



FACT SHEET

UNITED STATES DEPARTMENT OF AGRICULTURE
FARM SERVICE AGENCY

November 2015

Conducting Business with Montana Farm Service Agency

Guide for new FSA customers

About FSA

USDA Farm Service Agency (FSA) administers farm programs authorized by Congress through 48 county offices and local offices across Montana. The FSA State Office is located in Bozeman, Montana.

Working with FSA

Farmers and ranchers new to working with FSA should bring hard copies of Deeds, Leases, Tribal Resolutions or comparable documents to prove control of land. The first time in the office you will be asked to supply your name, address and phone number, and to identify the properties you own or operate. In addition, if you will be enrolling in one of our farm programs you will be asked to provide a valid tax ID (Social Security Number or EIN) and to fill out:

- Highly Erodible Land Conservation (HELC) and Wetland Conservation (WC) Certification (Form AD-1026),
- Additional Payment Eligibility Forms as applicable (such as farm operating plans or Adjusted Gross Income certifications)

The questions are asked of every producer who receives

or potentially receives payments from FSA. Some of the eligibility forms are also used by Natural Resources Conservation Service (NRCS) in the administration of their programs.

Setting up an FSA farm

FSA will use the information you supply to set up a farm for you. Your farm will have a specific number and will contain only the land you own or operate. Once the farm is set up, you will receive a copy of your farm maps with fields and acreage delineated. The maps will be used to submit timely acreage reports. Some FSA programs require mandatory acreage reporting. You are encouraged to file a timely acreage report even if you are not participating in a farm program, as it could impact your eligibility for programs implemented in the future.

Land Changes

If you pick up additional leases, give up leases or buy or sell land you will need to notify the FSA county office promptly so the office can update your records.

Contact FSA

For more information contact your FSA county office. To locate your county office, visit www.fsa.usda.gov/mt or call Montana FSA State Office at (406) 587-6872.

USDA is an equal opportunity provider and employer. To file a complaint of discrimination, write: USDA, Office of the Assistant Secretary for Civil Rights, Office of Adjudication, 1400 Independence Ave., SW, Washington, DC 20250-9410 or call (866) 632-9992 (Toll-free Customer Service), (800) 877-8339 (Local or Federal relay), (866) 377-8642 (Relay voice users).