

# 20 Seed Permit Application

Minnesota Statute 2023, 21.80-21.92

A labeler who sells seed for use in Minnesota is required to obtain a seed permit unless the seeds sold are of the breeder or foundation seed classes of varieties developed by publicly financed research agencies intended for the purpose of increasing the quantity of available seed. The data on this form will be used to process your application. You must provide your Minnesota Tax ID number. If you do not have one, you must provide your social security number (MS Sec 270C.72). If you are unsure if you need a Minnesota Tax ID, contact the Minnesota Department of Revenue at [www.taxes.state.mn.us](http://www.taxes.state.mn.us).

## SECTION 1 Legal Business Information and Mailing Address

Name of Applicant:

Legal Business Name (Optional):

DBA Name (Optional):

Business Address (No PO Box):

City:

State:

Zip:

Mailing Address (May be a PO Box):

City:

State:

Zip:

Primary Phone:

Primary Email:

MN or Federal Tax ID (Needed if applying for license as a business):

Social Security Number (Only required if applying as individual or sole proprietorship without a MN/ Federal Tax ID):

Have you previously held and MDA Seed Program Permit?    YES    NO    → If yes, MN Seed Permit #:

### Type of Business (Check the appropriate box)

 Corporation

 LLC

 Solo Proprietor

 Other (Specify):

 Cooperative

 Partnership

 Individual

## SECTION 1.1 Permit Fee Summary

Applicant, you will return to complete this section after completing Section 3.

| LINE | DESCRIPTION   | FEE |
|------|---|-----|
| 1    | Permit C Category fee from Section 3, Item 3 (60035 3100)     |     |
| 2    | Permit A-B Category fee from Section 3, Item 4 (60035 3102)   |     |
| 3    | MDA processing surcharge from Section 3, Item 5 (553068 3360) |     |
| 4    | Total Due from Section 3, Item 6                              |     |

### Application Submission

### For Office Use Only

**Return this form with your check made payable to:**

Minnesota Department of Agriculture

Attn: Cashier

625 Robert Street North

Saint Paul, MN 55155-2538

## SECTION 2 Additional Contact Information

|  |  |        |        |        |
|--|--|--------|--------|--------|
| Address used on Seed Labels:   |  | City:  | State: | Zip:   |
| Regulatory Contact <i>(will receive regulatory reports for seed inspected, sampled and tested to determine compliance with Minnesota Seed Law)</i> |  |        |        |        |
| Name:  |  | Email: |        | Phone: |
| Licensing Contact <i>(will receive licensing renewal/reports documents and communications)</i>   |  |        |        |        |
| Name:  |  |        | Email: |        |
| Title:   |  |        | Phone: |        |

## SECTION 3 Permit Type Required and Payment Calculation

*(You may be required to obtain a permit for more than one category. If you have questions, please call)*

| LINE                  | PERMIT CATEGORY   | CALCULATION   | FEE |                   |                      |
|-----------------------|---|---|-----|-------------------|----------------------|
| 1                     | <b>Category A</b><br>Labeler who sells 50,000 pounds or less of agricultural*, native grass or wildflower seed in Minnesota per calendar year.                              | Annual fee of \$75  | \$  |                   |                      |
| 2                     | <b>Category B</b><br>Labeler who sells vegetable, flower, cannabis or wildflower seed packed for use in home gardens or household plantings in Minnesota per calendar year. | Annual fee based on Gross Sales<br>← SEE TABLE  | \$  |                   |                      |
|                       | <b>Annual Gross Sales</b>   |   |     | <b>Yearly Fee</b> | <b>Surcharge Fee</b> |
|                       | \$0 to \$25,000   |   |     | \$75.00           | \$5.00               |
|                       | \$25,001 to \$50,000  |   |     | \$150.00          | \$7.50               |
|                       | \$50,001 to \$50,000  |   |     | \$300.00          | \$15.00              |
|                       | \$100,001 to \$250,000  |   |     | \$750.00          | \$37.00              |
|                       | \$250,001 to \$500,000  |   |     | \$1,500.00        | \$75.00              |
|                       | \$500,001 to \$1,000,000  |   |     | \$3,000.00        | \$150.00             |
| \$1,000,001 and above | \$4,500.00  | \$187.50  |     |                   |                      |
| 3                     | <b>Category C</b><br>Labeler who sells more than 50,000 pounds of agricultural*, native grass, or wildflower seed in Minnesota per calendar year.                           | \$75 One-time application fee<br>Permit holder required to file semi-annual reports and pay fees on seed sold<br>Copy Fee to Section 1.1 Line 1 | \$  |                   |                      |
| 4                     | <b>Permit A–B Category Fee</b>  | Sum Items (1-2)<br>Copy Fee to Section 1.1, Line 2  | \$  |                   |                      |
| 5                     | <b>MDA processing surcharge</b><br>(MS 2023 17.033) 5% of Base Fee (minimum \$5)  | 5% * (Sum of Items 3-4)<br>Or \$5 whichever is greater<br>Copy Fee to Section 1.1, Line 3   | \$  |                   |                      |
| 6                     | <b>Total Due</b>  | Sum Items 1-4<br>Copy Fee to Section 1.1, Line 4  | \$  |                   |                      |

\*MN Statute 2023, 21.81 Subd 3. Agricultural Seeds. "Agricultural seeds" includes the seeds of grass, forage, cereal, oil, fiber crops, seeds of vegetables grown for processing, and any other kinds of seeds commonly recognized within this state as agricultural or field seeds, lawn seeds, or mixtures of those seeds, and may include noxious weed seed when the commissioner determines that the seed is being used as agricultural seed.

## SECTION 4 Seed Program Notices and Acknowledgements

**Social Security Number Collection Notice:** Minnesota law requires that all licensing authorities collect the social security number or Minnesota business tax identification number of all applicants (Minnesota Statutes, Section 270C.72). Applicant information, including social security numbers and Minnesota business tax identification numbers, will be provided to the Minnesota Department of Revenue upon request. Under the Federal Exchange of Information Agreement, the Department of Revenue may provide the data to the Internal Revenue Service. Social security numbers and Minnesota business tax identification numbers may be used to deny the issuance, renewal or transfer of a license in the event an applicant or licensee owes the Department of Revenue delinquent taxes, penalties or interest.

**Tennessee (Privacy) Notice:** The information/data provided as part of this application will be used by MDA staff to assess applicants' eligibility to be permitted under the MDA Seed Program. All applicants are required by Minnesota Statutes, Chapter 21.891 to provide the information requested in this form; incomplete or inaccurate applications may result in a delay in the processing of an application or the denial of a permit.

As an applicant in the Seed Permit Program, some data you provide on this application (including social security numbers, if applicable) are classified under Minnesota law as private or nonpublic. Data classified as private or nonpublic will be viewed and used only by MDA employees and contractors that require access to perform a valid work assignment. Entities that the MDA may legally share this information with include, but are not necessarily limited to, the United States Department of Agriculture, the Minnesota Department of Management and Budget, the Minnesota Department of Administration, and the Minnesota State and Legislative Auditors. In certain situation, the MDA may share this information with local, state and federal law enforcement agencies and other government entities charged with protecting human health and safety such as the Minnesota Department of Health. In the event of a legal action, the MDA may share this information with the Minnesota Office of the Attorney General and Minnesota or federal courts. The information may also be proved to any party in a valid court order or federal subpoena.

|   |                           |
|---|---------------------------|
| Pursuant to Minnesota Statutes Section 18J.05 Subd 6, all persons obtaining a permit under Minnesota Statutes Section 21.80-21.92 must appoint the Commissioner of Agriculture as the agent upon whom all legal process may be served. I understand that service of process upon the commissioner is deemed to be services under my operation." | Check here to acknowledge |
| I hereby certify that the information contained in and submitted with this form is true and correct.  | Check here to acknowledge |

|             |                   |
|-------------|-------------------|
| Print Name: | Signature / Date: |
|-------------|-------------------|

## SECTION 5 How Do I Exercise Trade Secret Protection?

1. Clearly mark "Not Public" or "Confidential" on any material or portion thereof that in your opinion would, if made public, compromise trade secrets.
2. Submit a written letter that justifies trade secrete protection. In your letter you must:
  - Demonstrate that you or your organization supplied the marked data;
  - Describe how the marked data is the subject of efforts by you or your organization that are reasonable under the circumstances to maintain its secrecy; and
  - Describe how the marked data derives independent economic value, actual or potential, from not being generally known to, and not being readily ascertainable by proper means by other persons who can obtain economic value from its disclosure or use.

This letter should be provided at the time the data is supplied in order to exercise your rights immediately. You may attach the letter to your application. If you submit the letter after already submitting your application, address the letter to Data Practices Coordinator, Plant Protection Division, Minnesota Department of Agriculture, 625 Robert Street North, St Paul, MN 55155-2538. If you have already submitted such a letter regarding this data, you do not need to submit another unless you are asking for protection of additional data.