Farm Trade Adjustment Assistance Compliance

A checklist for Trade Adjustment Assistance compliance, used by producers adjusting to import competition to keep applications, agreements, records and reports in one place and confirm each rule with USDA Foreign Agricultural Service.

Farm / unit: _____ Date: _____ By: _____

ITEM	OK	FIX	N/A
Trade Adjustment Assistance application and approval letter	☐	☐	☐
Signed agreement and any amendments	☐	☐	☐
Eligibility and certification records	☐	☐	☐
Production and price records	☐	☐	☐
Training or technical assistance logs	☐	☐	☐
Business adjustment plan notes	☐	☐	☐
Payment or reimbursement records	☐	☐	☐
Reporting dates on your calendar	☐	☐	☐
Agency contact name and phone	☐	☐	☐

NOTES / REPAIRS NEEDED

TIP Confirm current rules and deadlines with USDA Foreign Agricultural Service before each reporting period, and keep copies of everything you submit.

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