



Georgia Department of Agriculture

19 M.L.King Jr. Drive S.W., Atlanta, GA 30334

Gary W. Black
Commissioner

MEMO TO: To Whom It May Concern
FROM: Lonita Pritchett
Secretary, Georgia Seed Arbitration Council
SUBJECT: Filing for Seed Arbitration

Please observe the following procedure when filing for seed arbitration in Georgia:

- 1) Prepare a letter including the following information:
 - A) Address the letter to Commissioner Gary W. Black.
 - B) State that you are filing for seed arbitration.
 - C) Briefly describe the problem.
 - D) State the kind, variety, lot number and number of bags (quantity purchased) of the seed lot in question (inclusion of the lot number is *essential* for lot identity).
 - E) State where the seed was purchased and, if available, what company labeled or tagged the seed lot (include a copy of the purchase invoice and seed tag, if available).
- 2) To cover the filing fee, include a check in the amount of \$75.00 made payable to the Georgia Department of Agriculture.
- 3) The letter of complaint and filing fee should be mailed to:

Commissioner Gary W. Black
Georgia Department of Agriculture
19 M. L. King Jr. Drive, SW
Agriculture Bldg., Room 204
Atlanta, GA 30334

For your convenience, a form letter is provided with this memo. This may be copied and used for your complaint letter. Please provide all information requested.

According to the Georgia Seed Law, seed arbitration complaints should be filed in a timely manner to allow field inspection and investigation, if deemed necessary. Upon filing, I further recommend that you contact my office so a field investigation can be initiated to document the problem. Of course, it is always recommended to contact the seed company prior to filing for arbitration in an attempt to resolve the problem.

