



Sarah Huckabee Sanders  
Governor

## ARKANSAS DEPARTMENT OF AGRICULTURE

1 Natural Resources Drive, Little Rock, AR 72205  
agriculture.arkansas.gov  
(501) 225-1598



Wes Ward  
Secretary of Agriculture

# **TO ALL OUT OF STATE GRAIN DEALERS:**

The Statutory Agent listed on the Dealer license application is required to do all legal signings. In addition, they are responsible for obtaining required documents for auditors. Audits are conducted randomly, so these documents are to be available during normal business hours each week.

If you have any questions, please contact the Grain Warehouse Section at 501-219-6350, 501-219-6338 or Email [grainwarehouse@agriculture.arkansas.gov](mailto:grainwarehouse@agriculture.arkansas.gov).

---

## Arkansas Grain Dealer License Requirement Form

---

Please use this list as a check off for your license application. We will not be able to issue the license until all required items are received in this office. Please read all requirements carefully.

- A completed Grain Dealer application form. A **\*new business** application requires a \$150.00 license fee. Established business fees and renewal license fees will be based on the previous years purchases. Refer to the chart on page 8 of the Grain Dealer Law and Rules. The amount required based on your prior year's purchases should be sent in with the application.
- There is a blank on the new and renewal applications for purchases of Arkansas grain. **This information is required.** If you are a new business, fill in the blank with a \$0.
- Certificate of Fact (GW/GD-3) must be filled out, notarized and returned with the application.
- A current Financial Statement must be prepared and sent to this office by a CPA or RPA via email or regular mail or we can accept a bound copy. Financial Statement must include:
  1. CPA or RPA signed compilation statement
  2. Balance Sheet
  3. Income and Expense
  4. Statement of Cash Flows
  5. Schedule of Notes Payable

**Note: A New Business is required to have a Beginning Trial Balance.**

**If the financial statement on file in the office is current, there is no need to submit a duplicate.**

- The minimum surety required is \$50,000.00. If you are a new business, once your application and financial statement are reviewed, you will be notified of the surety amount required to be licensed. The application packet contains a Bond form (GD-6), Letter of Credit form (GD-7) and a Certificate of Deposit (GD-8). **Only one form of surety is required. If you are renewing, the surety on file must be up to date and valid.**

### **FIRST TIME APPLICANTS FOR AN ARKANSAS GRAIN DEALER LICENSE ONLY**

- A corporate charter must be submitted if your operation is a corporation.

**\* New Business** – A business with no previous purchases of grain. A business that has purchased grain outside of Arkansas or is renewing a license is considered an established business.)



**RENEWAL APPLICATION  
 ARKANSAS GRAIN DEALERS LICENSE  
 IN AND UNDER THE LAWS OF THE  
 STATE OF ARKANSAS  
 ACT 601 OF 2015**

Full Name of Company ( <b>Legal Name as shown on License</b> )		License Number
Address of Grain Dealer's Main Office ( <b>Complete Address</b> )		County
Trade Name of Grain Dealer		
Location ( <b>Complete Address</b> )		County
Phone Number	Fax Number	Email Address
Cell Phone Number		Printed Name of Individual in Charge <b>(√ if new)</b>
Date		Signature of Individual in Charge
<b>List any new Arkansas grain buyers:</b>		
Statutory Agent Name		Statutory Agent Business Name
Statutory Agent Address ( <b>Complete Address</b> )		Phone # of Statutory Agent
E-Mail Address of Statutory Agent		

**A. RETURN THIS APPLICATION WITH REQUIRED ATTACHED FORMS**

1. Complete Certificate of Fact (Form GW-3). (Must be Notarized)
2. Enclose a copy of your current financial statement. This statement must have been prepared by and sworn to by a CPA or Registered Public Accountant. The statement must contain the following:
 

a. Statement signed by CPA or RPA	d. Statement of Cash Flows
b. Balance Sheet	e. Schedule of Notes Payable
c. Income and Expense Sheet	

**B. HAVE YOU MADE ANY OF THE FOLLOWING CHANGES IN YOUR OPERATION SINCE THE LAST GRAIN DEALER LICENSE WAS ISSUED?**

1. Is the name of business the same? YES  NO   
 If NO, indicate: \_\_\_\_\_

2. **What was your total amount of purchases in Arkansas of grain in your last fiscal year?** \$ \_\_\_\_\_

3. Changed type of record system? YES  NO

4. Do you deal in priced later contracts? YES  NO

5. Are the officers (if incorporated) the same? YES  NO

6. If a partnership, are the partners the same? YES  NO

7. **License Fee:** \$ \_\_\_\_\_

**CERTIFICATE OF FACT**

DATE: \_\_\_\_\_

STATE OF: \_\_\_\_\_

COUNTY OF: \_\_\_\_\_

I, \_\_\_\_\_, being first duly sworn,  
(Individual's Name)

depose and say that I am the \_\_\_\_\_ of the licensee  
(Title)

\_\_\_\_\_  
(Name of Business) ;

that I am authorized on the part of said licensee to verify and file with the Arkansas Plant Industries Division all information contained herein; that I have full knowledge of the matters set forth herein and that all the same are true in substance and in fact.

\_\_\_\_\_  
(Authorized Signature)

Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_

\_\_\_\_\_  
(Notary Public)

My Commission Expires: \_\_\_\_\_

This application must be signed by the owner if an individual, by one of the partners if a partnership, or by an officer of the corporation if incorporated.