Instructions for EFS-3 Financing Statement

Please enter the required information. Read and follow all Instructions. Use of the correct name for the Debtor is crucial. Fill in the form very carefully; mistakes may have important legal consequences. If you have questions, consult your attorney. The filing office cannot give legal advice.

ITEM INSTRUCTIONS

Document Details: Filing an EFS will include the EFS information on the central filing system's master list.

Submitter Information:

- A and B. To assist filing offices that might wish to communicate with filer, filer may provide information in item A and item B. These items are optional.
- C. If you are using your Pre-Paid (PAD) Account Number enter the number here.

D. **Name of Authorizing Party (required).** Enter name of party of record authorizing this Amendment. The authorizing party is the Secured Party of record.

1. **File Number**. Enter file number of initial financing statement to which this Amendment relates. Enter only one file number.

Note: Show purpose of this Amendment by checking box 2, 3, 4, 5, or 8 (in item 5 you must check additional boxes); also complete items 6, 7, and/or 8 as appropriate.

2. **Termination**. To terminate the effectiveness of the identified financing statement with respect to the security interest(s) of authorizing Secured Party. Must be signed by the Secured Party.

3. **Assignment**. The secured party's rights to the property described below under the statement bearing the above file number have been assigned to the assignee whose name and address are listed above. Check box in item 3 and enter name of Assignee in item 7a or 7b; always enter the Assignee's mailing address in item 7c. Also enter name of Assignor in item D. Must be signed by the Secured Party and <u>all</u> Debtors'.

4. **Continuation**. To continue the effectiveness of the identified financing statement with respect to the security interest of authorizing Secured Party, Secured Party signature is required. Must be signed by the Secured Party.

5. **Party Information Change.** Indicate which party this change will affect; also check additional boxes (as applicable) and complete items 5, 6, and/or 7 as appropriate. For signatures see Signature Requirements listed below.

To change the name and/or address of a party (items 5, 6, and 7): Check box in item 5 to indicate whether this Amendment relates to a Debtor or Secured Party of record; and check the CHANGE name and/or mailing address box in item 5 and enter name of affected party (current record name) in item 6a or 6b; and repeat or enter the new name in item 7a or 7b; always enter the party's mailing address in item 7c. When changing Debtor information enter the Social Security Number or the Employer ID Number in item 7d.

To add a party (items 5 and 7): Check box in item 5 to indicate whether this Amendment relates to a Debtor or Secured Party of record; and check the ADD name box in item 5 and enter the added party's name in item 7a or 7b; always enter the party's mailing address in item 7c. To add a Debtor enter the Social Security Number or the Employer ID Number in item 7d.

To delete a party (items 5 and 6): Check box in item 5 to indicate whether this Amendment relates to a Debtor or Secured Party of record; and check the DELETE name box in item 5 and enter the deleted party's name in item 6a or 6b.

8. Add or Delete EFS Farm Products

Indicate if the EFS Product is to be Added or Deleted.

Product Code Details. If "year" and "quantity" are left blank, notice continues for every year the record is effective, and for all crop years during the effective period of the record.

List the Product Code from the farm product list. For example: Barley (2001).

Complete the year. The year for a crop grown in soil is the calendar year in which it is harvested or to be harvested. The year for animals is the calendar year in which they are born or acquired. The year for poultry or eggs is the calendar year in which they are to be sold. If "year" is left blank it covers all years.

Complete the quantity with the number of bushels, head of livestock or other commonly used identifier. If "quantity" is left blank it covers all of the product.

Complete the county code from the list. The county is the county where the farm product is produced or to be produced. In the case of stored grain or livestock, it is the county where the product is located.

Collateral may be further detailed by giving the location within the county. If county location is left blank, record is for all of the product in the listed county.

<u>SIGNATURE REQUIREMENTS</u>.

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- Continuations require Secured Party signatures only.
- Assignments require Secured Party and all Debtors' signatures.
- Terminations require Secured Party signatures only.
- Amendments:
  - Secured Party name change requires Secured Party signatures only.
  - Debtor changes require Secured Party and all Debtors' signatures.
  - UCC collateral only changes require no signatures. (UCC/EFS previously filed jointly documents only)
  - EFS collateral changes require Secured Party and all Debtors' signatures.

Submit only the original copy to the filing officer.