VIRGINIA DEPARTMENT OF TRANSPORTATION
Application for Supervised Mix/Tagging Program
(Please use separate application for each vendor listed on tag)

Company Name: ____________________________ Contact Person: ____________________________

Address: __________________________________________ Phone/ Fax: __________________________

On Tag/Vendor & Address: __________________________

<table>
<thead>
<tr>
<th>Qty/Size in Lbs.</th>
<th>Kind/Variety</th>
<th>VDOT Tag Lot #</th>
<th>VDOT Core Mix/Additive #</th>
<th>Germ Test Date</th>
<th>Other</th>
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Totals

Requested Mix/Tagging Date: __________________________

Applicant’s Signature: ____________________________

Attach Official Virginia Department of Agriculture and Consumer Services Seed Laboratory Report for each Lot. Mix/Tagging inspections are scheduled in the order received; So apply early.

(For official use only)

Scheduled Mix/Tagging Date: __________________________

Inspectors Check List

1. Have all lots been approved by VDOT? ____________________________ Yes ____________________________ No ____________________________

2. Attach VDACS lab report for each lot. ____________________________

3. Attach one VDOT tag for each lot. ____________________________

4. Are tagging area, mixing chamber, and bagger clean? ____________________________

5. Do variety and lot number on analysis tags, bags (stenciled), and Certification tags match variety and lot number on lab report and VDOT tag? ____________________________

Starting time: __________ Completion time: __________ Hours worked: __________ Odometer reading start: __________

Odometer reading end: __________

Other expenses: ____________________________ Total Mileage: __________

All of the above information is complete. The mixing/tagging of this lot has been done in my presence and in a manner that meets with my approval.

Remarks: ____________________________

Inspector’s Signature: ____________________________ Date: ____________________________

(Please see reverse side)
VDOT SUPERVISED MIX/TAGGING PROGRAM

Supervised mix/tagging fees: $.04/lb. plus $.065 per VDOT mix tag issued, one for VDOT marked VDOT and one for Contractor marked CONT. This is now a two tag system. (Minimum charge per trip $25.00)
Mileage, meals, and lodging costs will be billed whenever traveling outside the State of Virginia. All accounts will be billed monthly. A late payment charge of 1-1/2% per month will be charged on accounts not paid.

Please submit VDOT Mix/Tagging application 10 working days before your requested mix/tagging date. Inspectors will make every effort to accommodate your schedule when shorter notice is given. Inspections are scheduled in the order received. Applications are to be submitted to the:

Virginia Crop Improvement Association
9142 Atlee Station Road
Mechanicsville, Virginia 23116
Telephone: 804-746-4884
Fax: 804-746-9447

For additional information on this program, please contact the Virginia Crop Improvement Association office at 804-746-4884 or the Virginia Department of Transportation at 804-371-6820.

Two examples of how to calculate your VDOT mix/tagging cost:

Example 1. 10,000 lbs. of seed is packaged in 50 lb. Bags.

Quantity of seed to be mix/tagged: 10,000 lbs.
Per lb. mix/tagging fee: $.04 per lb.
$400.00

10,000 lbs. of seed divided by 50 lbs. per bag = 200 bags in this lot
Per Tag fee (2 Tags per Bag): $ .18
$ 36.00

Total charge for this lot: $436.00

Example 2: 500 lbs. of seed is packaged in 25 lb. bags. Consider Example 2 as being tagged on a separate trip from Example 1.

Quantity of seed to be mix/tagged: 500 lbs.
Per lb. mix/tagging fee: $.04 per lb.
$20.00

500 lbs. of seed divided by 25 lbs. per bag = 20 bags in this lot
Per Tag fee: $ .18
$ 3.60

Total: $ 23.60

Since the $23.60 is below the minimum $25.00 trip fee, the charge for Example 2 is $25.00.

(Form revised 5/31/2023)