MONTEREY COUNTY
SITE IDENTIFICATION NUMBER PROCEDURES

The site identification number must have six digits. This is obtained by using the site number assigned to each ranch and adding it to the lot number from the ranch map attached to the permit. The first two characters of the site identification number (ID #) are the location number. In most cases it is necessary to add a zero to make it two digits. For example "1" would be written "01". The next four characters are the lot number used by the grower. This must be exactly four characters long, just as the location number must be two characters long. When writing the site ID #, zeros must be added to the left of the lot number to make it four characters. Alpha or numeric characters can be used. In the case where the same crop is planted on the same lot for the second time in a year, a planting sequence number such as "-2" is to be added to the site number to distinguish between the two different plantings.

For example: Ranch 1, Lot 1N   =   Site ID# 01001N

If the same crop was planted for the second time in a year the number would be 01001N-2.

In the case of a lot being sub-divided into smaller lots with an alpha designator (A), (B), (C), etc., or having a direction designation of North (N), South (S), East (E) or West (W), you must **minus** one or more zeros to meet the six digit number requirement.

Example #1:	Ranch 01, Lot 20	=	Site ID# 010020
	Ranch 01, Lot 20N	=	Site ID# 01020N
	Ranch 01, Lot 20S	=	Site ID# 01020S
	Ranch 01, Lot 20SW	=	Site ID# 0120SW
Example #2:	Ranch 02, Lot 14	=	Site ID# 020014
	Ranch 02, Lot 14A	=	Site ID# 02014A
	Ranch 02, Lot 14B	=	Site ID# 02014B
	Ranch 02, Lot 14C	=	Site ID# 02014C
Example #3:	Ranch 15, Lot37	=	Site ID# 150037
	Ranch 15, Lot37E	=	Site ID# 15037E
	Ranch 15, Lot37AE	=	Site ID# 1537AE

The treated acres should not exceed the planted acres. Planted acres is the actual acres listed on the permit site map for a particular crop.

Once a site identification number is used for a site on a use report, no other number should ever be used to identify the site until after the crop is harvested.

Each site must contain only one commodity. If two crops are planted in one lot, each must be assigned a separate Site ID number.