

Written Agreement Fact Sheet



1. Crop Insurance Webinars

The objective of the webinar sessions is to help Pennsylvania farmers and ranchers manage risk, by understanding crop insurance products sufficiently to make informed purchase decisions.

2. Written Agreements Webinar: Scheduled for January 10, 2019

A reording of the webinar will be viewable after the live date at <https://cropinsuranceinamerica.org/pennsylvania-crop-insurance-webinars/>.

3. Tools

Handbooks, crop provisions, and special provisions will be your best information resource along with consulting a crop insurance agent. The following are available on the Risk Management Agency Website:

- Written Agreement Handbook
- Crop Provisions
- Special Provisions

4. Specifics

A Written Agreement is a document designed to provide crop insurance for insurable crops when coverage or rates are unavailable or to modify existing terms and conditions

in the crop insurance policy when specifically permitted by the policy.

You will work with a crop insurance agent to complete the required forms and submit documentation. The agent will forward your request to the Approved Insurance Provider who will seek approval from the RMA Regional Office.

5. Common Written Agreement Types Requested in Pennsylvania

There are 15 types of Written Agreements offered, however three are the most common to Pennsylvania.

PE type is for *Policy Exceptions*. This type is mainly used for perennial crops like underage peaches or low-yield grapes. In some cases, a determined yield request may be more appropriate than submitting a Written Agreement request. More information can be found in the Written Agreement Handbook.

UA type is for *Written Unit Agreement*. This type of request has recently become more significant to Pennsylvania due to FSA Farm Serial Number reconstitutions. This type allows the farmer to create new unit structures based on oversized FSA Farm Numbers or geographic dispersion of their land. Farmers often use this type of request to create optional units and qualify for enterprise units.

XC type is for *County without Actuarial Documents*. Some counties may not have an insurance offer available for a crop even though the crop has a national insurance program. For any crop that is insurable, you can ask for insurance if it is not already available in your county. Be sure to work with a crop insurance agent to determine what applies.

6. Need to know

The Written Agreement process can be identified in three parts: the request, the offer, and acceptance or rejection of the offer. Deadlines vary by type and other factors. Meet with a crop insurance agent before Sales Closing Date and discuss Written Agreement options.

Prepare your documentation as much as possible before meeting with an agent. Production records, land descriptions, farm numbers, and maps will be required.

After meeting with an agent, it is essential that all forms are signed and submitted timely.

7. The Request for Written Agreement

Written Agreement requests fall into four categories: new, renewal, combined, and multi-year. Any established agreement that requires no changes is considered a renewal. All other requests are considered new. A combined request includes both a new and renewal request. Sometimes multi-year agreements are offered, but typically the agreements are for one-year terms.

8. The Written Agreement Offer

If all forms and documentation have been submitted completely and timely, the RMA Regional Office may issue a Written Agreement offer. The Regional Office will send notice to the farmer by regular mail. Sometimes a crop inspection is required. Be sure to follow-up with your agent after receiving the offer.

9. Acceptance of the Written Agreement Offer

The farmer has the choice to accept or reject the offer in its entirety. To accept the offer, the farmer and AIP must sign the offer and submit to the Regional Office prior to the deadline.

10. Rejection of the Written Agreement Offer

The farmer can reject the offer. Ways to reject the offer are to sign in the rejection area of the offer or let the offer expire.

11. Deadlines

Signatures and deadlines are the most important elements of the request process. It is a **must** that all required forms and documentation be signed, dated, and submitted in an acceptable format by the deadline or the request will not be accepted.

Deadlines differ depending on type of request and other elements. In general, the request for Written Agreement is due on or before Sales Closing Date for new and renewal requests. An exception is made if the insured is physically incapable to apply before SCD, the insured has until ARD to request the WA.

Deadlines can be found in the Special Provisions, Crop Provisions or in the Written Agreement Handbook. The deadlines for a new request of the more common request types in Pennsylvania are:

- The PE type (Policy Exception) is due by Sales Closing Date unless another date is specified in the Crop or Special Provisions.
- The UA type (Written Unit Agreement) is due by the Acreage Reporting Date.
- The XC type (County Without Actuarial Documents) is due by the Cancellation Date unless another date is specified in the Crop or Special Provisions.

Renewal requests for the above listed types are all due by Sales Closing Date.

10. Summary

Meet with a crop insurance agent before Sales Closing Date and discuss Written Agreement options. Have all crop production and land documentation readily available for your meeting with an agent. Be sure to know your deadlines and sign all forms timely.