



## **FARM REGISTRATION & GOVERNMENT PROGRAM READINESS PACKET**

### **New, Beginning & Unregistered Farmers**

11811 Shaker Blvd., Suite 204, Cleveland, OH 44120

Email: [info@agri-rise-collective-llc.com](mailto:info@agri-rise-collective-llc.com)

Website: [www.Agri-Rise-Collective-LLC.com](http://www.Agri-Rise-Collective-LLC.com)

---

### **CLIENT WELCOME LETTER**

Date: \_\_\_\_\_

Dear \_\_\_\_\_,

Welcome to **Agri-Rise Collective, LLC**.

We specialize in assisting new, beginning, and previously unregistered farmers in becoming properly registered agricultural producers positioned for participation in government agricultural programs, grants, and contracting opportunities.

This packet contains:

- Professional Service Agreement
- Registration Scope of Work
- Required Documentation Checklist
- Government Site Visit Disclosure
- Payment Terms & Policy
- Authorization to Represent

Please review this packet carefully. Your registration process will begin only after:

1. Full payment of \$2,500 is received, and
2. All required documentation is submitted.

We look forward to assisting you in building a compliant and properly structured agricultural operation.

Respectfully,

Agri-Rise Collective, LLC

*“All client SSN, EIN, and sensitive information is protected under a Mutual Non-Disclosure Agreement and secure data handling protocols.”*

# PROFESSIONAL AGRICULTURAL REGISTRATION AGREEMENT

---

## 1. SERVICE OVERVIEW

Agri-Rise Collective, LLC provides comprehensive agricultural registration, compliance structuring, and administrative representation services for:

- New Farmers
  - Beginning Farmers
  - Individuals
  - LLCs
  - Corporations
  - Nonprofits
  - Partnerships
- 

## 2. SERVICE FEE – MANDATORY

Individual Registration: **\$2,500**

Business Registration (LLC, Corporation, Nonprofit, Partnership): **\$2,500**

This fee includes:

- USDA Farm Service Agency (FSA) registration assistance
  - Farm & Tract Number assistance
  - NRCS enrollment assistance (if applicable)
  - SAM registration assistance (if applicable)
  - UEI registration assistance (if applicable)
  - Agricultural Farming Plan development
  - Agricultural Business Plan development
  - Entity compliance review
  - Administrative document preparation
  - Agency communication assistance
- 

## 3. STRICT PAYMENT POLICY – NO EXCEPTIONS

Full payment of \$2,500 must be received:

✓ Prior to submission of this intake packet

OR

✓ Simultaneously with submission

There are NO exceptions.

Services will NOT begin without confirmed payment.

All fees are non-refundable once services commence.

Client Initials: \_\_\_\_\_

---

#### **4. REQUIRED DOCUMENTATION**

##### **INDIVIDUALS**

- Government Photo ID
- SSN (secure submission only)
- Proof of Address
- Farm Lease or Deed (if applicable)

##### **LLC**

- Articles of Organization
- Operating Agreement
- EIN IRS Confirmation Letter (CP 575 or 147C)
- Ownership Breakdown
- Authorized Signer ID

##### **CORPORATION**

- Articles of Incorporation
- Bylaws
- EIN Confirmation Letter
- Officer List
- Board Authorization

##### **NONPROFIT**

- Articles of Incorporation
- IRS Determination Letter (if applicable)
- EIN Confirmation Letter

- Board of Directors List
  - Authorization Resolution
-

# MUTUAL NON-DISCLOSURE AGREEMENT

## (Confidentiality & Protection of Sensitive Information)

This Mutual Non-Disclosure Agreement (“NDA”) is entered into as of the Effective Date listed below by and between:

**Agri-Rise Collective, LLC** (“Consultant”)

and

\_\_\_\_\_ (“Client”).

Effective Date: \_\_\_\_\_

---

## 1. PURPOSE

The parties wish to engage in discussions and services related to agricultural registration, compliance structuring, and government program readiness. In connection with these services, both parties may disclose certain confidential and sensitive information.

This Agreement governs the protection of that information.

---

## 2. DEFINITION OF CONFIDENTIAL INFORMATION

“Confidential Information” includes, but is not limited to:

- Social Security Numbers (SSN)
- Employer Identification Numbers (EIN)
- IRS confirmation letters (CP 575, 147C)
- Tax records
- Banking information
- Ownership records
- Government registration data
- Farm location details
- Business plans
- Farming plans
- Proprietary templates

- Internal processes
- Client lists
- Any non-public financial or operational information

Confidential Information may be disclosed in written, electronic, verbal, or digital form.

---

### **3. MUTUAL OBLIGATIONS**

Both parties agree to:

- Maintain strict confidentiality
  - Use Confidential Information solely for the purpose of registration and consulting services
  - Not disclose Confidential Information to any third party without written consent
  - Protect information using reasonable administrative, physical, and electronic safeguards
  - Restrict access to authorized personnel only
- 

### **4. PERMITTED DISCLOSURES**

Confidential Information may be disclosed only:

- To federal, state, or local agricultural agencies as necessary to complete registration
  - When required by law, subpoena, or court order
  - To accountants or legal counsel bound by confidentiality
- 

### **5. DATA SECURITY**

Consultant agrees to implement reasonable security measures to protect SSN, EIN, and sensitive financial data, including:

- Secure document storage
- Restricted internal access
- Secure digital transmission methods
- Proper disposal of sensitive records

Client agrees not to transmit SSN or EIN information through unsecured methods.

---

## **6. EXCLUSIONS**

Confidential Information does not include information that:

- Is publicly available
  - Was lawfully known prior to disclosure
  - Is independently developed without use of confidential materials
- 

## **7. TERM**

This NDA shall remain in effect:

- During the term of services, and
- For five (5) years after termination of services

Obligations related to SSN, EIN, and tax identification data shall survive indefinitely to the extent permitted by law.

---

## **8. BREACH**

In the event of unauthorized disclosure:

- The disclosing party may seek injunctive relief
  - The non-breaching party may pursue damages
  - Legal remedies may be sought in addition to arbitration provisions contained in the Service Agreement
- 

## **9. NO LICENSE OR OWNERSHIP TRANSFER**

This Agreement does not grant ownership rights to any proprietary materials, templates, business plans, or internal systems created by Consultant.

---

## **10. GOVERNING LAW**

This Agreement shall be governed by the laws of the State of \_\_\_\_\_.

## 11. ENTIRE AGREEMENT

This NDA supplements and becomes part of the Professional Agricultural Registration & Compliance Agreement executed between the parties.

---

## ACCEPTANCE

Client Name (Printed): \_\_\_\_\_

Client Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Agri-Rise Collective Representative: \_\_\_\_\_

Date: \_\_\_\_\_

## **5. GOVERNMENT SITE VISIT DISCLOSURE**

Client acknowledges that agricultural agencies may conduct site inspections.

Agencies may include:

- Farm Service Agency (FSA)
- Natural Resources Conservation Service (NRCS)
- United States Department of Agriculture (USDA)
- State Departments of Agriculture

Site visits may occur to:

- Verify property existence
- Confirm agricultural activity
- Review acreage
- Evaluate land use
- Provide conservation guidance
- Review farming plans
- Offer recommendations and restrictions

Client agrees to cooperate fully.

Consultant has no control over agency decisions, inspections, or timelines.

Client Initials: \_\_\_\_\_

---

## **6. CLIENT RESPONSIBILITIES**

Client agrees to:

- Provide accurate and truthful information
- Submit required documentation timely
- Cooperate with agency inspections
- Maintain legitimate farming intent
- Implement required compliance measures

Failure to comply may result in termination without refund.

---

## **7. LATE DOCUMENT POLICY**

If required documentation is not submitted within 30 days of payment:

- File may be placed on administrative hold
- \$250 reactivation fee may apply
- Services may be terminated at Consultant's discretion

Client Initials: \_\_\_\_\_

---

## **8. CANCELLATION POLICY**

If Client cancels before work begins, refund may be issued less administrative costs.

Once preparation or agency submission begins, fees are non-refundable.

---

## **9. CONFIDENTIALITY**

Agri-Rise Collective agrees to protect SSN and EIN data through secure storage and restricted access.

Client agrees not to distribute proprietary plans or documentation created by Consultant.

---

## **10. LIMITATION OF LIABILITY**

Consultant shall not be liable for:

- Denial of registration
- Denial of grants or funding
- Government delays
- Agency determinations

Maximum liability shall not exceed the amount paid.

---

## **11. NO GUARANTEE OF FUNDING**

Client acknowledges there is no guarantee of:

- Grant approval
- Loan approval
- Contract award
- Program eligibility

All determinations are made solely by government agencies.

---

## 12. DISPUTE RESOLUTION

Disputes shall be resolved through binding arbitration in the State of \_\_\_\_\_.

Both parties waive the right to trial by jury.

---

## ACCEPTANCE & SIGNATURE

Client Name (Printed): \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

Agri-Rise Collective Representative: \_\_\_\_\_

Date: \_\_\_\_\_

---

## PAYMENT CONFIRMATION (INTERNAL USE)

Amount Received: \$2,500

Date: \_\_\_\_\_

Payment Method: \_\_\_\_\_

Authorized to Begin Services:  Yes  No

---

## FINAL DOCUMENT CHECKLIST

- Signed Agreement
- Payment Received
- Required Entity Documents
- EIN / SSN Secure Submission
- Farm Location Information
- Ownership Breakdown
- Authorization Signed

**Agri-Rise Collective, LLC | Confidential**