a check payable to the Idaho Department of Agriculture in an amount of the total assessments collected from producers for agricultural commodities purchased by the commodity dealer for that quarter. (7-1-93)

b. Failure to submit the quarterly report and assessments within the prescribed time may result in the suspension, revocation or denial of a license for the commodity dealer. (7-1-93)

03. Accelerated Payment. If a commodity dealer's license is suspended, the quarterly report and assessments for that quarter are due fifteen (15) days after the date of license suspension. (7-1-93)

551. -- 599. (RESERVED).

600. UNLAWFUL PRACTICES.

It shall be unlawful for a commodity dealer to alter, falsify or withhold records from the warehouse examiner. (7-1-93)

601. -- 999. (RESERVED).