



Instructions on Reporting and Understanding the FSA-578 Form

The USDA requires that all Hemp growers report hemp production to the Farm Service Agency (FSA) via a FSA-578 form. It is a requirement for both the USDA and NJDA to submit their FSA-578 form within 10 days of planting. This guide will help you understand how to fill out the form and how to report to both agencies. Failure to report to your local FSA office may result in destruction of unregistered crops. This form is essential for growing registered hemp plants for compliance purposes.

1. Register locations with your local FSA office.

- To register your growing location with FSA, you will first need to contact your local FSA office to set up your account. The link provided shows an interactive map of New Jersey with each county. Click on your county to begin the process:

<https://offices.sc.egov.usda.gov/locator/app?service=page/CountyMap&state=NJ&stateName=New%20Jersey&stateCode=34>

USDA United States Department of Agriculture
Service Center Locator

Text Version Home USDA USDA eForms FSA NRCS RD

USDA Service Centers are designed to be a single location where customers can access the services provided by the Farm Service Agency, Natural Resources Conservation Service, and the Rural Development agencies. This web site will provide the address of a USDA Service Center and other Agency offices serving your area along with information on how to contact them.

New Jersey Counties

Click on the map to select a county

Bucks Passaic Bergen
 Warren Morris Essex Hudson
 Salem
 Somerset Middlesex
 Mercer Monmouth
 Ocean
 Burlington Camden
 Gloucester Atlantic
 Essex Cumberland
 Cape May

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USDA United States Department of Agriculture
Service Center Locator

Text Version Home State Map USDA FSA NRCS RD Complete Office Listing

Serving MERCER County, New Jersey

FREEHOLD SERVICE CENTER 4000 KOZLOSKI RD STE D FREEHOLD, NJ 07728 (732) 462-0075 Farm Service Agency Natural Resources Conservation Service	Street Map Driving Directions Mailing Address
COLUMBUS SERVICE CENTER 1971 JACKSONVILLE JOBSTOWN RD COLUMBUS, NJ 08022 (609) 267-1639 Rural Development	Street Map Driving Directions Mailing Address

Please forward office updates and corrections to: [FSA/OP National Data Steward](#)

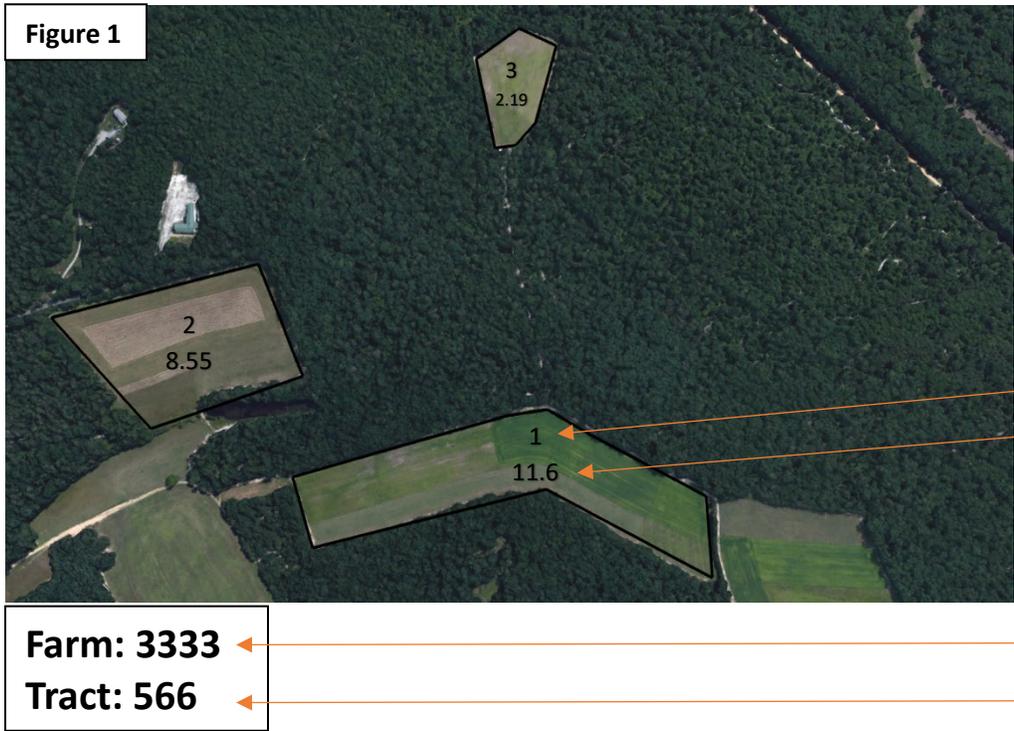
Accessibility Statement | Privacy Policy | Non-Discrimination Statement

- Once you locate your local FSA office, staff will require the following to register your growing location:
 - Hemp License # (ex: 34_00000)
 - Planting address
 - Geospatial locations of outdoor and/or indoor grow
 - Acreage or sq ft of each location listed. (**Perimeter of growing location**)

**** It is highly recommended that you call your FSA office to help guide you through the process.**

- Once staff have helped you register, the FSA office will provide you with a map indicating: **Farm Number, Tract Number, Field Number and Field Acreage.** (*Fig. 1 represents the previously stated information.*)





FSA Lot #:
 3333-566-1
 3333-566-2
 3333-566-3

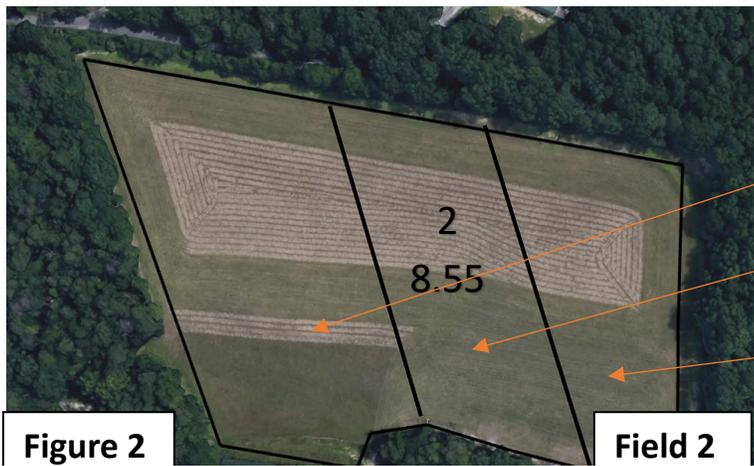
Field Number
Field Acreage

Farm: 3333
Tract: 566

Farm Number
Tract Number

2. Report growing location with your local FSA Office.

** Before filling out your FSA-578 Form, you will need to subdivide your field if you plan on growing multiple varieties or grow multiple times within a given year. Refer to **Fig. 2** for example map.



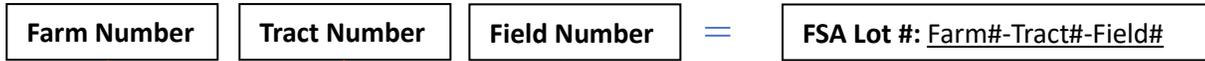
Subfield Division

2A: Suver Haze
2B: Cherry Wine
2C: Fruit Loops

Subfields are used when you plant more than one variety in a single field. You would draw out each subfield and reference each variety that is growing in them. You will need to resubmit if you plant more that once within a year. Each subfield identifier is unique to that grow, so you cannot repeat subfield identifiers in reporting documents. The individual is responsible for designating subfields

- Within **10 days of planting** your hemp crop, you will need to submit your FSA-578 form to your local FSA office. This form is due for every new “**Lot**“ that is planted. A “**Lot**” is defined as contiguous area in a field, sub-field, tract, greenhouse, or indoor growing site containing the same variety or strain of hemp throughout the area.

- 578 Forms can be located at the following:
 - https://forms.sc.egov.usda.gov/efcommon/eFileServices/eFormsAdmin/FSA0578MANUAL_031015V01.pdf
- Referencing your registered FSA map, you will need to extract the following:
 - Farm, Tract, and Field Number (subfield if applicable)
 - Variety
 - Date of planting
 - Acreage
 - Intended use.



This form is available electronically. FSA-578 Manual (10-15-03)

Form Approved - OMB No. 0560-0004

REPORT OF ACREAGE

U.S. Department of Agriculture
Farm Service Agency

<small>See Page 2 for Privacy Act and Public Burden Statements.</small>										PAGE	OF			
1 FARM NO. 3333	2 FARMLAND	3 CROPLAND	4 PROGRAM YR. 2024	7 KEY	8 NAMES OF OTHER PRODUCERS	9 ID NUMBER	10 OTHER FARMS							
5. OPERATOR NAME AND ADDRESS 1 John Smith 1234 Silver St. City, NJ 08000		6. OTHER FARMS												
11. PHOTO NO. - LEGAL DESCRIPTION 40-999999, -72-999999														
12 TRACT NO.	13 FIELD NO.	14 CROP OR LAND USE	15 PRAC- TICE 1/	16 CROP STATUS 2/	17. CROP OR LAND USE SUMMARY (Maple trees, after number enter "T"; Honey, after number enter "H")							18 KEY	19 SHARE	
566	2A	Hemp - Suver Haze	I	I	4.0									
566	2B	Hemp - Cherry Wine	I	I	2.35									
566	2C	Hemp - Fruit Loops	I		2.2									

- Once you have submitted your FSA-578 report, you will receive a receipt of service, which you will need to have on file for reporting purposes. In the NJDA Planting report, you will need to reference your **FSA Lot #** in order to submit a valid report.

Hemp Program

New Jersey Department of Agriculture

Division of Plant Industry

P.O. Box 330

Trenton, NJ 08625

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