



March 22, 2004

United States
Department of
Agriculture

Marketing and
Regulatory
Programs

Agricultural
Marketing
Service

Washington, DC
20250

NOTICE TO THE TRADE
ANNUAL INDUSTRY CONFERENCE
FOR CONTRACTORS AND SUPPLIERS IN USDA'S
FRUIT AND VEGETABLE PROGRAMS
REVISED

The Fruit & Vegetable Programs of the Agricultural Marketing Service (AMS), an Agency in the Marketing and Regulatory Programs mission area, invites interested contractors and fruit & vegetable suppliers to participate in our annual conference to discuss AMS commodity purchase and distribution programs.

Topics of discussion will include changes made for the upcoming year's purchase program, payment and invoicing, inspection, small business issues, Central Contractor Registration (CCR) program, and other concerns and issues. We strongly recommend the participation of individuals directly related to the above listed topics.

The date and location of the conference are as follows:

When: Tuesday, April 20, 2004
8:00 a.m. - 4:30 p.m.

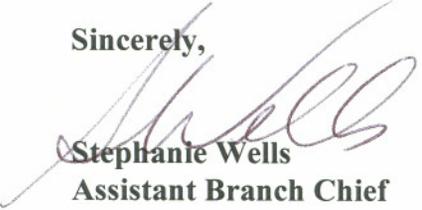
Where: Embassy Suites Hotel
511 North Columbus Drive
Chicago, IL 60611
Phone: 312-836-5900

Shuttle service is available from the airport. A block of rooms has been reserved for approximately \$155.00 per night. Participants must make their own lodging arrangements. Blocked rooms may be obtained on a first come - first serve basis prior to April 2, 2004, by referring to USDA's conference.

Pre-registration for the conference is requested. Please return the attached form by April 9, 2004. We invite you to submit questions and comments in advance so time can be allocated for discussion. If you would like additional information, please contact Michelle Warren at (202) 720-4517 or michellee.warren@usda.gov.

We value your participation and hope you can attend.

Sincerely,


Stephanie Wells
Assistant Branch Chief
Commodity Procurement Branch
Fruit and Vegetable Programs



TENTATIVE REGISTRATION FORM

**Fruit and Vegetable Commodity Procurement
Industry Meeting 2004**

Company Name: _____

Mailing Address: _____

City: _____ State: _____ Zip: _____

Telephone: _____ Fax: _____

Number Attending: _____ Please list attendee names if known (type or print):

_____	_____
_____	_____
_____	_____

Products you bid on:

Packing Season (specify months)

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Suggested Topics for Discussion:

Forms may be e-mailed to michellee.warren@usda.gov or faxed to 202-720-2782.