Dear user,

please enter here your requests to trialing and nurseries in Seeds EAME for next spring season.

Please keep the check-out time to a minimum in order to allow colleagues to edit the file. Traffic on the document will likely increase closer to deadlines, therefore please edit as soon as your info is available!

Detailed instructions explaining how to fill the tool are indicated below. Please read them carefully before filling it.

* Please note that there is one specific sheet to fill for each of the 3 steps of the demand.
* You are provided with entry masks which will automatically fill the underlying spreadsheet.
* Some criteria are indicated as mandatory\*, others as optional.
* Location shall be entered in col. K,L,M. Specific locations in col. L is mandatory only in 2nd step and shall be chosen from a reference list (see tab "*Location Reference list*"). If the desired location is not listed, then please enter as free text.
* Demand shall be entered as SI units (sqm, m) if possible. In case these units are less meaningful to requestors as well as suppliers, then you may indicate any specific unit in columns R and S, e.g. a mini-tent for SB, a 2x6m plot for corn.
* You can use either sowing or planting time (or both). For this template it will be sufficient to indicate a foreseen time frame. Entries will be optional in the first step. Exact dates shall have a home in SPIRIT.
* Detailed information could go into the remark field (column AG), but rather should be reflected in SPIRIT in order to avoid duplication (e.g. agronomic information, sampling method, requested analysis, dates for notation).
* Some instructions are also included in the template.

Please start here ……………………………….