

**INSTRUCTIONS FOR
MONTHLY EGG REPORT FOR DEALER-WHOLESALE
FORM NO. REG-203**

SECTION A

VERIFICATION INFORMATION

Enter your Full Legal Business Name, TDA Client Number, and TDA License Number.

SECTION B

REPORT DATES

Monthly reports are *from* the first day of the month *to* the last day of the month and are due in TDA's office by the 10th day of the following month. Please indicate in the appropriate fields the month, day, and year for the month reported.

SECTION C

■ LIST SUPPLIER/PRODUCER FROM WHOM EGGS BOUGHT OR PRODUCED

Please indicate in the appropriate fields the TDA license number, company name, address, city, state, and zip of the company from whom you purchased eggs, as well as the number of ungraded and graded cases of eggs purchased from each. Report all sales in 30-dozen case quantities.

Totals (including all schedules) – Please indicate in the appropriate fields the total number of ungraded and graded cases of eggs purchased from all suppliers/producers listed

SECTION D

■ LIST BREAKER/OTHER DEALER-WHOLESALE SALES TO WHOM EGGS SOLD

Please indicate in the appropriate fields the TDA license number, company name, address, city, state, and zip of the company to whom you sold eggs, as well as the number of ungraded and graded cases of eggs sold to each. Report all sales in 30-dozen case quantities.

Totals (including all schedules) – Please indicate in the appropriate fields the total number of ungraded and graded cases of eggs sold to all breakers/other dealer-wholesalers listed.

SECTION E

■ SALES CALCULATIONS – REPORT NUMBER OF CASES – 1 CASE = 30 DOZEN EGGS

Note 1 – Do you only purchase and or sell graded eggs? Yes No If yes, only complete items 1 thru 5.

■ (1) Beginning Inventory – the number of cases of graded and ungraded eggs on hand at the beginning of the reporting period (same as previous reporting period's ending inventory).

- (2) Total Purchases – this number is calculated by adding columns (A) and (B).
- (3) Monthly Inventory – this number is calculated by adding lines (1) and (2).
- (4) Ending Inventory – the number of cases of graded and ungraded eggs on hand at the end of the reporting period.

Note 2 – If you produce, and/or sell eggs (Graded or Ungraded), complete items 1 thru 10.

- (5) Total Egg Sales – this number is calculated by subtracting line (4) from line (3).
- (6) Ungraded Eggs – this number is found in column (C).
- (7) Graded Sales – this number is calculated by subtracting line (6) from line (5).
- (8) Graded Purchases – this number is found in column (B).
- (9) Cases subject to fee – this number is calculated by subtracting line (8) from line (7).
- (10) Fee Due – this number is calculated by multiplying the figure in line (9) by the fee of \$0.04 (4 cents per case).
This is the fee due and payable to the Texas Department of Agriculture.

SECTION F

1. PAYMENT

NOTE: Texas Department of Agriculture accepts only checks, cashier's checks, or money orders.

Check method of payment. Enter check number or money order number. Enter amount remitted. Please remit to Texas Department of Agriculture address listed.

Please remit to: Texas Department of Agriculture, P.O. Box 12076, Austin, Tx. 78711-2076.

SECTION G

1. SIGNATURE

After reading the summary, print and sign your name, and date the form. Your signature here indicates that you have read the summary and that you are aware of your responsibilities regarding the issuance of the requested license.

SECTION H

1. CHECKLIST

Check all boxes to verify you have completed the reporting process and attached/enclosed the necessary items (e.g., payment, schedules, documents, labels, etc).