How to use these Record Sheets

- 1. The sheet labeled "Customer Information" can be filled out one time for all your customers and then just delete names or add names as your customers change. This sheet can now just be used as a reference and kept on file.
- 2. The sheet labeled "Your Company Certified Manure Haulers or Brokers" may also just be filled out once for all your employees and changed only when information changes.
- 3. The sheet labeled "Commercial Manure Hauler & Broker Record Keeping" will need to be filled out every time manure is hauled, applied or brokered. This sheet is the one each specialist should have day to day.
- 4. You need to be working off application rates from either a CAO, CAFO or Manure Management Plan.
- 5. Reminder you need a copy of the summary and maps from the operators Nutrient Management Plan, Nutrient Balance Sheet or Manure Management Plan.

I have attached blank copies of each of these sheets and a copy of the sheets with some sample information filled out for you to have an idea of how to use these.

Any questions let me know at 717-772-5218.

Michael Aucoin

PDA/SCC

		CUSTOME	RINFORMATION							
COMPANY NAME	CONTACT NAME	ADDRESS	CITY	STATE	ZIP CODE	PHONE NUMBER	IS THIS A CAO, CAFO OR OTHER			
						NOME IN	C. II C CIN CITIZIN			
verify all of the foregoing to date indicated below.	be true, and make this	s statement subject to the cr	iminal penalties for unsw	orn falsifio	cation to autho	orities, at 18 Pa	.C.S.A. § 4904), on the			
	(Signature)									

(Date)

	CUSTOMER INFORMATION										
	CONTACT NAME	ADDRESS	CITY	STATE	ZIPCODE	PHONE NUMBER	IS THIS A CAO, CAFO OR OTHER				
Pinetree Spreading	John Smith	555 Larry Lane	Harrisburg	PA	17111	(717) 555-1212	CAO				
Summer Spreading	Paul Walker	312 Blossom Way	Harrisburg	PA	17111	(717) 555-3400	CAFO				

COMMERCIAL MANURE HAULER & BROKER RECORD KEEPING										
Customer Name / Hauler or Broker Cert. #	Date / Time of Application	Field Map ID	Crop Name	Number of Acres Receiving Manure	# of Loads To Each Field	Rate / Acre	Rate from CAO, CAFO or Manure Mgmt. Plan(There should be one of these 3)	Type of Agreements Exp / Imp if Needed	Copy of Plan Maps and Summary	
									, , , , , , ,	
I verify all of the foregoing to b date indicated below.	e true, and make tl	nis statemen	t subject to the crin	ninal penalties f	or unsworn fa	lsification t	o authorities, at 1	L8 Pa.C.S.A. § 490	4), on the	
					(Sign	ature)				
					(Printed	Name)				
					((Date)				

COMMERCIAL MANURE HAULER & BROKER RECORD KEEPING											
Customer Name / Hauler or Broker Cert#	Date / Time of Application	Field Map ID	Crop Name	Number of Acres Receiving Manure	# of Loads To Each Field	Rate / Acre	Rate from CAO CAFO or Manure Mgmt. Plan (There needs to be one of these 3)	Type of Agreements Exp / Imp if Needed	Copy of Plan maps and summary		
Pinetree Spreading / 232-MH3	1/1/2011 MORNING	D-1	CORN, GRAIN	15	4	4,000 GAL/AC	CAO	NONE	YES		
Summer Spreading / 5021-MB2	2/15/2011 NOON	L-3	НАУ	10	3	4 TON/AC	CAFO	AGREEMENT	YES		

CERT#	HAULER NAME	YOUR COMPANY CERTAIN ADDRESS	CITY	STATE	ZIP CODE	PHONE NUMBER	SIGNATURE		
ERI#	HAULER NAIVIE	ADDRESS	CIT	SIAIE	ZIP CODE	PHONE NOWBER	SIGNATURE		
	<u> </u>				1	6 1 16	1 111 112 2 2 2 2		
		rue, and make this stat	tement subject to th	e criminal pen	alties for unswo	orn falsification to aut	horities, at 18 Pa.C.S.A.		
nuical	ted below.								
						(Signature)			
		_				,			
					/D-::	ntad Nama			
(Printed Name)									

(Date)

YOUR COMPANY CERTIFIED MANURE HAULERS OR BROKERS										
CERT.#	HAULER NAME	ADDRESS	CITY	STATE	ZIP CODE	PHONE NUMBER	SIGNATURE			
232-MH3	John Law	1212 Star Avenue	Harrisburg	Pa	17111	(717) 555-1212	John Law			
5021-MB2	Sam Weikert	2501 Main Street	Harrisburg	Pa	17111	(717) 555-2200	Sam Weikert			