



# Certified Seed Grower's Manual



# North Dakota State Seed Department

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# Section 1 – Introduction

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Seed quality is perhaps one of the most important factors in deciding what products to plant on your farm. Purchasing quality seed of proven, adapted varieties is the best way to capture the true value. Seed certification involves the detailed process of ensuring varietal identity and genetic purity of seed through proper production and handling practices. The process was established to provide an adequate supply of high quality seed through field inspections, laboratory analyses and proper labeling.

## Basics of Seed Certification

The seed certification process originated more than 100 years ago as a means to ensure varietal identity and genetic purity in crop varieties and to provide some uniformity in the process across the country. Rules and standards are documented in the Federal Seed Act Regulations and administered by the Association of Official Seed Certifying Agencies on the national level. The State Seed Department is the designated authority for certification in North Dakota.

There are five basic steps in the seed certification process: field inspection, seed conditioning, quality testing, final certification and labeling. All of these steps are essential to ensure the seed is handled according to the rules and produced to achieve the minimum standards for the crop and class being produced.

There are four classes of certified seed: breeder, foundation, registered and certified. The original plant breeder, institution or company directly controls breeder seed, which supplies the source for the initial and recurring increase of foundation seed. Foundation seed is the progeny of breeder or foundation seed produced under control of the originator or other designated representative. Registered seed is the progeny of foundation or other approved seed stocks; this class of seed is of a quality suitable for the production of certified seed. Certified seed is the progeny of foundation, registered or other approved seed stocks handled to maintain genetic identity and purity and has been approved by the State Seed Department.

This manual was developed as a supplement to Bulletin No. 51, [North Dakota Field Seed Certification Standards](#) and is intended to provide seed growers with additional information on business practices related to the growing, handling and distribution of certified seed. The State Seed Department requirements were established to ensure compliance with the [Federal Seed Act Regulations§ 201.68 - §201.76](#), North Dakota Century Code [Chapter 4.1-53](#) and North Dakota Administrative Rules [Chapter 74-03-01, General Seed Certification Requirements](#).

# Section 2 – Field Inspection Application

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A satisfactory field inspection is required for a seed lot to be certified. The field must be inspected prior to harvest; swathing is considered harvest. In some cases, the field may have to be inspected at an earlier stage such as flowering; in that case, an inspection would not be able to be conducted at crop maturity. Check the specific crop requirements in the [North Dakota Administrative Rules Chapter 74-03](#) or with certification personnel at the State Seed Department for guidance on inspection timing.

## Application Completion

A [Field Inspection Application \(Appendix A\)](#) can be obtained on the North Dakota State Seed Department website or by contacting the Fargo office.

The applicant for the field is the person or company with ownership of the seed and is expected to label the completed seed lot. The contract grower is the individual or company growing the crop for the applicant. In many cases, the applicant is also the grower. If you have a contract grower, please fill out their information so field inspectors can be in direct contact with them about field maturity, field readiness and harvest timelines.

Each area in each row on the application must be completed:

- Fields must be numbered. Most applicants number the field sequentially and if there are more fields than can fit on one application, then multiple applications must be used; do not re-use a field number on subsequent applications.
  - When numbering your fields there are a couple of considerations to think about:
    - If there is a section or quarter of land you consider one field but it is completely separated by a barrier (i.e. CRP strip, road, other field, large drainage, etc.) it must be broken down into separate fields.
    - If fields cross a section line, or are planted continuously across multiple quarters, they are one field. If a field is located in multiple sections, a map is required for each section with the field outlined clearly.
- Crop and Variety must be filled out correctly.
- The correct number of acres for a field must be entered.
- Field County must be correct.
- Planting Date accuracy is very important, as this gives our inspectors an idea on when your field will need to be inspected; especially for those crops needing to be inspected during full bloom.
- Previous Crop is critical on the application as it tells the inspector if they are seeing residual crops or another possible contamination in a field. Some crops require two years of cropping history. A field may be planted with the same crop as the year before provided the previous crop was the same variety and was inspected.
- Checking whether the previous crop was inspected is important; especially in the case above.
- The class planted is the class of seed listed on the tag or bulk certificate of the seed planted. The field will be inspected to the next lower class, i.e. a field planted as registered class seed will be inspected as certified class seed.

- The lot number is on the tag or bulk certificate you received when purchasing the seed. If you plant your own previously inspected seed, use the S# (field number) of the field the seed was grown on along with the note “own seed”.
- Legal descriptions must be exact so that we can compare them to the map for each field.
- Applications must be signed and dated; this is your permission for us to enter the field and complete the inspection. Unsigned applications will be returned for signature and cause delays in getting the application to the inspector, which may in turn cause delayed or missed windows for field inspection.

## Application Submission

Each application must be submitted by the application deadline along with a FSA map and copy of the tag(s) or bulk certificate(s) for each field. FSA maps or the equivalent are required as they are an aerial photograph which can help the inspector navigate any natural or manmade obstacles in the field and assist in determining field access points. The field must be clearly outlined and numbered on the map.

Field inspection applications have deadlines; check the deadline schedule in **Section 14** for your particular crop. It is best not to wait until the deadline, instead submit a completed application when the field(s) are planted. Late applications are assessed a one dollar per acre late fee. Extremely late applications may require reimbursement for time and mileage; as seasonal field inspectors are no longer available once they have completed their regularly scheduled inspections; this will require someone from the office to travel out to do the field inspection.

When submitting your application make sure that all the required information is properly filled out, you have signed the application and included the required documentation for each field you wish to apply for. If any of this vital information is missing, the application is considered incomplete.

An application, which is incomplete, is placed in a hold file. The applicant or grower will receive notification of the issue(s) causing the application to be held up. The application cannot be approved until the issue(s) are resolved. There is a time sensitivity in resolving the issue(s); some fields such as winter seeded crops or flower color inspections must be completed soon after the submission deadline.

Applications are sent statewide to inspectors approximately ten days after the June 15 deadline. Inspectors are assigned multiple counties and average approximately 100 fields per inspector. Late applications or unresolved applications hinder the planning of inspectors; causing inefficiencies and difficulty in planning inspection routes.

## Application Withdrawal

A field inspection application may be withdrawn at any time and for any reason prior to the field inspector arriving at the field. It is important to monitor the field(s) and call the inspector directly if a field is to be cancelled; once the field inspector arrives all the fees apply. The applicant will have their inspection fees returned minus a thirty-dollar administrative fee when a field is withdrawn prior to the inspector showing up at the field.

# Section 3 – Prior To Field Inspection

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The applicant will receive notification of who their assigned field inspector is along with their phone number. If the applicant is not the grower it is best to share this information with the grower; especially if the applicant does not closely track the progress of the field. Field inspectors, upon receipt of their assigned fields will reach out to the applicant and grower to coordinate the field inspection.

The grower should notify the inspector as soon as the field is ready for inspection. A field is ready for inspection when:

- The five-foot isolation strip is installed, if required. Isolation is required between inseparable crops such as a field planted to the same crop as the field being inspected, Barley/Wheat/Oats/Rye/Durum planted in adjacent fields or Corn/Soybeans planted next to each other.
- Prohibited or objectionable weeds are controlled. The list of prohibited and restricted noxious weeds can be found in [General Seed Certification Requirements 74-03-01-09.4 a and b](#).
- The field is at the appropriate growth stage as shown in Table 1.

**Table 1.**

<b>Crop</b>	<b>Maturity</b>
Small Grains (Wheat, Barley, Oats, Rye)	Fully headed to determine true plant height
Durum	Fully headed and still green
Field Peas, Flax, Lentils, Chickpeas	Full Bloom

It is the applicant and grower's responsibility to ensure the field has been inspected prior to harvest. Due to the area in which the inspectors cover, a minimum of three days' notice should be given prior to harvest. If a field is harvested prior to inspection, it is not eligible for certification.

# Section 4 – Field Inspection

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When the field inspector arrives, they will verify the isolation and inspect the field. A field that is not ready for inspection when the inspector arrives may incur additional fees of time and mileage for the inspector to return; usually this is due to improper isolation even though the inspector was told the field is ready for inspection. The inspector will document observed weeds, other crop and other varieties present in the field. This is done by taking ten sets of random counts throughout the field after determining proper sample size. As shown in Table 2 some crops require each count to be 1,000 plants and other crops each count is 10,000 heads.

**Table 2.**

10 X 10,000 Heads	10 X 1,000 Plants
Barley	Oats
Wheat	Flax
Durum	Field Pea

Once the inspection is completed, the applicant and/or grower will receive verbal notification of the status of the field. The applicant and the grower, if different, will each receive a copy of the field inspection report. This report is part of the seed's record and must be retained for three years after final disposition of the seed lot(s) from the field. The information on the field inspection report is critical to the final certification of the seed lot(s) from the field(s). A copy of this report should be given to the conditioner at the time of cleaning allowing them to adjust their equipment to properly condition the seed and providing them with the pertinent information to properly fill out the seed sampler's report.

The applicant may retain seed from a passed field and replant that seed the following season. The progeny of this crop will be inspected at the next lowest class. The applicant does not have to complete final certification in order to plant their own seed; but must provide the field application number (S# found on the field inspection report) on the next season's Field Inspection Application under the lot planted.

# Section 5 – Final Certification

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Passing the field inspection alone does not mean the end of the certification process. Field inspection is just the first step in producing a quality certified seed product. In order to be labeled as certified seed, all field inspected seed must be conditioned and must meet the minimum seed certification standards for the crop and class. Once the seed lot passes testing in the State Seed Department's Seed Laboratory it may then be labeled as certified seed and offered for sale.

## Testing Seed Prior to Conditioning

North Dakota certification regulations allow germination and disease testing of pre-conditioned seed in order to determine whether a seed lot is suitable for conditioning and to hasten labeling after conditioning. Seed samples should be cleaned with a hand sieve or mini-mill to approximate the quality after conditioning. The results of the pre-germ and disease tests may be used for final certification or labelers may request new tests following conditioning for labeling purposes.

Due to their susceptibility to damage from handling, pre-germ tests cannot be used for final certification on fragile crops such as soybeans, edible beans, lentils, chickpeas and field peas. Germination tests on these crops must be done following conditioning.

Seed samples submitted for pre-conditioned testing intended for labeling purposes must include the field application number (S#) on the Lab Test Request or sample envelope and must be clearly marked for pre-germ or disease testing so the sample is entered into the system properly. If seed from more than one field is commingled in one bin, list all field numbers associated with that sample. Having the field application number associated with preconditioned tests allows the department to match the test results with the proper conditioned sample when submitted for final certification testing and ensures there is no delay in final certification results. If this information is not provided at the time of sample submission, the labeler may be required to submit a new sample for testing, causing a delay in final certification results.

## Commingling Unconditioned Seed

Seed harvested from multiple fields of the same variety of seed after field inspection may be commingled into one bin, provided all fields are of the same class and passed field inspection. Fields of different classes which are commingled will be certified at the lowest class. Failed fields that are commingled with passed fields and fields of different varieties or crops commingled will result in the whole seed lot being ineligible for final certification.

## Sale of Unconditioned Field-Inspected Seed

An applicant that does not want to condition, label and sell the seed themselves may only sell their field inspected seed “in the dirt” to North Dakota State Seed Department approved conditioners or approved bulk retailers. Unconditioned seed may not be sold to a farmer for planting purposes. The conditioner or retailer will assume the responsibility for conditioning the seed, completing final certification and marketing. The applicant must complete a Grower’s Declaration when ownership of the seed is transferred to a different

individual or entity, and the seed is delivered for conditioning. The Grower's Declaration is found on the bottom of the Seed Sampler's Report.

## Field Inspection Reports

Conditioners must review the grower's Field Inspection Report ([Appendix B](#)) prior to conditioning or purchasing the seed. The field inspection report will indicate what weed seeds or other crop seeds may be present in the seed to be conditioned that would present challenges to conditioning. **If the field was passed conditionally for any reason, the conditioner must submit a representative five-pound sample for testing**; so the lab has a larger subsample to work with and can analyze additional seed if needed during the purity exam without causing delayed test results while waiting for more seed to be submitted. If an insufficient sample is submitted; the authorized sampler will be required to send another sample to the State Seed Department, which will delay completion of testing.

## Conditioning Seed

Field inspected seed must be conditioned by either the applicant themselves or an approved seed conditioning facility or mobile conditioner.

- An applicant does not need an approved conditioning facility permit if they condition their own seed on their own premises with their own equipment. The applicant must complete a Seed Sampler's Report in its entirety, attach to a two pound sample representative of the seed lot and submit it to the State Seed Department for analysis.
- Or, to be eligible for final certification, field inspected seed must be conditioned by an approved conditioning facility or approved mobile conditioner; seed conditioned by an unapproved conditioner will be ineligible for final certification. The seed lot must be sampled at regular intervals by an authorized sampler, combined and a composite sample submitted along with a completed Seed Sampler's Report to the State Seed Department for analysis.

## Sampling Seed for Testing

Sampling is an extremely important part of seed testing that is often overlooked. The most important factor in sampling is obtaining a sample that is representative of the seed lot. A seed test is only as good as the quality of the sample that is submitted.

All seed lots must be sampled during conditioning by taking representative samples at periodic intervals throughout the conditioning process. Once the whole lot has been conditioned, the sub-samples should be thoroughly mixed and a single composite sample large enough to complete all required testing submitted to the State Seed Department for analysis. It is recommended that growers, conditioners and retailers keep a reference sample on hand as a backup sample.

## Seed Sampler's Report

Once the lot is conditioned and the sample prepared, the [Seed Sampler's Report \(Appendix C\)](#) must be completed and included with each sample. Instructions for completing the Seed Sampler's Report can be found in [Appendix D](#). Although the conditioner usually fills out the Seed Sampler's Report, it is the labeler's responsibility to provide the correct information to ensure that the sample is correctly entered into the State Seed Department's computer system and all of the necessary tests are completed in a timely

manner. If a preconditioned germination or diagnostic test is to be used for final certification, the corresponding lab sample number for those tests must be listed in the appropriate fields on the Seed Sampler's Report. If a preconditioned test was run for your information only and you wish to have another test done do not include the lab sample numbers. In any instance where the lab sample number is not listed on the Seed Sampler's Report for any preconditioned tests that were performed, the test will be run again.

Fold the Sampler's Report so that the State Seed Department's mailing address is shown and place the report in the mailing pouch on the front of the official sample bag prior to filling with seed. As soon as the sample has been placed in the sample bag, it should be securely sealed. Do not allow anyone to tamper with the seed in this sample bag.

## Testing

Testing requirements vary by crop; in general all crops must be tested for germination and purity. For some crops additional tests such as variety ID, seed count or disease testing to check for seed-borne pathogens may be required for final certification or labeling. These additional tests may require that more than a two-pound sample be submitted, make sure enough seed is submitted for all required testing to eliminate delays in testing. [Appendix E](#) See [ND Seed Certification Standards](#) for specific requirements for each crop. All testing is conducted by accredited lab analysts according to the rules of the Association of Official Seed Analysts (AOSA).

## Tests Required for Labeling Certified Seed

Seed laws and certification requirements specify that certain information is provided on the label. Seed lots lacking proper labels will be issued a "Stop Sale Order" by regulatory inspectors. It is a violation of state and federal seed laws to improperly label seed. The information provided below will give the labeler/conditioner a list of tests that are required to be completed on certified seed samples.

**For All Seed** – Purity and Germination are required.

**For Specific Crops** – In addition to purity and germination, the following tests are **required** for final certification.

- **Edible Beans**
  - Bacterial Blight - Dome Test; not labeled
  - Anthracnose; not labeled
  - Seed Count
- **Chickpeas & Lentils**
  - Ascochyta test - results must be on label; not a criterion for pass/fail
  - Seed Count
- **Soybeans**
  - Seed Count
- **Wheat**
  - Variety ID - required for hard red spring varieties
  - KOH test - required for white wheat varieties
  - Seed count - required for all wheat including durum

- **Barley**
  - Variety ID
  - Loose smut - test results must be on label
  - Seed Count
  - Barley Stripe Mosaic Virus test - required for all Foundation class seed
- **Field Peas**
  - Variety ID
  - Seed count
- **Oats**
  - Seed count

## Creating the Certification

Once the sample arrives at the State Seed Department with the accompanying Seed Sampler's Report, the provided information will be entered into the database and the lot will be assigned a unique single use code beginning with the letter 'C' followed by five digits. Samples of seed will be sent to the appropriate lab to complete testing requirements. The labeler will receive an email notification stating the sample has been entered as well as which tests are to be performed. It is important to check this message and contact the department immediately with any questions or changes.

## Seed Lots on Hold

You may complete all final certification testing and place your seed lot on hold. This allows the seed lot to be ready for a sale, but the final certification fee of 8 cents per bushel is not applied. Since final certification is required before selling a lot of any class of certified seed and during peak season this can take up to two weeks to complete, placing a seed lot on hold is an option for a seed lot before a sale is imminent. Bulk Certificates or tags will not be authorized for seed lots in a hold status. Once a sale is imminent, the labeler simply needs to contact the seed department to request removal from hold status so bulk certificates or tags can be issued; the final certification fee will then be applied at that time. Once the seed lot is taken off hold bulk certificates will be available on your online account or the bulk certificates or tags will be mailed out to you. To request a seed lot be placed on hold simply write HOLD in the remarks section of your completed Seed Sampler's Report.

## Labeling

Labeling is the final step in the certification process. North Dakota seed laws require each container of agricultural seed offered for sale or sold for planting purposes be labeled. If the seed is sold in bulk, a bulk certificate must be properly delivered with every load of seed. Labels must be plainly printed in English and must provide the following information.

### For All Agricultural Seed, the Label Must Contain:

- Lot number or other lot identification;
- The origin (state or foreign country) where the seed was grown. If the origin is unknown, that fact must be stated on the label;
- The percentage by weight of all weed seed;

- The name of each restricted weed seed and its rate of occurrence per pound if: in seeds of grasses and small seeded legumes, the rate of occurrence exceeds thirteen seeds per pound; or in other agricultural seeds, the rate of occurrence exceeds five seeds per pound;
- The percentage by weight of any other agricultural seed present;
- The percentage by weight of inert matter;
- The percentage of germination, exclusive of hard or dormant seed; the percentage of hard or dormant seed, if present; and the calendar month and year in which the percentages were determined;
- The full name and address of the labeler.

**In Seed of Wheat, Durum, Barley, Oats, Soybeans, Field Peas, Dry Beans, Flax and Canola:**

- The label must contain the commonly accepted name of the kind and variety of each agricultural seed component in excess of five percent of the whole and the percentage by weight of each.
- Seed listed in this subsection may be sold by brand if the true variety name or number is clearly stated on the label.

**In Seed of Canola:**

- The label must contain a statement that the seed is certified by the commissioner as meeting North Dakota standards or,
- Certified by another state or province having certification standards for canola which meet or exceed North Dakota standards.

**In All Other Seed Not Named Above:**

- The label must contain the commonly accepted name of the kind or the kind and variety of each agricultural seed component in excess of five percent of the whole and the percentage by weight of each.

**Labeling Mixtures or Blends:**

- When more than ten percent of the whole consists of an aggregate of agricultural seed components, each present in an amount not exceeding five percent of the whole, the label must contain each component in excess of one percent of the whole named together with the percentage by weight of each.
- Each component must be listed in the order of its predominance.
- When more than one component is named, the word “mixture” or “blend” must be stated appropriately with the name of the mixture or blend.

**Labeling Treated Seed:**

- If the seed is treated, the label must indicate treatment has occurred and must include the commonly accepted, chemical, or abbreviated chemical name of the applied substance.
- If the substance is harmful to human or other vertebrate animals, a caution statement prohibiting use for food, feed or oil purposes must be on the label.

- If the substance is a mercurial and similarly toxic substance, the label must contain a statement and symbol indicating the substance is poison.
- If the seed is treated with an inoculant, the label must contain the date beyond which the inoculant is considered ineffective.
- A separate label may be used for treatments.

# Section 6 – Seed Sales

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## Bulk Seed

A bulk seed certificate must be issued for each sale (load) of certified seed delivered or loaded into a buyer's truck at the time of delivery. Bulk certificates may look like either [Appendix F](#) or [Appendix G](#), depending on whether the labeler prints their own from the State Seed Department online portal or receives paper certificates from the State Seed Department office.

## C # Bulk Certificate

Bulk seed lots that pass final certification will be issued bulk certificates with a C#. The certificates will be issued to the labeler as shown on the Seed Sampler's Report. Once bulk certificates are issued, the seed may be offered for sale to a producer or sold wholesale to an approved bulk retailer, and then sold to a producer. Since the initial labeler is responsible for certain fees, such as labeling fees and research fees, it is important that the Seed Sampler's Report be filled out correctly.

## Downgrading Seed Lots

Seed lots may be downgraded to the next lower class if the lot does not meet field or seed standards or to facilitate a sale. If bulk certificates have already been issued for the higher class, simply cross out the class designation and write the statement "*Sold as Certified – Not to be used for recertification*" on the bulk certificate.

## Completing the Log Sheet

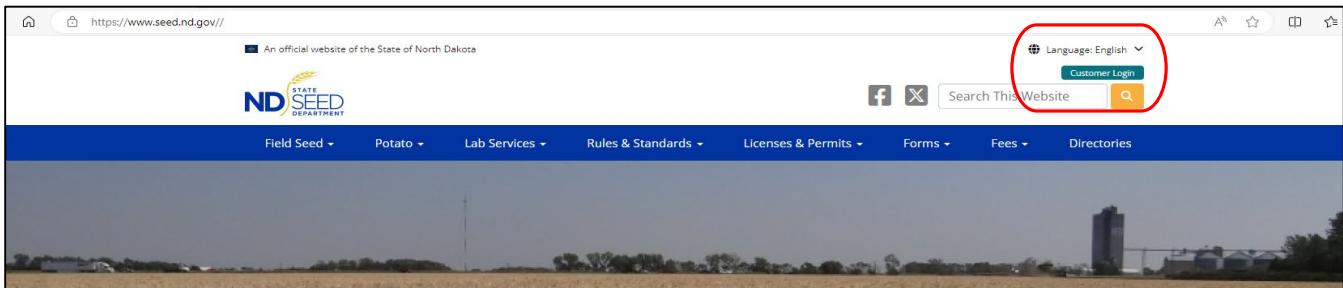
If using the online portal for bulk certificates the log sheet is created for you and simply needs to be printed at the end of the season and kept with the rest of that seed lot's records. The log sheet ([Appendix H](#)) provides a simple, consolidated record keeping system, each serial number associated with a specific seed lot is shown on the log sheet. When a sale is made simply record the transaction on the log sheet next to the correct serial number. When you have used all of the bulk certificates for that seed lot or you have sold all the seed, return the completed log sheet to the State Seed Department. Log sheets, along with any unused bulk certificates must also be turned in and are due September 1.

## Additional Bulk Certificates

If additional bulk certificates are needed for a seed lot, contact the State Seed Department. Include the variety, class and lot number along with the C # from the original certificates and the number of additional bulk certificates needed.

# Section 7 – Online Account

You will need a Login ID and Password. Contact the State Seed Department to set up the secure account which enables you to apply for field inspection, retrieve your lab sample results and produce bulk certificates. All information on the State Seed Department's computer system is secure, provided you do not give anyone else your Login ID and Password. Go to [www.ndseed.com](https://www.ndseed.com) and click on **Customer Login** in the upper right corner.

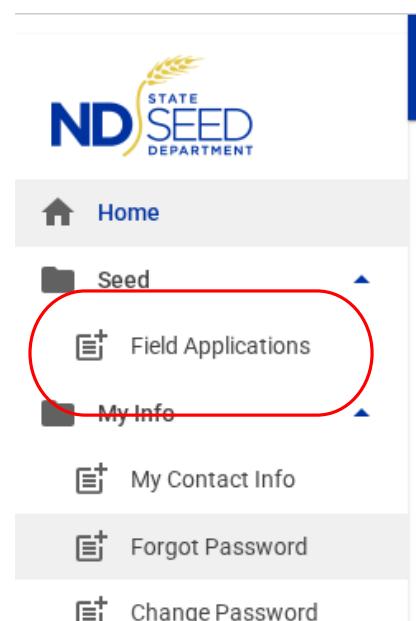
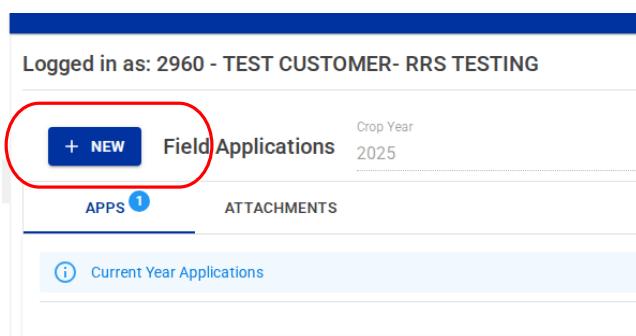


Enter your login ID and password, when finished you must click the login button, hitting enter will not work. Once a year when you log into your account, it will ask you to verify your account information.



## Online Field Inspection Application Process

Applying for field inspection is now available through your online account on the State Seed Department's website. Once you are logged in click **Field Applications** under Seed on the left hand side as shown to the right. After clicking Field Applications, click NEW as shown below to bring up the Field Inspection Application.



Once you have clicked “New” the screen below will appear. The information for the account that you are signed into will be used as the Applicant information. If you have a contract grower, check the “Application has a Contract Grower” box.

2025 Field Applications Total Cost **\$31.00** [PRINT INVOICE](#)

Application has a Contract Grower?

**Application Detail**

Field Number*	Variety*	Kind*	Crop*
Acres*	County*	Date Planted*	Previous Crop*
<input type="checkbox"/> Previous Crop Inspected	Class Planted*	Lot Number*	Lot 2
Lot 3	Lot 4	Otr*	Sec*
Township*	Range*	Fee*	Late Fee Amount*
Total Due*		\$ 0	\$ 0

**Message**

Checking the “Application has a Contract Grower” box will bring up the following screen, where you will enter your contract grower’s information. Please try to be as accurate as possible when entering this information. If the information is different than what we have in our system for the contract grower or the grower is not in our system we will call them to verify all information.

Application has a Contract Grower?

**Contract Grower**

ⓘ Complete only if you have a contract grower. Each contract grower needs a separate entry.

Ref #	Contract Grower	
Address		
City	State	Zip
County	Phone	Cell

Once you have the contract grower information completed or you do not have a contract grower the following screen will pop up to be completed. All the same information that is required on the paper application is required when doing an online application. The biggest difference is there is a database of varieties, **if your variety does not come up, stop inputting the information and call the State Seed Department to have your variety added before continuing your application. The variety will be added, but will still be required to be verified as an eligible variety for field inspection.** This process is the same for new varieties applied for on a paper application. Sometimes multiple lots are used for planting a field, the online application gives you four spaces for lot numbers, if you have more than four lot numbers

in one field, please use the messages box for additional lot numbers. If you only have one lot number, make sure that you put the information in the Lot Number\* field as this is the required field and your application will not be able to be submitted without this box containing information. The online application automatically calculates your fee based on the number of acres and type of inspection for the kind and variety you entered. If your application is entered online after the application deadline it will also automatically calculate the late fee. **To pay your field inspections fees please either contact the Fargo office or wait for the invoice to arrive, invoices are printed and mailed when the application has been approved on our end.** If there is any pertinent information you believe is necessary for the approval process of your application or for the field inspector put it in the message box. A few items to include: if field is in multiple sections (a map is still required for all sections), you are not applying for field inspection for the whole planted area of the variety (isolation or flagged boundaries are still required), or you are applying for Foundation to Foundation or Certified to Certified inspections (proof of eligibility is still required and may be uploaded with your other supporting documents).

Application Detail

Field Number*	Variety*	Kind*	Crop*
1	CDC TREASURE	FP	FPEA
Acres*	County*	Date Planted*	Previous Crop*
160	Cass	1/1/2022	
<input type="checkbox"/> Previous Crop Inspected	Class Planted*	Lot Number*	Lot 2
	F	6	1
Lot 3	Lot 4	Qtr*	Sec*
		NW	12
Township*	Range*	Fee*	Late Fee Amount*
162	51	\$ 440.00	\$ 160.00
Total Due*			
\$ 600.00			
Message TEST			

After you have filled out all required information you must click SAVE for each field you wish to apply for. Once you have saved all fields and uploaded your required documents (FSA maps and Bulk Certificates or Tags) then click SUBMIT TO NDSSD. This will submit all of your fields. Once you submit your applications you will not be able to make changes; contact the State Seed Department for any changes that need to be made. At the bottom there are two tabs: APPS and ATTACHMENTS. ATTACHMENTS will show you all the supporting documents that you submitted.

⚠ Click Save to add entered Application. You must save before you can Submit to NDSSD

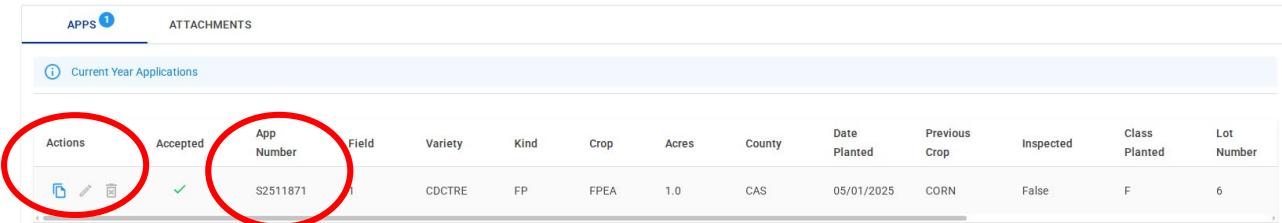
**SAVE** **SUBMIT TO NDSSD**

**APPS** **ATTACHMENTS**

Current Year Attachments **+ ADD** **Please attach a proof of purchase - Bulk Certificate or Tag along with an FSA map. We will accept any file type.**

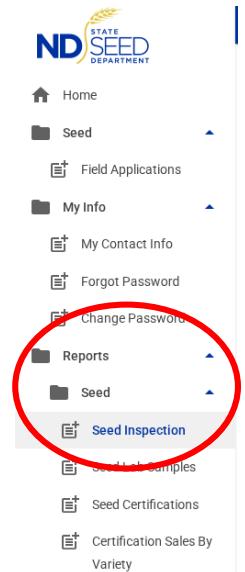
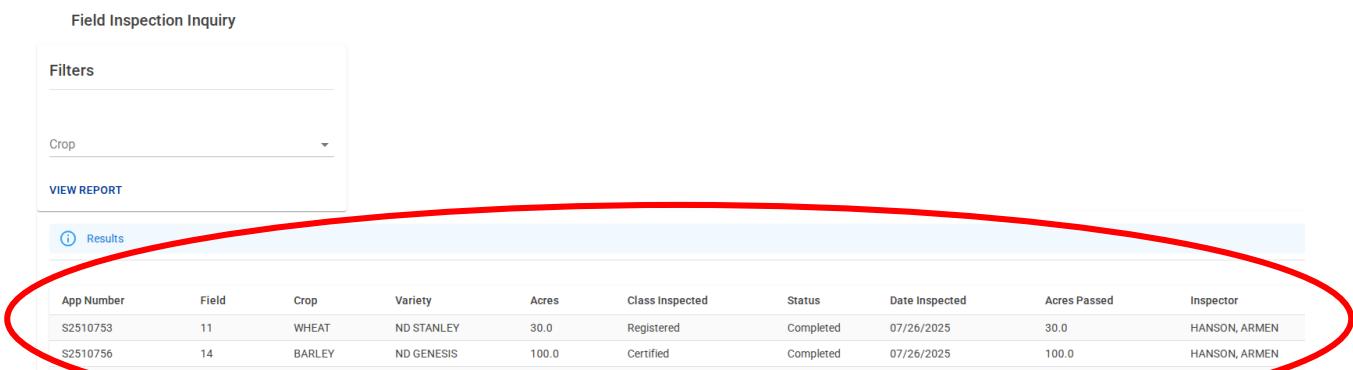
Full Attachment Name	Attachment Name	Actions
Bulk Cert.docx	Bulk Cert.docx	
FSA Map.pdf	FSA Map.pdf	

APPS will show you all of the fields you applied for. After saving but before submitting you will be allowed to edit or delete fields, once the fields have been submitted those options will be grayed out. The field will be assigned an App Number once it has been approved by office staff.



Actions	Accepted	App Number	Field	Variety	Kind	Crop	Acres	County	Date Planted	Previous Crop	Inspected	Class Planted	Lot Number
 		S2511871	CDCTRE	FP	FPEA		1.0	CAS	05/01/2025	CORN	False	F	6

If you click on Seed Inspection under Reports and Seed in the menu on the left side of your online account it will create a list of all the fields you applied for using the online application. Once the Field Inspection Reports have been entered by the office staff the report will show the date inspected, acres passed and which inspector inspected each field.

Field Inspection Inquiry									
Filters									
RESULTS									
VIEW REPORT									
Results									
App Number	Field	Crop	Variety	Acres	Class Inspected	Status	Date Inspected	Acres Passed	Inspector
S2510753	11	WHEAT	ND STANLEY	30.0	Registered	Completed	07/26/2025	30.0	HANSON, ARMEN
S2510756	14	BARLEY	ND GENESIS	100.0	Certified	Completed	07/26/2025	100.0	HANSON, ARMEN

## Obtaining Test Results Online

After entering your Login credentials click “Seed Lab Samples” in the menu on the left side.

All of your samples will be displayed. Select a sample to review and click “Details”.

Sample #	Date Received	Lot #	Bin #	Class	Crop	Variety	Seed Tests Requested / Completed	Diag. Tests Requested / Completed	Details
L3302821	12/18/2023	300-30124-23W		Other	FIELD BEAN	ND RODEO	G		Details
L3302820	12/18/2023	338-30124-23W		Other	FIELD BEAN	ND RODEO	G		Details
L3302819	12/18/2023	333-30103-23W		Other	FIELD BEAN	ND WHITETAIL	G		Details
L3302472	12/06/2023	A2238OA		Foundation	OAT	ND CARSON	C,H,Q,U C,H,Q,U		Details
L3302471	12/06/2023	A2203OA		Foundation	OAT	ND SPILDE	C,H,Q,U C,H,Q,U		Details
L3302249	11/28/2023	ASF22-64		Other	WHEAT	NDHWS13RIL-0016-058	C,G,P,U C,G,P,U		Details
L3302248	11/28/2023	ASF21-68		Other	WHEAT	NDHWS13RIL-0016-058	C,G,P,U C,G,P,U		Details
L3302247	11/28/2023	ASF23BREEDER		Other	WHEAT	NDHRS15-0006-C46	C,G,P,U C,G,P,U		Details

All of the test results will be displayed.

Customer ID	Kind	Variety
1749	HARD RED SPRING WHEAT	NDHRS15-0006-C46

Customer ID: 1749  
Kind: HARD RED SPRING WHEAT  
Variety: NDHRS15-0006-C46

Sample #: L3302247  
Date Received: 11/28/2023  
Lot #: ASF23BREEDER  
Bin #: Other  
Class: Other  
Kind: HARD RED SPRING WHEAT  
Variety: NDHRS15-0006-C46

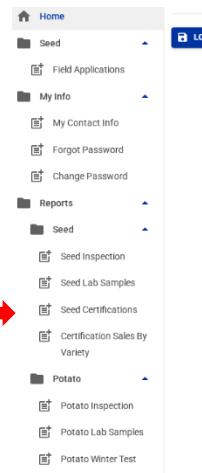
Germination: Date Completed: 12/5/2023 Normal: 98% Hard: 0 % Dormant: 0 %  
Purity: Date Completed: 12/1/2023 1:58:35 PM  
Pure Seed: 99.99%  
Other Crop Seed: 0.00%  
Inert Matter: 0.01%  
Weed Seed: 0.00%  
Other Crops: None Found  
Weeds: None Found  
US Noxious: Date Completed: 12/1/2023 2:01:29 PM  
None Found  
No USA noxious species found in 500 g. seed sample  
Seed Count: Date Completed: 12/1/2023 1:58:35 PM  
Count: 1230

Disclaimer: This is not an official analysis report. Your official Analysis Report will be sent to you.

## Creating Online Bulk Certificates

Once your seed lot has completed final certification requirements bulk certificates will be made available and you will be able to sell the seed. The advantage to using an online account is not having to wait to receive paper bulk certificates in the mail; but having “instant” access. If you go into your account to create a bulk certificate and are unable to do so, it may mean that the germination test is out of date. Contact the Fargo office for further assistance.

Log into your account, click on Seed Certifications on the left hand side.



All of your available seed lots will populate. Click on Bulk Cert for the correct lot number.

Hide?	Cert #	Date Entered	Bin #	New Lot #	Variety	Kind	Seed Class	Status	Details	Bulk Cert	Sale Report	Bu Remaining
Group: Visible Lots												
<input type="checkbox"/>	C47268	11/04/2025		A2573SB	ND2108GT73	SOY	Foundation	F-	Details		0.00	
<input type="checkbox"/>	C47256	10/29/2025	GM15	A2520SB	ND21008GT20	SOY	Foundation	P-	Details	Bulk Cert	2652.00	
<input type="checkbox"/>	C47255	10/29/2025	TOTES	A25HNSW-R	ND HORIZON	HRSWHT	Foundation	P-	Details	Bulk Cert	173.00	

This will bring up the Certification Sale Entry screen. In this screen you will enter the buyer's information (Name, City and State are required) and the number of bushels that you sold them. Once all the information is entered click Save.

Certification Sale Entry

**Certificate Information**

Cert #	Seed Class	Variety	Kind	Lot
C47256	Foundation	ND21008GT20	SOY	A2520SB

**Entry Information**

Buyer Name\*

Buyer Address

Buyer City\*  Buyer State\*  Buyer Zip

Bushels Sold\*  0 Bushels Remaining: 2652.00

For Resale?  For Retail Only?

Downgrade

**SAVE**

## Printing Bulk Certificates

Once you have saved the information you may print the bulk certificate for your customer. Click on Bulk Cert for the correct sale at the bottom of the screen, this will open up a new tab containing the bulk certificate and allow you to print it. If the customer has lost their bulk certificate, you can print them a duplicate using these same steps. If you made a mistake or the sale has changed, you may click on “Void”, the certificate will be voided and the bushels will be added back to the remaining total.

### Certificate History

Cert #	Date Entered	Buyer Name	Bushels Sold	Downgraded	Bushels Remaining	Bulk Cert	Void
C47014	09/03/2025	Jason Goltz	80.00	N	690.00		<a href="#">Bulk Cert</a> <a href="#">Void</a>
C47014	09/18/2025	Ciara Clark	80.00	Y	610.00	<a href="#">Bulk Cert</a> <a href="#">Void</a>	
C47014	09/23/2025	Christy Sperling	75.00	Y	535.00	<a href="#">Bulk Cert</a> <a href="#">Void</a>	

## Online Log Sheet

The log sheet is automatically populated for you once you make seed sales on that lot. This needs to be printed at the end of the season and kept in the file with all other documentation for that seed lot. Click on Sale Report for the lot you are looking for.

Log Sheet						
AGRONOMY SEED FARM						
F ND NOREEN LOT #A23NNWW						
Cert #	Date Entered	Buyer Name	Bushels Sold	Bushels Remaining	VOID	
C47014	09/03/2025	Jason Goltz	80.00	690.00		
C47014	09/18/2025	Ciara Clark	80.00	610.00		
C47014	09/23/2025	Christy Sperling	75.00	535.00		
Totals:			235.00	535.00		

# Section 8 – Carryover Seed

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## Unconditioned Carryover Seed

Unconditioned carryover seed is field inspected seed “in the dirt”. It is eligible for certification but has not yet been conditioned and tested for final certification.

## Conditioned Seed

Carryover conditioned seed that has been final certified needs to only be retested for germination to ensure that the test date on the label is current and the seed has not gone out of condition. Labelers must complete the [Recertification Request for Carryover Certified Seed \(Appendix I\)](#) and return it with a representative sample.

There is no limit to how many years a seed lot can be carried over, but it should be recertified year. The only cost to recertifying a seed lot is the cost of the germination test plus a small administrative fee.

## Carryover Bagged Seed

New certification tags will be furnished for carryover bagged seed. Follow proper procedures for obtaining a new sample. For lots of one to six bags, sample each bag taking at least five core samples. For lots greater than six bags, sample five bags plus ten percent of the total number of bags in the lot. It is not necessary to sample more than 30 bags, regardless of lot size. See [AASCO Handbook on Seed Sampling](#).

## Carryover Bulk Seed

Carryover bulk seed cannot be recertified in bags unless new samples are submitted for analysis. To obtain a proper sample from a bulk lot, collect as many sub samples as if the lot were in bags.

## Commingling Carryover Seed

If necessary, certified seed lots of the same variety and class may be commingled into one bin. No additional testing is required however; new bulk certificates are required to reflect the quantity and quality (germ, purity, etc.) of the new lot. There is no limit to the number of seed lots that can be commingled, but if they are out of date, they will need to be re-certified prior to combining; this ensures that dead or dying seed lots are not commingled with healthy seed lots. Submit bulk certificates, a copy of the new analysis report, and number of bushels from each lot along with a new lot number and number of new bulk certificates needed or note that you will be using online bulk certificates. If the lots were commingled before testing, a new composite sample must be submitted for a new germination test.

## Commingling Carryover and Newly Conditioned Seed

Before combining a lot of carryover seed and newly conditioned seed into a bin, a new germination test must be completed on the carryover seed to ensure it has not gone out of condition. To obtain new bulk certificates for the combined lot, submit the following to the State Seed Department:

- For the carryover seed: a bulk certificate, the number of bushels remaining and the analysis report showing the new germination.
- For the newly conditioned seed: the bulk certificate.
- Also, include a new lot number for the combined lot and the number of new bulk certificates needed or note that you will be using online bulk certificates.

## Carryover Seed Report

A [Declaration of Carryover Seed](#) report ([Appendix J](#)) is sent to growers and labelers every year in July. All certified and unconditioned carryover seed must be reported to the State Seed Department by September 1. Reports not received by September 1 will not be included in the Seed Directory.

# Section 9 – Seed Sales Permit and Fees

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## North Dakota Seed Laws

Any person or company labeling and selling agricultural, vegetable, flower or tree and shrub seed in North Dakota is required to obtain a Seed Sales Permit and annually report any sales based on quantity sold. There is no cost for the permit.

Agricultural seed means the seed of grass, forage, cereal, fiber, oil crops, Irish potato seed tubers and any other kind of seeds commonly recognized within North Dakota as agricultural seed, lawn seed and mixtures of these seeds. Seed used for cover crops is considered agricultural seed.

Vegetable seed means the seed of a crop that is grown in a garden or on a truck farm and which is generally known and sold under the name of vegetable seed within North Dakota.

## Application for Seed Sales Permit

The Seed Commissioner is authorized to issue a seed sales permit to any person to label agricultural, vegetable, flower or tree and shrub seed in North Dakota. The applicant agrees to comply with all of the requirements of the North Dakota State Seed Laws and Regulations, submit an annual report of seed sold and pay the appropriate fees. [Appendix K](#)

## Annual Report of Seed Sales

Any person labeling agricultural, vegetable or flower seed in North Dakota is required to submit an annual report and pay a fee on quantity sold or the wholesale value of the seed. The reporting period is July 1 to June 30 of the following year. [Appendix L](#)

### Instructions

- Report only seed that is sold with your name as the initial labeler.
- If you wholesale seed as the labeler, include those sales on this report.
- If you retail or sell seed from other labelers, do not include on this report.

### Fees

The labeler shall remit fees by the date specified by the State Seed Department.

- Small grains & flax (bulk or bagged) ...\$ 0.012/bu
- Soybeans, field beans, field peas (bulk or bagged)...\$ 0.0004/lb
- Other agricultural seed sold in bulk...\$ 0.0006/lb
- Other agricultural seed sold in containers up to 160 pounds... \$0.0006/container
- Vegetable and flower seed...\$0.50 for each \$25 wholesale value

## More Labeling Information

For complete information about North Dakota Seed Laws and certification requirements refer to the State Seed Department website [www.ndseed.com](http://www.ndseed.com).

## Research Fees

Research fees are an important source of funding for plant breeding programs. The revenues generated from research fees help fund variety development and testing programs that benefit the region's agricultural industry. The fees for specific varieties will not change and are effective for the life of the variety. Research fees apply to registered and certified classes sold for seed.

The North Dakota State Seed Department is responsible for the collection of research fees on varieties released by NDSU, SDSU, Montana State University, University of Minnesota or varieties licensed by the North Dakota Crop Improvement and Seed Association.

### Who Must Pay Research Fees?

Initial labelers must pay the fees on all registered and certified classes of fee bearing varieties sold for seed.

### Reporting Procedure

A Research Fee Report form ([Appendix M](#)) will be mailed to labelers of fee bearing varieties each July. The report will indicate the number of bushels certified by variety and lot according to State Seed Department data. Labelers are required to reconcile the number of bushels sold for planting, planted on their own farm, sold as commodity, carried over or not conditioned. Labelers only need to pay the research fee on the number of registered or certified bushels **SOLD AS SEED**.

### Due Date

Fees are due September 1 for sales beginning July 1 the previous year and ending June 30 of the current year.

**To ensure proper credit to your account, fees must be paid only to the State Seed Department.** Do not send payment to the North Dakota Crop Improvement and Seed Association, your county agent or your county crop improvement association or agricultural association.

# Section 10 – Sourcing Seed

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The most reliable source of information a seed grower can utilize for finding eligible seed is Bulletin 92, The [North Dakota Field Seed Directory](#). Published annually in November, the Seed Directory contains a listing of all varieties of crops that passed field inspection that growing season. A copy is distributed to every approved conditioner, bulk retailer and seed grower each year. A list of field inspected seed is also available on the State Seed Department website.

Field inspected seed is not certified until it has been conditioned, tested and properly labeled with a certified seed tag or bulk certificate.

The Seed Directory serves multiple purposes including:

- Conditioners can identify certified seed growers who have seed of the variety they want or approved bulk retailers to whom they can sell certified seed.
- Bulk retailers can identify growers or conditioners who may have seed of a variety they want to purchase.
- Seed growers can identify a seed conditioner approved to handle certified seed.
- Source of information for field numbers needed when samples are submitted for final certification.
- Identification of the PVP status of varieties.
- Identification of varieties that have research fees.
- Listing of available seed tests and fees.
- Information about seed certification.
- List of approved conditioners.
- List of approved bulk retailers.
- List of certified seed growers.
- List of conditioned and unconditioned carryover seed available.

Many of the varieties listed in the Seed Directory are protected by a certificate of Plant Variety Protection. Varieties for which protection is shown as “pending” are also considered protected.

**Most varieties are protected with the Title V option, which requires the variety to be sold as a class of certified seed.**

# Section 11 – Intellectual Property Rights

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The majority of crop cultivars available to consumers today are protected by some form of Intellectual Property Rights laws (IPR). It is the responsibility of the buyer and seller to confirm the type of IPR protection before buying or selling a specific variety.

Regardless of the method by which crop varieties are protected, they have the same purpose; to protect the Intellectual Property Rights of the variety owner. The end result is that the variety owners recover some of their costs in the development of a variety, which are substantial, and reinvest revenues into research and development of new varieties for the benefit of the public.

## Types of Variety Protection

### Plant Variety Protected (PVP)

Most of the varieties grown today are protected by certificates of Plant Variety Protection (PVP) issued by the U.S. Plant Variety Protection Office (PVPO). Varieties for which protection is shown as “pending” and those for which an application has been submitted to the PVPO are considered protected varieties.

Under PVP laws, the owner of the variety has the exclusive right to control the production and marketing of their varieties. Seed of these varieties can only be sold with authorization from the owner. Producers who acquire seed of these varieties legally through authorization from the owner have the right to save seed for use on their own farm indefinitely, but cannot sell their production for planting purposes. It is illegal for anyone to purchase "grain" of a protected variety and utilize it for planting purposes.

### PVP Title V

The protection is identical to PVP except seed of these varieties must be sold as a class of certified seed. The certification option is governed by Title V of the Federal Seed Act. Certification permits a person in possession of the variety to sell it as a seed product after completing the certification process. There can be no common or “brown bag” seed sales of these varieties.

### Basic Requirements for PVP Title V Varieties:

- Final certification must be completed before seed can be advertised or offered for sale.
- Any seed sold must be accompanied by a proper certified seed label at delivery.
- Protection extends to crops produced from illegally acquired seed.
- Conditioners can be held liable for conditioning seed that is intended to be sold illegally.

If a variety is not protected with the Title V option, the owner of the variety still has the exclusive right to determine who can produce and market the variety as a seed product. Varieties that require certification are identified in the variety listing of the Seed Directory.

### Utility Patents

A patent is a type of property right that gives the patent holder the right to exclude others from making, using, offering to sell, selling or importing into the United States the subject matter that is in the scope of protection granted by the patent. Utility patents are issued by the U.S. Patent Office. The owner of the

variety has the exclusive right to control the production and marketing of their variety. Unlike PVP varieties, grain produced from legally acquired seed protected by a utility patent cannot be saved for planting on your own farm.

### **Contractual Agreements**

Contracts and licenses are used by some genetics suppliers to manage IP rights and provide more control over their authorized seed producers and users. Limited Use License Agreements (LULA) usually specify the rights and obligations under which the purchaser may use the variety. Ordinarily, LULAs specify that the seed is to be planted for a single use, i.e., to produce a commercial crop and prohibit the farmer from saving grain for replanting or sale. Some companies and even a few universities offer products as Certified Seed Only (CSO). With some companies, a formal agreement between buyer and seller is not required; merely purchasing and accepting delivery means you accept the terms of sale.

The following table outlines what specific activities may or may not be carried out with seed of varieties protected under certain types of Intellectual Property Rights.

### **Saving, Selling and Conditioning Protected Varieties:**

Type of IP Protection	Save seed for planting?	Condition seed?	Sell saved-seed?
PVP	Yes <sup>1,2</sup>	Yes <sup>4</sup>	No <sup>2,3</sup>
PVP Title V	Yes <sup>1,2</sup>	Yes <sup>4</sup>	No <sup>2</sup>
Patent (Plant or Utility)	No	No	No
LULA/CSO <sup>5</sup>	No	No	No

1. If the seed was acquired legally through authorization from the variety owner.
2. Limited to use on the farmer's own holdings (land owned or rented).
3. Unless permission is given by variety owner.
4. Check terms of contract or purchase agreement.
5. Only certified seed may be planted. Seed may not be saved or conditioned for replanting.

### **Penalties for Violations**

Under North Dakota State Seed Law [Chapter 4.1-53-57](#) violations of PVP laws can result in fines up to \$10,000 per violation or seed sale. Additionally, there can be numerous violations of the North Dakota State Seed Law, which can carry fines of \$5,000 per violation. Variety owners may also seek compensation for up to three times the damages plus court costs and attorney fees on seed sold and from the crop produced by the illegally planted seed. Conditioners will also be held liable for conditioning a PVP variety that was subsequently sold as seed to other producers.

# Section 12 – Seed Regulatory Program

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The [Seed Regulatory Program](#) provides for the regulation of the seed industry through enforcement of state seed laws through century code and federal laws specified by the Federal Seed Act (FSA). The FSA regulates the interstate shipment of agricultural and vegetable seeds and requires that seed shipped in interstate commerce be labeled with information that allows seed buyers to make informed choices. The State Seed Department has authority for regulatory activities under a cooperative agreement with the USDA-AMS, Seed Regulatory & Testing Branch. Through monitoring, sampling and testing, the regulatory program ensures that seed meets state and federal labeling requirements, contributing to the utilization of high quality seed. The regulatory program also serves as the department authority in enforcing Plant Variety Protection or other intellectual property rights issues.

## Services Provided:

- Enforcement of state and federal seed laws.
- Inspection and audit of retail seed facilities.
- Sampling and testing of seed lots to verify label accuracy.
- Investigation of complaints.
- Cooperate with public institutions and private companies on enforcement of intellectual property rights issues.
- Administration of the state seed labeling fee permit system.
- Cooperate with USDA Seed Regulatory and Testing Branch in varietal purity evaluation.
- Provide public education on regulatory and certification issues.

Specific information on state and federal seed laws governing the production, handling, labeling, sale and distribution of seed products can be found at the following sources.

## North Dakota Seed Laws

[North Dakota Seed Laws, North Dakota Century Code 4.1-53](#)

[North Dakota Field Seed Certification Standards Chapter 74-03](#)

## Federal Seed Laws

[Federal Seed Act Regulations Part 201](#)

[Plant Variety Protection Act](#)

# Section 13– Fee Schedules

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The State Seed Department operates on a fee for service basis. Fees are subject to change at any time but require approval from the State Seed Commission. See the State Seed Department website for the [current fee schedule](#) or click the links below.

## Licensing and Permit Fees

## Field Inspection, Final Certification and Labeling Fees

## Lab Testing Fees

## Variety Research Fees

# Section 14 – Seed Department Deadlines

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May 1

- Field Inspection Applications due for Grasses

June 15

- Field Inspection Applications due for All Crops, including 2 Inspection Soybeans, except Buckwheat and Millet

July 15

- Field Inspection Applications due for Buckwheat and Millet

August 1

- Field Inspection Applications due for Conventional Soybeans (One Inspection)

September 1

- License Applications for Bulk Retail Facilities due
- License Applications for Approved Conditioners due
- Unused Bulk Certificates and Log Sheets due
- Labeling Fee Report due (Regulatory)
- Research Fee Report due (Field Seed)
- Carry Over Seed Report due (Field Seed)

# Section 15 – Glossary of Terms

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**Authorized Sampler** - A sampler that has been trained and has the authority to collect samples for the North Dakota State Seed Department.

**Blend** - Seed consisting of more than one variety of a kind, each in excess of five percent by weight of the whole.

**Bulk Seed** - Seed stored in bins or containers larger than one hundred sixty pounds.

**Certified Seed** - Seed that has been produced, inspected, conditioned and labeled in accordance with the procedures and in compliance with the rules of an officially recognized seed-certifying agency.

**Conditioning** - Includes all activities performed on seed to improve the quality of the product between harvest and marketing. Other terms associated with conditioning could include cleaning, processing, sizing, grading, storing and treating.

**Field Inspection** - The physical examination or observation of a field by an authorized State Seed Department employee.

**Germination** - The percentage of seed capable of producing normal seedlings under favorable conditions as determined by methods prescribed under the rules established by the Association of Official Seed Analysts (AOSA).

**Grower** - Any person that complies with all the certification rules and regulations in the production of field-inspected seed.

**Kind** - One or more related species or subspecies, which singly or collectively is known by one common name, i.e., wheat, barley, oats, alfalfa or timothy.

**Label** - A tag or device attached to a seed container, stamped or printed information on a seed container or written information accompanying a lot of bulk seed.

**Labeler** - The person whose name appears on the label.

**Lot** - An identified quantity of seed that is uniform and within permitted tolerances for the factors that appear on the label.

**Mixture** - Seed consisting of more than one kind, each in excess of five percent by weight of the whole.

**Official Seed Sampler** - A sampler who is trained, evaluated and certified or recognized as being competent in seed sampling by their respective agency.

**Other Varieties and Off-Types** - Plants or seeds that do not conform to the characteristics of a variety as described by the breeder. They do not include variants, which are part of the variety.

**Records** - All information relating to lot identification, source, origin, variety, amount, processing, testing, labeling, distribution and file sample of seed.

**Transfers** - The physical movement of seed after final certification.

**Variant** - Any seed or plant that is distinct but occurs naturally within a variety; is stable and predictable with a degree of reliability comparable to other varieties of the same kind and was originally a part of the variety as released. A variant is not an off-type.

**Variety** - A subdivision of a kind characterized by growth, yield, plant, fruit, seed or other characteristic by which it can be differentiated from other plants of the same kind and a subdivision of a kind that is distinct, uniform and stable.

# Section 16 – Appendices

## A. Field Inspection Application



### APPLICATION FOR FIELD INSPECTION OF FIELD SEEDS

Receipt # _____
Date _____
Check # _____
Amount _____
(OFFICE USE)

Ref # \_\_\_\_\_

Ref # \_\_\_\_\_

Applicant's Name \_\_\_\_\_

Contract Grower \_\_\_\_\_  
(if different from applicant)

Address \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ Zip Code \_\_\_\_\_

City \_\_\_\_\_ Zip Code \_\_\_\_\_

Phone \_\_\_\_\_ County \_\_\_\_\_

Phone \_\_\_\_\_ County \_\_\_\_\_

Cell \_\_\_\_\_

Cell \_\_\_\_\_

Directions to Grower's farm (or Grower's street address) \_\_\_\_\_

Use separate applications for Field Beans and Soybeans and for each contract grower.

Applications must be in the Seed Department office or postmarked by the deadlines or late fees will apply.

See reverse side for instructions, deadlines and fees.

Field Number	Crop Variety	Acres in Field	County of Field	Date Planted	Previous Crop or Cover Crop on Fallow	Was Previous Crop Inspected	Class Planted	Lot Number(s) of Seed Planted	Legal Description of Field	Fee
	Crop _____ Variety _____					Yes _____ No _____	Fdt _____ Reg _____ Other _____		Qtr _____ Sec _____ Twp _____ Range _____	
	Crop _____ Variety _____					Yes _____ No _____	Fdt _____ Reg _____ Other _____		Qtr _____ Sec _____ Twp _____ Range _____	
	Crop _____ Variety _____					Yes _____ No _____	Fdt _____ Reg _____ Other _____		Qtr _____ Sec _____ Twp _____ Range _____	
	Crop _____ Variety _____					Yes _____ No _____	Fdt _____ Reg _____ Other _____		Qtr _____ Sec _____ Twp _____ Range _____	
	Crop _____ Variety _____					Yes _____ No _____	Fdt _____ Reg _____ Other _____		Qtr _____ Sec _____ Twp _____ Range _____	
	Crop _____ Variety _____					Yes _____ No _____	Fdt _____ Reg _____ Other _____		Qtr _____ Sec _____ Twp _____ Range _____	

The undersigned affirms that standards, regulations and procedures published by the North Dakota State Seed Department (Bulletin No. 51) will be followed in producing, conditioning and handling the seed for the field(s) included on this application. The undersigned also agrees to pay all royalty/research fees on all seed labeled in their name. The Seed Department affirms that inspections are performed pursuant to the rules of Bulletin No. 51.

Inspections, tests, certifications and other acts are not intended to induce reliance on the Seed Department's inspections, certification, or any other action or inaction for any purpose relating to quantity or quality of the seed or crop produced, fitness for purpose, merchantability, absence of disease or variety/selection identification. Certification means only that the seed was randomly inspected, and at the time of the inspection the field or seed lot met the rules of the Department.

### SEE FEE SCHEDULE ON REVERSE

Total Fee \$ \_\_\_\_\_  
(This application)

Payment on \$ \_\_\_\_\_  
Account

Signed \_\_\_\_\_

Date \_\_\_\_\_

INSPECTOR'S COPY - White

OFFICE COPY - Pink

APPLICANT'S COPY - Gold/maroon



## B. Field Inspection Report

ND State Seed Department  
PO Box 5257  
Fargo, ND 58105-5257  
Phone: (701) 231-5400  
Fax: (701) 231-5401

### FIELD INSPECTION REPORT

Applicant: Name  
Address  
Phone Number

Grower: Name  
Address  
Phone Number

Kind: HARD RED SPRING WHEAT	Class: Certified	Application #: S2310200	Insp 1 of 1		
Variety: Variety Planted		County: Barnes	Acres: 108.0		
Lot Planted: 21-NF2-RM		Qtr: N	Sec: 23	Twsp: 141	Range: 58
Date Planted: 5/29/2023	Previous Crop: BEANS	Field #: 17	Road		

Stand	Growth & Vigor			Maturity									
<input checked="" type="checkbox"/> Good	<input checked="" type="checkbox"/> Good	<input type="checkbox"/> Fully Headed	<input type="checkbox"/> Hard Dough										
<input type="checkbox"/> Fair	<input type="checkbox"/> Fair	<input type="checkbox"/> Milk Stage	<input type="checkbox"/> Ripe										
<input type="checkbox"/> Poor	<input type="checkbox"/> Poor	<input checked="" type="checkbox"/> Soft Dough											
1 Lodging(1-3)				<input type="checkbox"/> % Bloom	<input type="checkbox"/> % Leaf Drop								
Number per sample 10,000													
Factor	1	2	3	4	5	6	7	8	9	10	Total	%	
Other Variety	15	20	19	32	24	18	29	26	19	30	232	.232	
Other Crop	0	0	0	0	0	0	0	1	0	0	1	.001	
Other crop outside counts Soybeans				Amount	Few	Scattered							
				In drill row? Yes	No	X							
1 = Light 2 = Moderate 3 = Heavy SC / Scattered P / Patchy TO / Throughout													

Prohibited Weeds		Common Weeds		Clean Field, Good Isolation	
<input type="checkbox"/> Canada Thistle	<input type="checkbox"/> Barnyardgrass	<input type="checkbox"/> Ragweed			
<input type="checkbox"/> Field Bindweed	<input type="checkbox"/> Dock	<input type="checkbox"/> Russian Thistle			
<input type="checkbox"/> Leafy Spurge	<input type="checkbox"/> Foxtail	<input type="checkbox"/> Smartweed			
<input type="checkbox"/> Sow Thistle	<input type="checkbox"/> Foxtail Barley	<input type="checkbox"/> Wild Buckwheat			
<input type="checkbox"/> Objectionable Weeds	<input type="checkbox"/> Frenchweed	<input type="checkbox"/> Wild Mustard			
<input type="checkbox"/> Cockle Bur	<input type="checkbox"/> Kochia	<input type="checkbox"/> Wild Sunflower			
<input type="checkbox"/> Hedge Bindweed	<input type="checkbox"/> Lambsquarter	<input type="checkbox"/> Wormwood			
<input type="checkbox"/> Nightshade	<input type="checkbox"/> Mallow	<input type="checkbox"/>			
<input type="checkbox"/> Quackgrass	<input type="checkbox"/> Marshelder	<input type="checkbox"/>			
<input type="checkbox"/> Wild Oats	<input type="checkbox"/> Milkweed	<input type="checkbox"/>			
	<input type="checkbox"/> 1P	<input type="checkbox"/> Pigweed	<input type="checkbox"/>		

1-6 Row Barley plant seen in counts, none found outside of counts

Acres eligible 108.0 Isolation  Yes  No - See Instructions

Passed  Conditionally passed. Five (5) pound sample required for final certification. Official sample may be required.

Rejected -- Reason \_\_\_\_\_

Applicant desiring reinspection must notify inspector when corrections have been made. Reinspection fees may apply.

Rejected, subject for reinspection

Call inspector for details. Phone No. \_\_\_\_\_ Reinspected. Date \_\_\_\_\_ Result \_\_\_\_\_

No action

Instructions: \_\_\_\_\_

Date: \_\_\_\_\_

Important - This report does not constitute final approval for certification of the seed produced on this field. Final certification is determined after lab testing of a representative sample of seed following conditioning. Eligible seed must be handled according to rules published in ND Administrative Code article 74-03.

Ciara Clark

15663

Inspected By

Inspector #

Report Distribution: White - Office / Canary - Applicant / Pink - Grower / Gold - Inspector



## C. Seed Sampler's Report



### SEED SAMPLER'S REPORT

NORTH DAKOTA STATE SEED DEPARTMENT  
SFN 50307 (7-2020)

PO Box 5257  
Fargo, ND 58105-5257  
Phone: 701-231-5400  
Fax: 701-231-5401

Labeler Name			Conditioner Name		
Address			Address		
City	State	ZIP Code	City	State	ZIP Code

Charge Test Fees to:	Send Labels to:
<input type="checkbox"/> Labeler <input type="checkbox"/> Conditioner <input type="checkbox"/> Other _____	<input type="checkbox"/> Labeler <input type="checkbox"/> Conditioner <input type="checkbox"/> Other _____
Copy to:	

<b>Sample Information</b>		
Variety	Lot Number	Class
Field Inspection Number(s)		
Date Conditioned	Number of Unconditioned Bushels	

<b>Bulk Seed</b>				
Conditioned Bushels	Storage Bin Number	Bulk Certificates Requested	Number of Mini-Bulk Containers	Online Option <input type="checkbox"/> Print Own Certificates

<b>Bagged Seed</b>					
Conditioned Bushels	Number of Bags in Lot	Weight in Each Bag	Number of Tags	<input type="checkbox"/> Single <input type="checkbox"/> Double	Pre-Issued Serial Numbers (on tags) From: _____ To: _____

<b>Tests Requested</b> (check all that apply)					
<input type="checkbox"/> Germination	<input type="checkbox"/> Purity	<input type="checkbox"/> Seed Count	<input type="checkbox"/> USA Noxious	<input type="checkbox"/> Canadian Noxious	<input type="checkbox"/> Other _____
<b>Tests to Rush</b>					

<b>List the Lab Sample Number</b> (for test results using pre-conditioned samples)		
Pre-Germ Lab Number	Barley Loose Smut Lab Number	Ascochyta Lab Number
Bean Bacterial Blight (Dome) Lab Number		Bean Anthracnose Lab Number

<b>List Certification or Relabel Number</b> (if any apply to this seed lot)		
Retest Seed	Reconditioned Seed	Carryover Seed

<b>Other Instructions or Remarks</b>		
_____		

<b>Sampler's Declaration</b>		
This seed lot was conditioned and sampled according to North Dakota seed certification requirements and the sample submitted is representative of the entire seed lot and was not tampered with in any manner by anyone before or after it was placed in the sample bag and sealed.		
Authorized Sampler's Signature		Date

<b>Grower's Declaration</b>		
The seed below was delivered/transferred to the labeler or conditioner above for conditioning.		
Type of Seed Delivered/Transferred	Amount	Measured as <input type="checkbox"/> Bushels <input type="checkbox"/> Pounds
Field Inspection Number(s)		
Grower's Signature		Date



## D. Seed Sampler's Report Instructions



### SEED SAMPLER'S REPORT

NORTH DAKOTA STATE SEED DEPARTMENT  
SFN 50307 (7-2020)

PO Box 5257  
Fargo, ND 58105-5257  
Phone: 701-231-5400  
Fax: 701-231-5401

Labeler Name 1		Conditioner Name 2		
Address		Address		
City	State	ZIP Code	City	State ZIP Code

Charge Test Fees to: 3 <input type="checkbox"/> Labeler <input type="checkbox"/> Conditioner <input type="checkbox"/> Other	Send Labels to: 4 <input type="checkbox"/> Labeler <input type="checkbox"/> Conditioner <input type="checkbox"/> Other
Copy to: 5	

<b>Sample Information</b>		
Variety 6	Lot Number 7	Class 8
Field Inspection Number(s) 9		
Date Conditioned 10	Number of Unconditioned Bushels 11	

<b>Bulk Seed</b>				
Conditioned Bushels 12	Storage Bin Number 13	Bulk Certificates Requested 14	Number of Mini-Bulk Containers 15	Online Option 16 <input type="checkbox"/> Print Own Certificates

<b>Bagged Seed</b>				
Conditioned Bushels 17	Number of Bags in Lot 18	Weight in Each Bag 19	Number of Tags 20	21 <input type="checkbox"/> Single <input type="checkbox"/> Double Pre-Issued Serial Numbers (on tags) From: 22 To:

<b>Tests Requested</b> (check all that apply) 23 <input type="checkbox"/> Germination <input type="checkbox"/> Purity <input type="checkbox"/> Seed Count <input type="checkbox"/> USA Noxious <input type="checkbox"/> Canadian Noxious <input type="checkbox"/> Other					
--	--	--	--	--	--

<b>Tests to Rush</b> 24					
-------------------------	--	--	--	--	--

<b>List the Lab Sample Number</b> (for test results using pre-conditioned samples)		
Pre-Germ Lab Number 25	Barley Loose Smut Lab Number 26	Ascochyta Lab Number 27
Bean Bacterial Blight (Dome) Lab Number 28		Bean Anthracnose Lab Number 29

<b>List Certification or Relabel Number</b> (if any apply to this seed lot)		
Retest Seed 30	Reconditioned Seed 31	Carryover Seed 32

<b>Other Instructions or Remarks</b>		
33		

<b>Sampler's Declaration</b> 34		
This seed lot was conditioned and sampled according to North Dakota seed certification requirements and the sample submitted is representative of the entire seed lot and was not tampered with in any manner by anyone before or after it was placed in the sample bag and sealed.		
Authorized Sampler's Signature		Date

<b>Grower's Declaration</b> 35		
The seed below was delivered/transferred to the labeler or conditioner above for conditioning.		
Type of Seed Delivered/Transferred	Amount	Measured as <input type="checkbox"/> Bushels <input type="checkbox"/> Pounds
Field Inspection Number(s)		
Grower's Signature		Date



## D. Seed Sampler's Report Instructions Continued

1. Name and address of labeler.
2. Name and address of conditioner.
3. Charge fees to: check labeler, conditioner or enter name if other
4. Send labels to: check labeler, conditioner or enter name if other
5. Copy to: enter name if you would like results copied to someone else.
6. Variety of seed to be tested
7. Lot number of seed to be tested, can be anything customer chooses, but should not be the lot number of the seed planted.
8. Class of seed to be certified. If downgrading to a lower class write the class requested and "Downgraded to x class" in field number 33.
9. List all field number that make up this lot of seed.
10. Date seed to be tested was conditioned.
11. Unconditioned bushels should include total number of bushels from all fields listed in number 9, even if split into multiple lots.
12. Number of bushels conditioned for this lot of seed only, limited to bin size.
13. Bin number where the seed is stored, may only be one bin. Each bin is a separate lot requiring separate lot numbers, samples and Sampler's Reports.
14. One certificate must be issued for each load of seed. Additional certificates may be requested by calling or emailing the State Seed Department. The certification number, lot number and number of additional certificates must be provided.
15. Total number of totes. Seed lots packaged in totes are not limited to 2,000 bushel maximum, however, each tote must have a label showing variety and lot identification.
16. Check the box if you will print certificates from your online account.
17. Bagged seed lots shall not exceed 2,000 bushels.
18. Total number of bags in the lot.
19. Each tote bag (mini bulk) must be labeled with variety and lot number. If a customer purchases multiple totes, one certificate may be used for the total purchase.
20. Tags to be issued by the State Seed Department with analysis information included (most common) If you ordered pre-issued tags, write "pre-issued" and include the P#.
21. Generally only used for companies using a separate analysis label.
22. Only used by companies that print their own tags.
23. Tests Requested:
  - Germination tests are required for new certification. Mark this test if you are not using a pre-germ test result or when updating germination. For fragile crops such as soybeans, field peas and field beans germination tests MUST be conducted after conditioning.
  - Purity tests are required for new certification, retesting and reconditioning. Two pounds of seed should be submitted for most crops.
  - Seed Count is required for Wheat, Durum, Barley, Soybeans and Edible Beans and will be performed when a purity test is requested.
  - USA Noxious tests Must be requested for any lot of seed that may be sold across state lines.
  - Canadian Noxious tests Must be requested for any lot of seed that may be sold into Canada. Test requires a minimum of 1000 grams of seed.

## **D. Seed Sampler's Report Instructions Continued**

- Other: indicate here any other seed or disease tests you would like run on the sample of seed submitted. Be sure to include enough seed to run all tests.

24. Indicate any tests requiring rush service.
25. List sample number(s) of the test conducted prior to conditioning for labeling purposes. Sample must include all fields related to this new lot or a new germination test is required.
26. List sample number(s) of tests conducted prior to conditioning for labeling purposes. Sample must include all fields related to this lot or a new loose smut test is required.
27. List sample number(s) of tests conducted prior to conditioning for final certification. Sample must include all fields related to this lot or a new ascochyta test is required.
28. List sample number(s) of test conducted prior to conditioning for final certification. Sample must include all fields related to this lot or a new dome test is required.
29. List sample number(s) of tests conducted prior to conditioning for final certification. Sample must include all fields related to this lot or a new anthracnose test is required.
30. List previous certification number if retesting the purity of a lot that did not meet standards, or if you would like to recheck the germination percentage.
31. List previous certification number if you recondition a previously failed seed lot.
32. List certification number from previous year and circle germination test (line 23), number of carryover bushels and the number of bulk certificates requested.
33. Optional information, not required for certification.
34. Must be signed and dated by approved sampler of the facility.
35. To be used for North Dakota field inspected seed only and when the labeler of the seed will be someone other than the applicant for field inspection.

## **E. Available Tests and Sample Size Requirements**

The minimum weight of samples submitted to the State Seed Department for tests shall be as follows. If multiple tests are requested, the sampler must submit enough seed for all tests. More information on seed testing is available on the State Seed Department website under [Lab Services](#).

### **Seed Health Tests**

- Anthracnose (Edible Bean; 2 lb. seed)
- Ascochyta, 500 seed test (Field Pea, Chickpea; 1lb; Lentil;  $\frac{1}{2}$  lb. Seed)
- Bacterial Blight (Soybean; 5 lb. seed)
- Barley Stripe Mosaic Virus ( $\frac{1}{2}$  lb. seed)
- Blackleg (Canola;  $\frac{1}{2}$  lb. seed)
- Dome Test (Edible Bean; 2 lb. seed)
- Lentil Fungal Scan ( $\frac{1}{2}$  lb. seed)
- Loose Smut (Barley, Wheat;  $\frac{1}{2}$  lb. seed)
- Phomopsis (Soybean;  $\frac{1}{2}$  lb. seed)
- Other virus tests (soybean mosaic, bean pod mottle; call)

### **Herbicide Trait/Transgenic Tests**

- Roundup® Herbicide Bioassay Test (Soybean;  $\frac{1}{2}$  lb. seed)
- Liberty®, Roundup® or Clearfield® Herbicide Bioassay Test (Canola;  $\frac{1}{2}$  lb. seed)
- Clearfield® Herbicide Bioassay Test (Wheat, Rice, Sunflower;  $\frac{1}{2}$  lb. seed)
- Lateral Flow Strip GMO presence (Soybean; 1 lb. seed)

### **Genetic Purity/Variety Identification**

- Seed Protein Electrophoresis Test (Oat;  $\frac{1}{2}$  lb. seed)
- Capillary Electrophoresis Variety Identification (Barley & Wheat;  $\frac{1}{2}$  lb, Field Pea; 1 lb. seed)

### **Germination Tests**

- 800 seed minimum

### **Seed Purity Tests**

- Small-seeded grasses, white or alsike clover or seeds of similar size (4 oz.)
- Sweet clover, red clover, alfalfa, grasses, millet, rape, flax or similar size seed (8 oz.)
- Cereals, soybeans or seed of similar size (2 lb.)

## F. Bulk Certificate (Online Version)



ND State Seed Department  
PO Box 5257, Fargo ND 58105  
701-231-5400 Fax: 701-231-5401

NORTH DAKOTA CERTIFIED SEED  
BULK SALE CERTIFICATE

### BUYER

Name  
Address  
City/State/Zip

### LABELER

Bushels Sold 846.67 For: Resale  Retail Date 05/10/2022

Class: REGISTERED

Cert C

FIELD PEA SHAMROCK

Lot Number:

Pure Seed: 99.97

Germination: 89.00

Other Crop: 0.00

Origin: ND

Inert: 0.03

Date: 10/20/2021

Weed Seed: 0.00

1,972 Seeds/Lb

Unauthorized Propagation Prohibited

PVPA 1994 - U.S. Protected Variety

One Bulk Sale Certificate must accompany each container of certified seed sold.

### COPIED CERTIFICATES ARE NOT VALID

4.1-53-59 Liability of seed commission, seed department, seed commissioner and certified or noncertified agricultural seed producers. A warranty of any kind, either expressed or implied, including a warranty of merchantability, fitness for a particular purpose, varietal identity, or absence of disease, is not made by the seed commission, the seed department, the seed commissioner, or certified or noncertified seed producers as to the quantity or quality of the crop produced from the seeds or as to other produce, which is inspected and certified, except as provided in this section. The sole warranty made is that the seeds were inspected under the rules of the seed department or the United States department of agriculture. The seed commissioner functions and serves only in an official regulatory manner.

74-03-01-18. Exclusion of warranty. Field seeds certified in accordance with this chapter have been field inspected and laboratory tested as specified in this chapter. The state seed department and inspection services function and serve only in an official regulatory manner and do not relieve the grower or owner of the grower's or owner's responsibility. Neither the producer, the seller, the North Dakota seed commission, the seed commissioner, or the seed commissioner's employees make any warranty or representation of any kind, express or implied, as the quantity or quality of the crop produced from certified seed, including merchantability, fitness for a particular purpose, absence of disease, or varietal or selection identity. The only representation is that the seed was inspected under the seed certification rules and regulations of North Dakota state seed department.

Inspections, tests, certifications, and other acts are not intended to induce reliance on the state seed department's inspections, certifications, or any other action or inaction for any purpose relating to quantity or quality of the seed or crop produced, fitness for purpose, merchantability, absence of disease, or variety of selection identification. Certification means only that the seed was randomly inspected and at the time of the inspection the field or seed lot met the rules of the department.



## G. Bulk Certificate (Paper Version)

 <p>ND State Seed Department PO Box 5257, Fargo, ND 58105 701-231-5400 FAX: 701-231-5401</p>	<p><b>NORTH DAKOTA CERTIFIED SEED BULK SALE CERTIFICATE</b></p>												
<p>SERIAL #</p> <table border="0" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 30%; text-align: center;">BUYER</td> <td style="width: 40%; text-align: center;">LABELER</td> </tr> <tr> <td colspan="2"> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td>Name</td> </tr> <tr> <td>Address</td> </tr> <tr> <td>City/State/Zip</td> </tr> </table> </td> </tr> </table>		BUYER	LABELER	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td>Name</td> </tr> <tr> <td>Address</td> </tr> <tr> <td>City/State/Zip</td> </tr> </table>		Name	Address	City/State/Zip					
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Name													
Address													
City/State/Zip													
<p>Bushels Sold _____ For Resale _____ Retail <input checked="" type="checkbox"/> Date _____ Seller _____</p>													
<p><b>Certified</b></p> <table border="0" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%;">HARD RED SPRING WHEAT AP MURDOCK</td> <td style="width: 50%; text-align: center;">Cert # R</td> </tr> <tr> <td>Pure Seed: 99.99%</td> <td>Lot Number:</td> </tr> <tr> <td>Other Crop: 0.00%</td> <td>Germination: 97%</td> </tr> <tr> <td>Inert: 0.01%</td> <td>Origin: ND</td> </tr> <tr> <td>Weed Seed: 0.00%</td> <td>Date: 2/2022</td> </tr> <tr> <td></td> <td>12,450 Seeds/Lb</td> </tr> </table>		HARD RED SPRING WHEAT AP MURDOCK	Cert # R	Pure Seed: 99.99%	Lot Number:	Other Crop: 0.00%	Germination: 97%	Inert: 0.01%	Origin: ND	Weed Seed: 0.00%	Date: 2/2022		12,450 Seeds/Lb
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	12,450 Seeds/Lb												
<p>Unauthorized Propagation Prohibited PVPA 1994 Pending</p>													
<p>SELLER COPY - SEE REVERSE FOR ADDITIONAL INFORMATION</p>													
<p>ND State Seed Department PO Box 5257, Fargo, ND 58105 701-231-5400 FAX: 701-231-5401</p>													
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Name													
Address													
City/State/Zip													
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	12,450 Seeds/Lb												
<p>Unauthorized Propagation Prohibited PVPA 1994 Pending</p>													
<p>BUYER COPY - SEE REVERSE FOR ADDITIONAL INFORMATION</p>													

## H. Log Sheet



### North Dakota Certified Seed Bulk Certificate Log Sheet

Instructions: For each bulk certificate issued, record the buyer's name, city and the quantity of seed sold on this form. Return the completed log sheet and any unused bulk certificates no later than July 1 of the year issued.

Return to:  
ND State Seed Department  
PO Box 5257

Fargo, ND 58105-5257  
Phone: (701) 231-5400  
Fax: (701) 231-5401

Certification #C86297

CUSTOMER NUMBER

Certified

CUSTOMER NAME

FIELD PEA BLUEMOON  
Lot # BM-19-814981C1

Bushels 1500.00  
Date Printed 12/3/2019

Serial Number	Buyer Name	City	Bushels Sold
188740			
188741			
188742			
188743			

Office Use Only

Reviewed by: \_\_\_\_\_

Entered by: \_\_\_\_\_



## I. Recertification Request for Carryover Seed



### RECERTIFICATION REQUEST FOR CARRYOVER SEED NORTH DAKOTA STATE SEED DEPARTMENT SFN 61450 (12-2023)

PO Box 5257  
Fargo ND 58105-5257  
Phone: 701-231-5400  
Fax: 701-231-5401

**Instructions:** Submit completed form to obtain new Certified Seed Bulk Certificates or tags for carryover certified seed. A new seed sample may be required. See Manual Section 15.

Labeler Name			
Address	City	State	ZIP Code

#### Lot Information

Variety	Class
Lot Number	Bushels

List C# or R# (If lots have been combined, list all C# and R# making up this lot and provide new lot number below)	
New Lot Number	
Number of Bulk Certs Requested	Number of Certified Tags Requested

#### Test Information

- Purity test is required if seed has been reconditioned or moved from bulk to bags.
- If germination test previously conducted, provide copy of Seed Analysis Report.

Tests requested <input type="checkbox"/> Germination <input type="checkbox"/> Purity <input type="checkbox"/> Other	Specify Tests
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Send to Name			
Address	City	State	ZIP Code

Bill To Name			
Address	City	State	ZIP Code

Signature	Date
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## **J. Declaration of Carryover Seed**



**DECLARATION OF CARRYOVER SEED**

## **NORTH DAKOTA STATE SEED DEPARTMENT**

SFN 12093 (7-2020)

PO Box 5257  
Fargo ND 58105  
Phone: 701-231-5400  
Fax: 701-231-5401

This report must be returned to the North Dakota State Seed Department by September 1, in order for us to include your carryover seed in our directory.

Applicant		Date	
Address	City	State	ZIP Code
Telephone Number	Cell Phone Number	Fax Number	

In Part A, report only seed that was grown and field inspected prior to July of the current crop year and has not been issued bulk certificates or certified tags.

In Part B, report seed lots that have been issued bulk sales certificates or certified tags prior to July of the current year. All seed lots previously certified must have an updated germination test and new bulk sales certificates or certified tags issued before seed is eligible for sale. (see reverse)

**Part A. Unconditioned seed – Eligible for final certification.**

See reverse

## J. Declaration of Carryover Seed Continued

SFN 12093 (6-2019)  
Page 2

**Part B. Carryover certified seed - Lots that have already been certified.**

Variety	Class	Certification Number	Bushels	Year Produced	Bin Storage Number

## K. Seed Sales Permit Application



### APPLICATION FOR NORTH DAKOTA SEED SALES PERMIT

NORTH DAKOTA STATE SEED DEPARTMENT  
SFSN 62006

PO Box 5257  
Fargo, ND 58105  
Phone: 701-231-5400  
Fax: 701-231-5401

Name/Company Name			
Address	City	State	ZIP Code
Telephone Number	Fax Number	Cell Phone Number	
Email Address			

A permit is required to sell agricultural, vegetable, flower or tree and shrub seeds in North Dakota in accordance with Chapter 4.1-53.38 of the North Dakota -Century Code. The applicant hereby agrees to comply with all of the requirements of the North Dakota State Seed Laws and Regulations, pay the required fee at the end of each reporting period, imprint on the analysis labels the information required by law and regulations, and to permit the Seed Commissioner or his authorized agents to examine records upon which such reports are based in order to verify the accuracy of the report.

Signature
Title

#### Office Use Only:

Approval: <input type="checkbox"/> Approved <input type="checkbox"/> Rejected	Permit Number
Authorized Department Signature	Date
Name	Title

Return to: ND State Seed Department  
PO Box 5257  
Fargo, ND 58105-5257



## L. Annual Report of Agricultural, Vegetable and Flower Seed Sold

ND State Seed Department  
PO Box 5257

Fargo, ND 58105-5257

Phone: (701) 231-5400 Fax: (701) 231-5401

### ANNUAL REPORT OF AGRICULTURAL, VEGETABLE AND FLOWER SEED SOLD IN NORTH DAKOTA

Name  
Address  
City, State, Zip

Permit #: \_\_\_\_\_  
Reporting Period: \_\_\_\_\_  
Phone: \_\_\_\_\_

Only the initial labeler is responsible for fees. This form must be returned by the deadline in accordance with ND State law.

Check the appropriate box, sign, date and return to the State Seed Department

No sales were made during the reporting period       Fees are paid under permit # \_\_\_\_\_  
 I no longer sell seed and wish to cancel my permit       I only sell seed labeled under another labeler  
 Sales for the reporting period are listed below.

#### A. For the following Agricultural seed.

Kind of Seed	Bushels Sold	Fee Rate	Fee
Cereal Crops		\$0.0120/bu	
Kind of Seed	Pounds Sold	Fee Rate	Fee
Pulse Crops		\$0.0004/lb	

#### B. For other Agricultural Seed (not specified in Section A) sold in bulk or mini-bulk containers

Kind of Seed	Pounds Sold	Fee Rate	Fee
		\$0.0006/lb	
		\$0.0006/lb	

#### C. For other Agricultural Seed (Not specified in Section A) in containers up to 160lbs in net weight

Container Size	Containers Sold	Fee Rate	Fee
0-160 pounds		\$0.0600/container	

#### D. For Vegetable or Flower Seed in small containers or in bulk

	Dollar Value Sold	Fee Rate	Fee
Vegetable & Flower Seed		\$0.50 for each \$25 wholesale value	

Total all lines (if less than \$5.00, do not send payment) \_\_\_\_\_

Total remitted \_\_\_\_\_

I declare under the penalties of criminal liability for willfully making a false return, that this report is to the best of my knowledge correct and complete.

Name (please print) \_\_\_\_\_

Signature \_\_\_\_\_

Date \_\_\_\_\_



## M. Research Fee Report Form



**VARIETY DEVELOPMENT RESEARCH FEE  
SEED USE REPORT FORM  
NORTH DAKOTA STATE SEED DEPARTMENT  
SFSN**

PO Box 5257  
Fargo, ND 58105-5257  
Phone: 701-231-5400  
Fax: 701-231-5401  
[www.ndseed.com](http://www.ndseed.com)

Production Year:	2022
Period:	7/1/2022 - 6/30/2023

ND GENESIS

BARLEY

Acres passing field inspection according to NDSSD Records:	0.0
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Part 1: Registered and Certified bushels/units labeled in your name:

Certification Number	Lot Number	Bushels/Units	Research Fee	Amount Due
			0.75	
Total Amount Due:				

Credits. Subtract from the amount above. You are not required to pay research fees on the following:

You are not required to pay research fees on the following:	Bushels/Units	Research Fee	Credit Due
Carryover bushels/units		0.75	
Bushels/Units sold as commodity (grain)		0.75	
Bushels/Units planted on your own farm		0.75	
Total Credits			

Net Amount Due (total amount due minus total credits)		
Make checks payable to North Dakota State Seed		

Part 2: Disposition of bushels/units from above fields if not Certified

Bushels/Units sold as commodity (grain)	
Unconditioned carryover bushels/units	
Unconditioned bushels/units sold as seed. List buyers and bushels/units below	

Buyers of unconditioned bushels/units

Buyer Name	Bushels/Units

Form must be returned even if there are no sales for the reporting period

