



Natural Resources Conservation Service  
316 W. Boone Ave. Suite 450  
Spokane, WA 99201-2348

phone 509-323-2900  
fax 509-323-2909  
web site [www.wa.nrcs.usda.gov](http://www.wa.nrcs.usda.gov)

Date: June 10, 2010

**WASHINGTON BULLETIN WA300-10-15**

**SUBJECT: Program Signature Authority**

**Purpose.** Transmit directions for appropriate use of forms CCC-901 and CCC-902E

**Expiration Date:** June 10, 2011

The current versions of forms CCC-901, Member's Information, and CCC-902E, Farm Operating Plan, provide acceptable signature authority documentation for program applicants. They are the preferred option for obtaining signature authority documentation for all NRCS programs. However, some older versions of these forms do not contain the signature authority component.

If an NRCS program applicant's CCC-902E is the older version, without the signature authority component, do not request the applicant to file a new version, just for signature authority purposes. The CCC-902E should only be revised when the applicant's farm operating plan changes. These forms must be reviewed by the Farm Service Agency (FSA) County Committee (COC) and when submitting new forms just for signature authority purpose creates an unacceptable workload for county FSA offices.

If an NRCS program applicant's CCC-902E is the older version, without the signature authority component, you may request the applicant complete the CCC-901 with the signature authority component. This form should be filed with the local FSA office and a copy retained in the NRCS case file for use as signature authority documentation. Please remember that the date on the CCC-901 must pre-date the signature on the contract or other NRCS documents being signed.

The complete list of acceptable signature authority documents can be reviewed in the Conservation Programs Contracting manual, part 512.21. If you have any questions, please contact Dave Brown, Assistance State Conservationist, Programs at (509) 323-2971, or your Area Program Liaison.

A handwritten signature in black ink, appearing to read "Dave Brown", followed by the text "Acting for:".

ROYLENE RIDES AT THE DOOR  
State Conservationist

DIST: E

*Helping People Help the Land*

An Equal Opportunity Provider and Employer