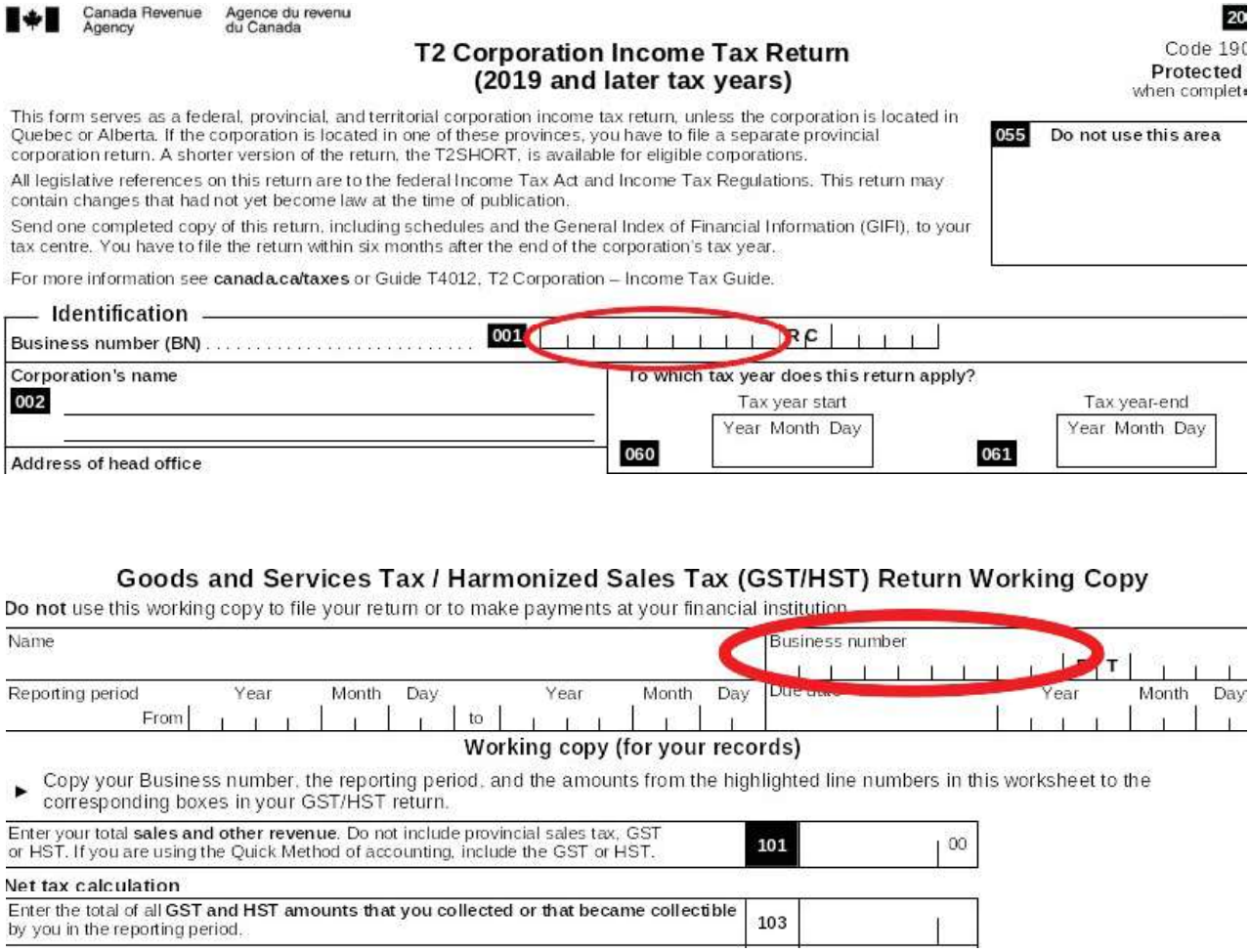
Instructions: Filling the Dairy Direct Payment Program Registration Form

To get their payment, eligible producers must provide all the information requested, check the boxes at the end of the form, and sign and date the form. Incomplete forms will cause delays in payment.

To complete the form, you will need information contained in the letter that you received from Agriculture and Agri-Food Canada about this program.

The information requested in the form is fairly straightforward with the possible exception of the business number. The business number of the farm can be found on one of these forms from the Canada Revenue Agency:

- T2 Corporation Income Tax Return Form; or
- Goods and Services Tax / Harmonized Sales Tax (GST/HST) Return Working Copy.



Canada Revenue Agency | Agence du revenu du Canada

T2 Corporation Income Tax Return
(2019 and later tax years)

This form serves as a federal, provincial, and territorial corporation income tax return, unless the corporation is located in Quebec or Alberta. If the corporation is located in one of these provinces, you have to file a separate provincial corporation return. A shorter version of the return, the T2SHORT, is available for eligible corporations.

All legislative references on this return are to the federal Income Tax Act and Income Tax Regulations. This return may contain changes that had not yet become law at the time of publication.

Send one completed copy of this return, including schedules and the General Index of Financial Information (GIFI), to your tax centre. You have to file the return within six months after the end of the corporation's tax year.

For more information see **canada.ca/taxes** or Guide T4012, T2 Corporation – Income Tax Guide.

055 Do not use this area

Identification

Business number (BN) 001 RC

Corporation's name 002

Address of head office

To which tax year does this return apply?

Tax year start 060 Year Month Day

Tax year-end 061 Year Month Day

Goods and Services Tax / Harmonized Sales Tax (GST/HST) Return Working Copy

Do not use this working copy to file your return or to make payments at your financial institution.

Name

Business number RT

Reporting period From Year Month Day to Year Month Day

Due date Year Month Day

Working copy (for your records)

▶ Copy your Business number, the reporting period, and the amounts from the highlighted line numbers in this worksheet to the corresponding boxes in your GST/HST return.

Enter your total **sales and other revenue**. Do not include provincial sales tax, GST or HST. If you are using the Quick Method of accounting, include the GST or HST. 101 00

Net tax calculation

Enter the total of all **GST and HST amounts that you collected or that became collectible** by you in the reporting period. 103

If your farm does not have a business number, please indicate your Social Insurance Number. We need one of these numbers for tax purposes.

Dairy Direct Payment Program Registration Form 2026-2027

IDENTIFICATION PROVIDED IN AAFC LETTER

Participant ID

Anti-Phishing Code

APPLICANT INFORMATION

Farm Name

Last Name | **First Name** | **Phone Number (Day)**

Email address (Note: email address is required for direct deposit) | **Phone Number (Cell)**

Mailing address (as per your Provincial Marketing Board) | **City/Municipality** | **Province** | **Postal Code**

CRA Business Number

(First 9 digits of Income tax or GST/HST number. The first page of the form provides examples of where you will find your business number.)

Social Insurance Number

(Provide only if you are a sole proprietor.)

Language of Correspondence

○ **English** ○ **French**

METHOD OF PAYMENT

I would like to get my payment by:

○ Direct Deposit ****

○ Cheque

**** You must provide a copy of a void cheque or a copy of a direct deposit confirmation from your banking institution and an email address if you request payment by direct deposit.

If you received a payment last year and are using the same bank account information, we will validate the account information and proceed directly to the payment. However, if you did not receive a payment last year, or you are using a different bank account number, we will validate this new account by doing a test payment to make sure that your payment is deposited into the correct account. Within approximately 15 days of registering using the DDPP portal, a test deposit under $3 will be made into the bank account that you provided. You will receive an email notification a few days before the deposit is made. You will need to confirm the amount of the test deposit to the Canadian Dairy Commission (CDC) by email (ddpp.payment-paiement.ppdpl@cdc-ccl.gc.ca). The CDC will then proceed with depositing the balance of your payment.

INFORMATION AND PRIVACY NOTICE

The personal and/or business information for the Dairy Direct Payment Program ("the Program") is collected under the authority of the *Department of Agriculture and Agri-Food Act* and of the *Canadian Dairy Commission Act* and the *Canadian Gender Budgeting Act*.

The personal information and/or business information may be disclosed by the provincial milk marketing boards to the Canadian Dairy Commission or used by the Canadian Dairy Commission and disclosed to the relevant provincial milk marketing board and to Agriculture and Agri-Food Canada for the purpose of administering the Program, for purposes that include, but are not limited to:

- Assessing and reviewing your eligibility under the Program, including but not limited to verifying your right to produce milk and authorized production capacity;
- Verifying the accuracy of the information provided;
- Evaluating the scope, direction and effectiveness of the Program;
- Research, statistics, and quality assurance;
- Program administration and evaluation, reporting, and statistical analysis, including for gender-based analysis plus purposes;
- Auditing the Program; or
- Reporting to the Public Accounts of Canada.

Personal and/or business information is protected in accordance with the *Access to Information Act* and the *Privacy Act.*

You have the right to access and correct personal information under the control of the Canadian Dairy Commission by contacting the Access to Information and Privacy Coordinator at atip-aiprp@cdc-ccl.gc.ca. For personal information under the control of Agriculture and Agri-Food Canada, contact the AAFC Access to Information and Privacy Director at aafc.atip-aiprp.aac@agr.gc.ca.

To correct personal information disclosed to the Canadian Dairy Commission by a provincial milk marketing board, you must contact your provincial milk marketing board.

You also have the right to file a complaint with the Privacy Commissioner of Canada regarding Agriculture and Agri-Food Canada's and Canadian Dairy Commission's handling of your personal information.

The collection, use, retention and disclosure of personal information by Agriculture and Agri-Food Canada and the Canadian Dairy Commission are further described in the following personal information banks: Agriculture and Agri-Food Canada Dairy Direct Payment Program (under development) and Canadian Dairy Commission Dairy Direct Payment Program (under development).

The Business number (BN) or Social Insurance Number (SIN) is required so that Agriculture and Agri-Food Canada can issue the mandatory tax information. The SIN will only be used for the creation of the AGR-1 Supplementary – Statement of Farm Support Payments tax information slip. It will not be used or disclosed for any other purpose. If you fail to provide a SIN or BN, Agriculture and Agri-Food Canada/Canadian Dairy Commission will not be able to disburse the funds under the DDPP.

TERMS AND CONDITIONS

Terms and Conditions agreed to by the Government of Canada as represented by the Minister of Agriculture and Agri-Food (hereinafter referred to as the "Minister"), and the Recipient under the Dairy Direct Payment Program.

The Recipient and the Minister hereby agree to the following terms and conditions:

1. Interpretation

1.1 Definitions

The following definitions apply throughout these terms and conditions:

"Grant" means the funding under the Program issued by the Minister in accordance with these terms and conditions;

"Minister" means the Minister of Agriculture and Agri-Food and includes the Canadian Dairy Commission (CDC), Agriculture and Agri-Food Canada (AAFC) and their officials that are duly authorized to act on his or her behalf;

"Program" means the Dairy Direct Payment Program;

"Recipient" means the person eligible under the Program's parameters who completed the registration to the Program and agreed to accept a Grant.

2. Purpose

2.1 The purpose of these terms and conditions is to set out the rights and responsibilities in accordance to which the CDC will, on behalf of the Minister, issue a Grant to the Recipient.

3. Duration

3.1 These terms and conditions shall come into effect on the date on which the Recipient completes the registration to the Program and agrees to accept the Grant. These terms and conditions shall expire on March 31, 2027, unless they are terminated earlier.

4. Change in Funding and Termination

4.1 Subject to any other provision of these terms and conditions and at any time before the Minister issues the Grant to the Recipient, the Minister may, by providing a written thirty (30) calendar days' prior notice to the Recipient:

a) Reduce or cancel funding to the Program; and
b) Terminate these terms and conditions.

5. Amount Payable

5.1 Subject to these terms and conditions, the Minister will issue a Grant to the Recipient to the amount established by the Minister on the basis of the parameters of the Program and of the units of production quota held by the Recipient as of August 31, 2026.The Grant will be payable in one lump sum upon the Recipient's completion of the registration to the Program and agreement to accept a Grant.

6. Eligibility of Recipient

6.1 The Minister will immediately terminate these terms and conditions or reduce the Grant issued if the Recipient made misrepresentations on its eligibility to the Program or on any other matter on which these terms and conditions are based.

7. Overpayments

7.1 Where the Minister determines that the:

a) Recipient is not entitled to the Grant; or
b) Amount of the Grant issued exceeds the amount to which the Recipient is entitled under the Program,

the Recipient shall repay the Minister, promptly and by no later than thirty (30) calendar days from the date of the Minister's notice, the amount of the Grant issued or the amount of the overpayment, as the case may be, together with interest calculated in accordance with the federal *Interest and Administrative Charges Regulations*. Any such amount is a debt due to His Majesty in right of Canada and is recoverable as such.

8. Right to Set-off or Compensation

8.1 Without limiting the scope of the set-off or compensation rights available to the Crown at common law or in the Civil Code of Québec (S.Q., 1991, c. 64), under the *Financial Administration Act* (R.S.C., 1985, c. F-11) or otherwise, the Minister may:

a) set-off or seek compensation against any portion of the Grant that is payable to the Recipient in accordance with these terms and conditions any amount that the Recipient owes to His Majesty under legislation or any other agreement of any kind; and

b) set-off or seek compensation against any amounts that are owed to the Minister by the Recipient any amount that is payable by His Majesty under legislation or any other agreements of any kind to the Recipient.

9. Conflict of Interest

9.1 The Recipient declares that individuals who are subject to the provisions of the *Conflict of Interest Act* (S.C. 2006, c. 9, s. 2), the *Conflict of Interest Code for Members of the House of Commons*, the *Conflict of Interest Code for Senators*, the *Conflict of Interest and Post-Employment Code for Public Office Holders*, the *Values and Ethics Code for AAFC*, the *CDC's Code of Ethics*, the *Values and Ethics Code for the Public Sector*, or any other values and ethics codes applicable within provincial or territorial governments or specific organizations, cannot derive any direct benefit resulting from these terms and conditions unless the provision or receipt of such benefit is in compliance with such legislation and codes.

10. Use and Disclosure of Recipient Information

10.1 Under this clause:

"Recipient's Information" means all records, information either collected by or disclosed by a third party to the Minister including but not limited to risk assessments, audit and evaluation and other reports, as well as all other documentation either provided by the Recipient, by relevant provincial authorities, or prepared in relation to these terms and conditions; and

"Program Administration" means the design, construction, implementation, and administration of this Program, including but not limited to the use of the Recipient's Information in the:

a) Assessment of the eligibility of the Recipient including of the Recipient's right to produce milk and the authorized production capacity of the Recipient as well as the analysis and evaluation of the Recipient; and

b) Auditing, assessment, analysis and evaluation of the Recipient's performance of its contractual obligations, these terms and conditions, and the Program.

10.2 All information pertaining to these terms and conditions, including the Recipient's Information, is collected Under the authority of the *Department of Agriculture and Agri-Food Act* and of the *Canadian Dairy Commission Act* and is subject to the *Access to Information Act* and the *Privacy Act* and other applicable legislation.

10.3 The Recipient acknowledges that the Minister may:

a) for the purpose of ensuring the efficiency and effectiveness of Program Administration, collect, use and disclose the Recipient's Information to the Recipient's provincial milk marketing board responsible for issuing dairy licenses and authorizing production capacity and to AAFC, as well as to contractors or agents assisting them in Program Administration;

b) for the purpose of assisting the CDC in the collection of debts owed to the Government of Canada by the Recipient, collect, use and disclose the Recipient's Information to other federal, provincial and territorial government departments, agencies and third parties;

c) make the following publicly available in the Public Accounts of Canada: the name and city of the Recipient, and the amount of the Grant issued to the Recipient.

11. Funding Acknowledgement

11.1 The Recipient shall seek the Minister's approval before issuing any communications to the public which relate to these terms and conditions and ensures that the Recipient acknowledges Canada's support. Any communications to the public by the Recipient will be issued in the official language of the Recipients' choice.

12. Dispute Resolution

12.1 If a dispute arises out of, or in connection with, these terms and conditions, including any question of its existence, interpretation, validity, or termination, the Parties shall attempt to resolve the dispute through discussions or a mutually agreeable dispute resolution process prior to commencing legal proceedings.

12.2 All information exchanged during the discussions or any subsequent dispute resolution process, which is not otherwise discoverable, shall be regarded as "without prejudice" communications for the purpose of settlement negotiations and shall be treated as confidential by the parties and their representatives, unless otherwise required by law.

13. Amendment

13.1 These terms and conditions may only be amended before their expiry or earlier termination, and any Amendment must be evidenced by the written consent of the Minister and the Recipient.

14. Entirety of terms and conditions

14.1 These terms and conditions include the Program's parameters, all the information provided by the CDC and by the Recipient for the purpose of completing the Recipient's registration to the Program, and any amendments.

14.2.1 These terms and conditions comprise the entire agreement between the Parties. No prior document, negotiation, provision, undertaking, or agreement in relation to the subject of the terms and conditions has legal effect, unless incorporated by reference into these terms and conditions. No representation or warranty expressed, implied, or otherwise, is made by the Minister to the Recipient except as expressly set out in these terms and conditions.

TERMS AND CONDITIONS (continues)

15. Governing Law

15.1 These terms and conditions shall be governed by, and are to be interpreted in accordance with, the applicable federal laws and the laws in force in the province of residence of the Recipient.

16. Survival

16.1 Subject to and without restricting the operation of any time delay set out in these terms and conditions, the following clauses shall survive up to 3 years the early termination or expiration of these terms and conditions:

Clause 6 - Eligibility of Recipient;
Clause 7 - Overpayments;
Clause 10 - Use and Disclosure of Recipient Information;
Clause 12 - Dispute Resolution;
Clause 16 - Survival.

SELF-IDENTIFICATION QUESTION

You must answer the self-identification question on page 9 of this registration form. However, you can select 'Decline to Identify' or 'Not Applicable'.

Note: Answers to the question will be used for program administration and evaluation, reporting, and statistical analysis, including for Gender-based Analysis Plus purposes. Answers to the question will not impact eligibility for the program. Answers may also be used to help create future policies, programs, and communication activities.

Below are definitions of the terms used in the self-identification question:

Indigenous Peoples

The collective name for the original peoples of Canada and their descendants and consists of distinct, rights-bearing communities comprising First Nations peoples, Inuit, and Métis.

First Nations - are a people composed of many different nations having their own origin, history and culture, and whose members have called North America home for thousands of years. First Nations include status and non-status Indians.

Métis - are a people whose members are of mixed First Nations and European ancestry, are united by a common origin, history and culture, and are generally accepted by the Métis Nation.

Inuit - are a people that inhabit or that traditionally inhabited the northern regions and Arctic coasts of Canada known as Inuit Nunangat, and whose members are united by a common origin, history and culture.

Indigenous organizations may include:

- Aggregated Indigenous entities (as self-defined by Indigenous groups, could be linked by cultural or linguistic background, geographical area or historical treaty lines);
- Associations;
- National and regional Indigenous organizations;
- Indigenous non-governmental and voluntary associations and organizations, including non-profit organizations and corporations; and
- Self-governing Indigenous governments.

Persons with Disabilities	The *Employment Equity Act* defines “persons with disabilities” as persons who have a long-term or recurring physical, mental, sensory, psychiatric or learning impairment and who (a) consider themselves to be disadvantaged in employment by reason of that impairment, or (b) believe that an employer or potential employer is likely to consider them to be disadvantaged in employment by reason of that impairment, and includes persons whose functional limitations owing to their impairment have been accommodated in their current job or workplace.
Members of Visible Minorities	The *Employment Equity Act* defines “members of visible minorities” as persons, other than Aboriginal peoples, who are non-Caucasian in race or non-white in colour.
Women	One of many gender identities. Includes all people who identify as women.
Youth	Individuals aged 35 and under.
2SLGBTQI+	Two-Spirit, lesbian, gay, bisexual, transgender, queer, intersex, and other people who identify as part of sexual and gender diverse communities who use additional terminologies.[1]
Gender Parity	A minimum of 50% women and/or non-binary individuals. Non-binary - A person whose gender identity does not align with a binary understanding of gender such as man or woman. It is a gender identity which may include man and woman, androgynous, fluid, multiple, no gender, or a different gender outside of the “woman—man” spectrum.
Not Applicable	Use this selection if the question is not relevant to your organization.
Decline to Identify	Use this selection if you do not want to disclose this information at the time of your application.

[1] Federal 2SLGBTQI+ Action Plan… Building our future, with pride - Canada.ca

SELF-IDENTIFICATION QUESTION (continued)

Is your organization majority owned (more than 50%) by one or more of the following groups? (Select all that apply)

☐ Indigenous Peoples
- ☐ First Nations
- ☐ Métis
- ☐ Inuit
- ☐ Unknown

☐ Persons with Disabilities
☐ Members of Visible Minorities
☐ Women
☐ Youth (Individuals aged 35 and under)
☐ 2SLGBTQI+
☐ Gender Parity (50% women and/or non-binary people or more)
☐ Not Applicable
☐ Decline to Identify

ATTESTATION

- I have read and understood the Dairy Direct Payment Program's Terms and Conditions and the Information and Privacy Notice.
- I agree to the Information and Privacy Notice and the Terms and Conditions and accept the Dairy Direct Payment Program payments.
- I certify that all the information provided through this registration to the Dairy Direct Payment Program is, to the best of my knowledge, complete, accurate and without any misrepresentation.
- I certify that I am authorized to sign on behalf of the farm.

☐ **I agree with all four statements above.**

_____
Signature

Date (YYYY-MM-DD)

_____
Full name

Return completed form to:

Dairy Direct Payment Program
Canadian Dairy Commission
Building 55
Central Experimental Farm
960 Carling Avenue
Ottawa, Ontario
K1A 0Z2

or by fax at:

613-366-3076