

ALBERTA BEEF PRODUCERS (ABP) SERVICE CHARGE REFUND REQUEST FORM

Refund requests for the period January 1 until June 30 are due in the ABP office by July 31 for processing in August and will be paid by October 31. Refund requests for the period July 1 until December 31 are due in the ABP office by January 31, for processing in February and will be paid by April 30. The refund request form must be completed by the producer requesting the refund. The name on this form must be the same as the name of the producer who has paid the service charge to ABP or has had the service charge deducted by a purchaser or livestock dealer. **Only Alberta residents are eligible to apply for a refund of the \$2.00 Alberta service charge and \$1.00 non-refundable levy that was collected in Alberta and remitted to ABP. Only the \$2.00 Alberta service charge, or a portion of, is refundable.** Completed forms can be sent to the ABP office to the Attention ABP Controller by Canada Post or courier addressed to Alberta Beef Producers 320, 6715 8th Street NE Calgary, AB T2E 7H7; by Fax at (403) 451-1188 (backup fax number 403-274-0007); or by E-mail to Laurap@albertabeef.org or refunds@albertabeef.org. **Note: As of November 30, 2010, the \$3.00 deduction includes a \$1.00 non-refundable levy and a \$2.00 Alberta service charge, of which only the \$2.00 Alberta service charge is refundable.**

Name of Producer: _____

Address: _____

Town, City: _____ Province: _____ Postal Code: _____

Telephone Number: _____ Fax Number (optional): _____

E-mail address (optional): _____

I am predominately a: Cow Calf Producer _____ Backgrounder _____ Feedlot _____

Custom Feedlot _____ Licensed Dealer _____ Auction Market _____ Other _____

If the producer is a corporation or partnership, the contact person is: _____

Please list each invoice/settlement statement, or other documentation, that reflects the amount of service charge paid by the producer or deducted by a purchaser or livestock dealer and attach a photocopy of your supporting documentation. ABP will retain this documentation for audit purposes. If you complete your submission on an excel worksheet, please email the excel worksheet to laurap@albertabeef.org and submit the supporting documentation via fax or Canada Post.

Refund period: January 1 until June 30 _____ OR July 1 until December 31 _____.

Name of Purchaser or Livestock Dealer who deducted the service charge OR name of Producer who has remitted the service charge	Invoice Number from Supporting Documentation	Date on Supporting Documentation	Number of Head Sold, Fed or Slaughtered	Amount of service charge and non-refundable levy deducted or paid	Office Use

If you need additional space you can add a separate page. For those who complete this form in an excel spreadsheet or a word document you are asked to submit your form electronically. Check if you have submitted your summary electronically _____. Backup sent electronically _____ or sent by courier, Canada Post, or by fax _____.

Total number of head that refund is requested _____

At \$2.00 __ at \$1.95 __ other _____ (**\$3.00 is not an option**) **Total amount of refund requested, before GST _____**

Please note, it is your option to ask for refund for any portion, or all, of the Alberta \$2.00 service charge you have paid. ABP pays five cents per head to those who collect and remit the service charge and non-refundable levy to ABP; that is to say for every \$3.00 you pay, ABP collects \$2.95 of which the \$1.00 non-refundable levy is paid to the National Agency for national beef cattle research, marketing and promotion by BCRC, BIC and CBEF. The remaining \$1.95 is used to pay Alberta share of the Canadian Cattlemen's Association costs, CCA maintains a national focus on international trade advocacy and legal challenges and is based upon Alberta's share of the Canadian beef industry; the balance is invested to achieve the ABP mandated goals including continuing the promotion and education to enhancing the image of the beef industry and Alberta beef product for the benefit of Alberta's beef producers; the funding practical, applied research to enhance the competitiveness of Alberta's beef industry; ensuring consistent messaging is delivered to producers and the public; promoting management practices that protect the environment and encourage responsible, humane well-being and health of cattle. The message: We are stewards of the land; we care about our cattle.

I hereby certify that service charge was paid by the producer requesting the refund and was not passed onto another person for payment and that the copies of the documentation supporting this request for a refund are true copies of the original documents.

Signature of the Producer

Date

The above information is collected by ABP for the purpose of the Alberta Beef Producers Commission Regulation and is governed by the *Protection of Personal Information Act* and the ABP Personal Information Protection Policy.