



Request for inspection services on unofficial submitted grain samples, including Subject to Inspector's Grade and Dockage Western Canada

Instructions on how to complete this form are on the last page

Date: (dd/mm/yyyy)

Section A: Submitted Sample

Sample type (select one) Producer submitted Company submitted

Name (certificate to be issued to)

Address

City/town

Postal code

Contact name

Phone number

Fax or email address

**For company submitted samples only*

If a company submitting the sample is different than identified above, provide the company name and address.

Company name

Address

Section B: Subject to Inspector's Grade and Dockage (including moisture and protein)

Interim elevator receipt number (required)

Producer information

Producer's name

Address

City/town

Postal code

Phone number

Fax or email address

Primary elevator information

Company name

Address

City/town

Postal code

Phone number

Fax or email address

Section C: Sample Information

Sample identification (attach separate document if necessary)

Commodity (i.e., canola, flaxseed, wheat)

Origin of grain (select one) Canadian US Imported

Section D: Canada Western (CW) Grain Declaration (the sample submitted is declared to be)

I, the undersigned, solemnly declare that, unless otherwise specified below, the sample is of a variety eligible for the kind of grain and class (if applicable) stated. I understand that varieties of grain not registered under the Seeds Act for sale in or importation into Canada are only eligible for the lowest grade in any class, unless exempted by order of the Canadian Grain Commission. I further understand that varieties of wheat and barley not designated to a class under the Canada Grain Act, and on a Variety Designation List, are only eligible for the lowest grade in any class.

Name (print):

Signature:

Is the submitted sample a variety registered under the Seeds Act? Yes No

Declare the applicable barley or wheat class by selecting one of the classes listed below

Wheat class (select one)

CW Amber Durum

CW Extra Strong

CW Special Purpose

CW Hard White Spring

CW Red Spring

CW Red Winter

Other: (specify)

CW Soft White Spring

Canada Prairie Spring Red

Canada Prairie Spring White

Canada Northern Hard Red

Barley class (select one)

Food

General Purpose

Malting

Section E: Service Requested

Inspection of submitted sample

Grade and dockage

Moisture (moisture proof container required)

Protein

Other factor (specify)

Analysis only (specify)

Analytical Testing

Entomology (Berlese extraction method)

Falling number

Oil content

Vomitoxin (DON) - ELISA technology

Other (please specify)

****IMPORTANT****

A minimum of 1000 grams is required for an inspection of a submitted sample or analysis only. Each analytical test requested requires an additional 1000 grams.



Section F: Method of Payment

Cash (in-person payment only) Personal cheque (payable to the Receiver General for Canada)

Credit card

You may pay by American Express, MasterCard or Visa. Credit card payments can be made over the phone. Do not send credit card information by email or fax. Once a credit card payment is processed, the Canadian Grain Commission destroys all credit card information.

Bring your sample or send it by mail or courier to one of the following CGC offices listed below:

Canadian Grain Commission offices and mailing addresses		Telephone Number
<input type="checkbox"/> Calgary	14-6130 4 th St SE, Calgary AB T2H 2B6	403-292-4211
<input type="checkbox"/> Montreal	13-2901 Rachel Street East, Montreal QC H1W 4A4	514-360-7772
<input type="checkbox"/> Saskatoon	103-108 Research Dr., Saskatoon SK S7N 3R3	306-975-5714
<input type="checkbox"/> Thunder Bay	221 N Archibald, 2 nd Floor, Thunder Bay ON P7C 3Y3	807-626-1405
<input type="checkbox"/> Vancouver	300-333 Seymour St., Vancouver BC V6B 5A6	604-666-0598
<input type="checkbox"/> Weyburn	#105-117 3 rd St.NE Weyburn SK S4H 0W3	306-848-3350



Instructions on completing I-106 form

The I-106 form is a multipurpose form intended for use by both producers and companies to request services of the Canadian Grain Commission (CGC). Clients requesting inspection of a **submitted sample*** (including an analysis only) or a disputed sample under **Subject to Inspector's Grade and Dockage**** are required to complete this form. Section A and B are different. Fill out either section A or B, not both.

*A **Submitted sample** is an unofficial sample provided by either a producer or a company. It is important that the sample be as representative of the lot as possible, however the certificate issued by the CGC pertains only to the sample submitted and not to the entire lot of grain from which you take your sample. Clients requesting this service are required to complete sections A, C, D, E and F only. (*Section B is left blank*)

****Subject to Inspectors Grade and Dockage** is a service used to dispute the grade assessed for grain deliveries to licensed primary elevators. If a producer (or someone delivering grain on a producer's behalf) disagrees with a licensed primary elevator's assessment of their grain's quality, they have the right to dispute the assessment. This service may only be requested at the time of delivery. A representative sample that the producer (or person delivering on the producer's behalf) and the elevator operator agree is representative of the grain delivery is sent to the CGC in a container that will maintain the integrity of the sample. Clients are required to complete sections B, C, D, E and F only. (*Section A is left blank*)

SECTION A: SUBMITTED SAMPLE

- Select the appropriate sample type: producer or company submitted.
- Complete the name and address sections. The certificate is issued and mailed to the name and address provided.
- The phone number/contact name will be used to contact you if any information is incomplete or missing.
- Provide an email address or fax number to receive a copy of the certificate if desired.

SECTION B: SUBJECT TO INSPECTORS GRADE AND DOCKAGE

- Provide the interim receipt number. The licensed primary elevator is required to issue an interim elevator receipt for the delivery which is being disputed. The interim elevator receipt number forms part of the sample identification on the CGC certificate issued.
- Provide both the producers' information and primary elevator information involved in the dispute. Both parties will receive a copy of the analysis independently, on a CGC certificate.

SECTION C: SAMPLE INFORMATION

- Provide a sample identifier which is identifiable to the client submitting the sample, such as bin number, railcar number, etc. The same sample identifier cannot be duplicated within the same crop year.
- Provide the commodity, approximate tonnes and the date sampled.
- Select the origin of the grain.

SECTION D: CANADA WESTERN GRAIN DECLARATION

- Read the declaration, then print and sign your name indicating agreement with the statement. Variety designation lists for Canadian wheat and barley are available at <https://grainscanada.gc.ca/en/grain-quality/variety-lists/>.
- Select if the sample is a variety registered by the Canadian Food Inspection Agency. The list of registered varieties is available on the Canadian Food Inspection Agency website at <http://www.inspection.gc.ca>.
- Declare the applicable class for all wheat and barley samples.

SECTION E: SERVICE REQUESTED

- Select the services you are requesting: inspection of a submitted sample, analysis only, and/or analytical testing.
- For an inspection of a submitted sample, the certificate issued will provide only the specific grading factor(s) relevant for the assigned grade. If a specific grading factor is requested, indicate your request in the "Other factor" space provided. For example: % *fusarium damage*, % *distinctly green*. Additional service fees may apply.
- When requesting an analysis only, indicate your request in the analysis only section. For example, protein only or dockage only. For analysis only, no grade and dockage are provided, only the analysis as requested. Additional service fees may apply.
- If other analytical testing is requested, in addition to those provided, indicate your request in the "Other" space.
- A minimum of 1000 grams is required for an inspection of a submitted sample or analysis only. A 1000-gram sample is required for each analytical test requested. For example, if requesting grade and dockage, moisture, and protein for a wheat sample, a minimum of 1000 grams is required. If requesting grade and dockage, moisture, protein and a falling number for a wheat sample, a minimum of 2000 grams is required.

SECTION F: METHOD OF PAYMENT

- All services and fees are available at <https://grainscanada.gc.ca/en/grain-quality/services-fees/>.
- Select the method of payment: cash, cheque or credit card.
- If you are sending payment by cheque and are unsure of the fee, please contact a CGC office for confirmation.