



**PERSONAL AND CONFIDENTIAL**

# A SERVICE PROPOSED BY YOUR FÉDÉRATION

## DOSSIER PRODUCTEUR EN LIGNE

Access all your information related to the Fédération des producteurs de cultures commerciales du Québec

### ➤ You have Internet access ?

You now have the possibility of:



- Accessing (read only) your basic profile information;
- Viewing your data in real time and consulting your history regarding:
  - Compilation of contributions to the Joint Plan;
  - The advance payment program (where applicable);
  - The joint wheat sales service (where applicable);
- Receiving email alerts when new operations take place in your file;
- Viewing contracts provided by you under the aegis of the *Regulation on the provision of information of cash crop producers in Quebec*;
- Consulting detailed information on your regional markets.

### TO GET REGISTERED

- Be sure you have an email address
- Follow the steps on the back of this page

The registration code below belongs to : XXXXXXXXXX

**YOUR REGISTRATION CODE :** XXXXXXXXXX

If you are not the person responsible for the company above mentioned, please advise us immediately thereof (refer to our contact information on the back of this page).





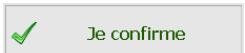
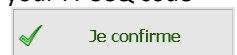



### ➤ You do not have any Internet access ?

You cannot get registered to this service.

However, you are still required to comply with the *Regulation on the provision of information of cash crop producers in Quebec* effective July 26, 2011.

NEW

## THE 5 STEPS TO PROCEED WITH YOUR REGISTRATION

|           |   |
|-----------|---|
| <b>1.</b> | <ul style="list-style-type: none"> <li>- On the Fédération website, (<a href="http://www.fpccq.qc.ca">www.fpccq.qc.ca</a>) click the  button at the top right of the page or go directly to : <a href="http://producteur.fpccq.qc.ca">producteur.fpccq.qc.ca</a></li> <li>- Click  (to the left of the screen)</li> <li>- Enter your registration code (see the other side of this page)</li> <li>- Click </li> </ul>   |
| <b>2.</b> | <ul style="list-style-type: none"> <li>- Enter and confirm your email address</li> <li>- Click </li> </ul>   |
| <b>3.</b> | <p>If your email address is already in the Fédération files, you are successfully identified :</p> <ul style="list-style-type: none"> <li>- Click  to finally confirm that email address</li> </ul> <p>If your email address is new or not yet in the Fédération files :</p> <p><i>For identification purposes, you have to provide us with your FPCCQ code (9 digits starting with 01 to 16 indicated on all personal documents originating from the Fédération). As a security precaution, this code is not provided on this document because the code is personal and confidential.</i></p> <ul style="list-style-type: none"> <li>- Enter your FPCCQ code</li> <li>- Click  to finally confirm that email address.</li> </ul> <p><b>WARNING : whatever situation above, when you click , you trigger the sending of an email <u>you need to open</u> to complete your registration.</b></p> |
| <b>4.</b> | <ul style="list-style-type: none"> <li>- Read instructions mentioned on the page « Inscription - Étape 4 de 5 » and click </li> <li>- In your mailbox, open the email received from <a href="mailto:producteur@fpccq.qc.ca">producteur@fpccq.qc.ca</a>, the object of which is : « IMPORTANT : terminer votre inscription au DOSSIER PRODUCTEUR EN LIGNE. »</li> <li>- Once the email opened and read, click the link in the email.</li> </ul>   |
| <b>5.</b> | <ul style="list-style-type: none"> <li>- Enter and confirm a password known only by you (follow instructions)</li> <li>- Provide the answers to two secret questions of your choice (to be used in case you need to retrieve a forgotten password)</li> <li>- Decide whether or not to choose another user name (easier for you to remember)</li> <li>- To end your registration, click </li> <li>- As a confirmation of your registration you will receive an email that you can save as a reference (it contains your user name).</li> </ul>  |

Happy browsing!



|                               |           |
|-------------------------------|-----------|
| <b>email</b>                  |           |
| dossierproducteur@fpccq.qc.ca |           |
| <b>Telephone</b>              |           |
| 450 679-0540                  |           |
| Anne-Marie Langlois           | Ext. 8788 |
| Mireille Blais                | Ext. 8300 |
| Christine Zerbisias           | Ext. 8544 |

