**Delivered via Certified Mail**

[DATE]

[Name on Notice]

[CREDITOR]

[Address]

[Address]

RE: [CREDITOR] Security Notice for [PRODUCER]

Dear [Name on Notice]:

[GRAIN WAREHOUSE] is in receipt of your written notice of security interest in, including your request to be joint payee of the sale proceeds of, the [PRODUCTS *(i.e. 2020 corn and soybeans)*] of [PRODUCER] sold to [GRAIN WAREHOUSE].

Please be advised that prior to the sale, [PRODUCER] may incur grain service fees from [GRAIN WAREHOUSE] associated with the bushels of grain sold to [GRAIN WAREHOUSE]. These grain service fees may include, but are not limited to, drying, storage, quality discounts, freight, marketing fees, and grain check-offs. These services are generally required to maintain the quality, condition and/or merchantability of the grain. [GRAIN WAREHOUSE] follows long-standing industry practice of deducting grain service fees associated with the bushels of grain sold to [GRAIN WAREHOUSE] as part of the final grain settlement to the producer. [GRAIN WAREHOUSE] provides each producer an accounting of the service fees included in their final grain settlement. Our grain service fees are also available on our website.

Due to your notice, prior to [GRAIN WAREHOUSE] accepting [PRODUCTS] from [PRODUCER], [GRAIN WAREHOUSE] requires that [CREDITOR] agrees to allow [GRAIN WAREHOUSE] to deduct from the sale proceeds any and all grain service fees associated with the [PRODUCTS] sold to [GRAIN WAREHOUSE] by [PRODUCER]. If [CREDITOR] agrees to allow [GRAIN WAREHOUSE] to deduct its grain service fees from the sale proceeds, please sign and return the enclosed Acknowledgement. If [CREDITOR] does not agree to allow [GRAIN WAREHOUSE] to deduct its grain services fees from the sale proceeds, [GRAIN WAREHOUSE] will not be able to accept any [PRODUCTS] from [PRODUCER].

Thank you for your prompt attention to this matter.

Sincerely,

[AUTHORIZED SIGNATORY]

[SIGNATORY COMPANY TITLE e.g. CEO]

CC: [PRODUCER]

 **ACKNOWLEDGEMENT**

[CREDITOR] agrees to allow [GRAIN WAREHOUSE] to deduct any and all grain service fees associated the [PRODUCTS] sold to [GRAIN WAREHOUSE] by [PRODUCER].

[CREDITOR]

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Name

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Title

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Date