



Getting More From Your Portal

How Portal Adoption can Impact your Business.

Empowering Supply Chains to Feed a Growing World

PROPRIETARY AND CONFIDENTIAL



Getting More From Your Portal

Business Impact of Digital Engagement
Practical Steps to Encourage Grower Engagement
Portal Highlights
Offer Management Review
Contract e-Signature

Business Impact from Grower Engagement

- ACH Payments
 - Reduce Transaction Costs
 - Typically, a flat fee between \$.25 and \$1.50 or capped at a low percentage (0.5-1%)
 - Example: a 50,000 fertilizer order, credit card fees could range between \$1,250 - \$2,000, where an ACH fee remains as low as \$1.50) *
 - “The ‘Ag Margin’ Impact: With farm profitability tightening over the past year, a 2-3% savings on payment processing directly protects the retailer’s thin margins.” *
 - Improved Cash Flow Visibility
 - Faster Settlement Times
 - Operational Efficiency
 - Digitalizing payments reduces admin costs related to cash/check handling
 - Reduce fraud exposure
- Account Details
 - Decreases Manual Errors
 - Reduce overhead for customer service teams
- Orders
 - Receive and process in real time
- Invoices and Statements for Download
 - Reduce Administrative Support
 - Reduce re-printing and mailing cost
- Contract e-Signatures
 - Time saver and seamless storage on the contract

** Industry Benchmarks from Bankcard International Group and Modern Treasury*

The Portal Offers Your Grower

- A single source of truth for order history, invoices, statements, payments, contracts, account and bank details.
- Security for sensitive data
- Management of their business with you on their own schedule

Proven Ways to Encourage Grower Engagement

- Add a Statement Banner
- Add a Mailer to your Current Statement
- Add a Marketing Message to your Invoice
- Incentivize – Offer Discounts if you Pay Online or get Your Statement Emailed

How to add a Statement Banner

Go to Setup\Access Locations and Select the Marketing Message Tab

The screenshot shows the 'Print Customer Statements' application window. At the bottom, the 'Statement Banners' section is highlighted with a red border. It contains a text input field with the text 'Pay your Statement Balance Online for a Discount!' and a 'Customer Filter' button to its right. Other interface elements include a menu bar (Printer Setup, Information, Save Template, Help), a template dropdown (DEFAULT), and various checkboxes for statement options like 'Balance Forward Detail' and 'Duplex Printing'.

The screenshot shows a printed statement document. At the top right, it is titled 'STATEMENT' and includes page information: 'Page 1 of 3', 'Patron: 1013373', 'Name: A B & W Trucking', and 'Closing Date: 04/30/2026'. The customer address is listed as '1013373, A B & W Trucking, 123 anywheres, two lines of address, Lavergne, TN 37130'. The 'AR ACCOUNT SUMMARY' table shows a total owed of 3,973.83. The 'ACCOUNT MESSAGES' section contains a red-bordered box with the text: '*PLEASE REMIT PAYMENT BY 05/01/26 TO AVOID INTEREST CHARGES Pay your Statement Balance Online for a Discount!'. The 'INTEREST CHARGED' table shows zero interest. At the bottom, there is a barcode, a 'STATEMENT' stamp with the date '04/30/2026', and a list of account balances including a balance forward of 2,973.83 and a current activity of 1,000.00. The total amount past due is \$2,973.83.

How to add a Marketing Message to your Invoice

Go to Setup\Access Locations and Select the Marketing Message Tab

Detail Locations

Inventory Site: 1, Profit Center: Brentwood's Farm Supplies

Name: Brentwood's Farm Supplies, Vendor Customer ID: 62, Ship To: 00

Credit Manager: Eric Riser

Address: 9015 Overlook's Blvd 2, Brentwood's, TN 37027

Marketing Messages: **Receive your Statement Electronically and Receive a Discount!**

Invoice Comment: Thank you for Shopping at Brentwood Farm Supply!

Sales Invoice 1036072

Invoice: 1036072, Patron: 1000701

Date: 05/11/26, Due: 05/11/26

Address: Eldorado's Farm Center, 9015 Overlook's Blvd 2, Brentwood's, TN 37027, 615-555-1110

TRAINING PURPOSES ONLY - Generated from a test system

Bill To: 1000701, Susie May, 100 Test Row, Nashville, TN 37221

Ship To: 100070100, Susie May, 100 Test Row, Nashville, TN 37221

Item No	Description	Units	Quantity	Unit Price	Amount T	Ext.
10012	50# Bag of Dog Food	BAG	100.0000	22.00	2,200.00	*
					Subtotal	2,200.00
					Sales Tax *	154.00
					Invoice Total	2,354.00

2,354.00 charged to account. 2,354.00 due in full on 05/11/26

Remit to: **BrentFarm Corp**
123 Any Road
P.O. Box 123
Murfreesboro, TN 37127

Current	0 - 30	31 - 60	61 - 90	Over 90	Future	This Invoice	Unapplied Payments	Total
331.70	0.00	0.00	0.00	0.00	0.00	2,354.00	0.00	2,685.70

Marketing Message: **Receive your Statement Electronically and Receive a Discount!**


Returns with a receipt are accepted for 60 days.
Returns without a receipt will be given an instore credit within 60 days.
www.ever.ag

*This purchase is subject to the terms and conditions of Eldorado's Farm Center credit policy.
Customer agrees to pay for these purchases according to the Credit Policy and/or Credit Agreement of the owner/assignee of the account (Note that the owner/assignee may include, but not be limited to, the Eldorado's Farm Center and/or JDF Multi-use).

Thank you for Shopping at Brentwood Farm Supply!
Recommendation was made by or provided to the seller. [] Yes [X] No

MSDS information for all chemical products on this invoice may be found at <http://www.eldoradochemical.com/MSDS>
Thank you

Mailer Example


Your company logo

DID YOU KNOW?

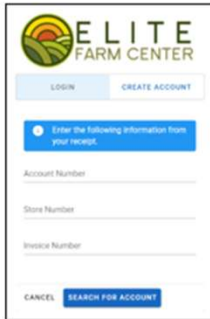
ELITE Farm Center offers an online customer web portal + phone & tablet app? You just need a copy of an invoice to self-enroll online in seconds or can call/visit your favorite branch location for assistance.


What can I do on the app/portal?

- Schedule Payments via ACH or Credit Card
- Interactive views on Balances (Account Balance, Bookings, and Prepays)
- Views and reports on all Purchases
- Download & view copies of Invoices and Monthly Statements

How do I sign up?

- Head to <https://yourportal.com> and select "Create Account"
 - The three pieces of information needed can be found on an invoice
 - Account Number & Invoice Number are in the Top Left
 - Store Number is in the bottom left





- Contact a branch location or the main office in XXXXXXXX for assistance or if you do not have a copy of an invoice to use

Portal Highlights

Leveraging Mobile Tools to Boost Grower Engagement

Invoice	Item	Extended
1700994	Wood Handle Posthole Digger Sq Eye Link	-\$120.50
1701017	Elite Original Low Carb Horse Feed, bag 50	\$2,493.00
1701025	Yoder Bunk, Delivered Bulk	\$763.71
1701115	SPECIAL TIRE S500	\$560.00
1701247	Elite Original Low Carb Horse Feed, bag 50	\$150.00
1701247	Roasted Soybeans, bag 50	\$28.88
1701326	Anhydrous Ammonia	\$3,350.00
1701536	Roundup Powermax Bulk	\$12,280.00
1701536	Roundup Powermax Bulk	\$6,430.00
1701535	AS ATRACZAC 2.5 GAL	\$800.00
1701522	Fertilizer 19-19-19 50 Lb Bag	\$507.50
1701522	Fertilizer 19-19-19 50 Lb Bag	\$883.00
1701522	Roundup Powermax Bulk	\$355.20
1701519	Roundup Powermax Bulk	\$265.20

Future Obligation	Current Due	0-30 Days Past Due	31-60 Days Past Due	61-90
\$0.00	\$173.37	\$6,497.75	\$14,546.35	\$6.00

STATEMENT BALANCE
 No Statement
[MAKE A PAYMENT](#)

PREPAID BALANCE
 \$719,554.88
[VIEW PREPAIDS](#)

- Enter Orders
- Access Account Details
- Print Invoices and Statements
- Schedule ACH Payments
- View Offer Status
- e-Sign Contracts



Offer Management and Contract E-Signature

Setup In Merchant FIN

- On the Company tab - Select the Web tab and add the company website and phone number
- On the C&G tab, Select the Option tab and check to use Offer Management
- On the Portal tab, Select the Option tab and check to use Offer Management

Access Parameters

Company CM GL AP AR PC FR IN OE PO DO Fertilizer Manufacturing Grain C&G PF Vehicle Tracking Portal

Company Name: Eldorado's Farm Center
 Address: 345 Mason's Road
 City: La Vergne
 State: TN Zip: 37086-6587 Country: United States
 Phone: 615-287-2122 Live Data Set
 Last Fiscal Year End: Tuesday, December 31, 2024 No closing GL entry done.
 Distributor Name: Vanguard
 Federal Taxpayer ID: 624445559
 Multi-Site Data Set: Owned Store:
 Historical Report Year: 2
 Disable Change Password: Exempt Patronage:
 Backup Withholding Rate: 27.5 Patronage by Division:
 Backup Withholding GL Account: 2052000 Federal With Tax Payable

Company Logo: ELDORADO FARM CENTER
 Logo size: 140w by 70h
 Load Image...

Paths: Email Options Release Files **Web** Virtual Catalog Vanguard Interfaces Info Precision Integration M&G Express M&G Mobile BI

Company Web Site:
 Company Support Phone:

Save Cancel Help

Access Parameters

Company CM GL AP AR PC PR IN OE PO DO Fertilizer Manufacturing Grain **C&G** PF Vehicle Tracking Portal

Transfers GL Entry Source: Destination
 Central Hedging Site: 99
 Intra-Company Broker: 9999999999
 Intra-Company Brokerage Account: 9999
 CIG Cash Account: 1014200
 CIG Payables GL Account: 2021001
 Contracts to Market Gain Account: 11880
 Contracts to Market Loss Account: 21880
 Hedges to Market Gain Account: 11825
 Hedges to Market Loss Account: 21825
 Options to Market Gain Account: 11825
 Options to Market Loss Account: 21825
 Localized Hedges Gain/Loss Account:
 Identify GL Account: 2059000
 100% Split Name Description: Describe's the split

Internal Hedge: Central Hedge Broker
 Central Hedge Brokerage Account:
 First National Bank - Grain
 Accrued Grain Payable
 Unrealized Gain - Contracts
 Unrealized Loss - Contracts
 Unrealized Gain - Hedge
 Unrealized Loss - Hedge
 Grain Indemity Account: Central Admin

Options: Contracts Bar Charts AgriCharts DTM

Site-Based P&L Print Signature Lines on Contract Docs Disable Priced Contract Quantity Increases Disable Bonus/Tax on Direct Shipments
 Future Dating of Checks Disable Company Owned Manufacture Disable Posting of Futures & Options Orders Inbound Ticket Import - Adverse to Ag Type
 DP Application on Direct Shipments Multi-Site Ticket Applications to Contract Enable Intra-Company Contracts Outbound Ticket Import - Adverse to Ag Type
 IRS Penalty Withholding Method Include Discounts in Mark to Market **Offer Management**

Save Cancel Help

PF Vehicle Tracking **Portal**

Oil & Energy: Tank Information Delivery Lease Agreements Energy Assistance Commitments Budget Billing Payments Recurring Payment Schedule Max Payment Months: 11

Other: Customer Documents Field Tracking Grain Banking Licenses FieldActivity Integration VFDs Contract Us Secret Question Hide Balance Hide Available Credit Online Enrollment

Commodities & Grain: CIG Menu Sales Settlements Contracts Tickets Producer Position Grain Bank Statement Proof of Yield Cash Bids Balances Activity **Offer Management**

Purchase Activity: Purchase Summary Purchases Customer Signature Transactions Statements Prepaid Statements Upcoming Deliveries Place an Order

Payments: Payments Menu Lump Sum Payments Auto Debit: Yes (Grower Allowed to Change Pay Schedule)
 Max Payment Months: 24
 History
 Payments by Invoice
 Deposit ID: W/P

Save Cancel Help

Setup In Merchant PM

In Setup\Access Individuals

- Select the Signature tab and add a signature file for the grain merchandiser to be used as the signature on the Contract documents

In Setup\Access Locations:

- On the Commodity and Grain tab:
 - Select the General tab and add a Merchandiser Email Address
 - Select the Contracts tab and add the SRV operator, the individual you use here will be the merchandiser that signs the contract

Individual Detail

ID: H1VA
 Name: Honor Wagner
 Commission Base: Sales Revenue
 Commission Rate: 0.00 %
 Field Rep Type: AGRO
 Status: Active
 Credit Manager: [checked]
 Wholesale Seller: [checked] Buyer: [checked]
 CERP: [dropdown]
 Driver License: [dropdown] State: [dropdown]
 Expiration Date: [dropdown]
 Created: EFC 06/18/12 13:38 Modified: EFC 09/24/20 15:53
 Commission | Locations | Oil Energy | **Signature**

Upload Clear

H Wagner

Detail Locations

Inventory Site: [dropdown] Profit Center: [dropdown]
 Name: Brentwood's Farm Supplies
 Vendor Customer ID: 62 Ship To: 00
 Default Fuel Workstation: Brentwood FC
 Status: Active
 Credit Manager: Eric Riser
 Email: [dropdown] [dropdown]
 Report Path (SRV): EFC-Merchant Ag Working SRV Reports
 Export Path (SRV): EFC-Merchant Ag Working SRV Exports
 Created: POS 01/21/04 03:40 Modified: EFC 07/28/25 11:52
 Associate with the following Profit Centers:
 Site Name
 1 Brentwood's Farm Supplies
 11 La Vergne Agronomy
 Inventory Site | Profit Center |
 Use Company Address on DO Invoices Parent Vendor ID: 00 Matt Culf
 Address: 9015 Overlook Blvd 2 Primary Direct Vendor: 00 Matt Culf EBO: 1100013082723
 City: Brentwood's Site: 001 Cleveland Print BOL Signature Line [checked]
 State: TN Zip: 37027 Phone: 615-555-1110 Bonnie Plants Customer ID: 1234444444444444
 Management Region: MTN Middle Tennessee Merchant Link Site Code: DEFLAB1 Report Ag Chemical Inventory [checked]
 Management Group: SF Sioux Falls SRV Statement Printer: \\\fsc2\efc-company-files\Dev\Support\Stateme Bill Print ID: 12355
 PO Operator: John Doe Warehouse Label Printer: HP35407 (HP OfficeJet Pro 3020 series) Print Rick Ticket: Receipt
 Field Accountant: John Doe Warehouse Site Type: Both Allow Exchanges [checked] OE Quote Exp Days: 60
 Default Operator: [dropdown] Chemical Dealer Name: Brentwood Chemical Company's License: ACDE12345678
 Enhanced Customer Ad [checked] Include in AHVAC [checked] Commodity Site: [checked] Print Lease Invoices [checked] Default Oldest Lot on Full Lot Tracked Item [checked]
 GL Account Information | Fertilizer | Rentance Address | Category | Ace | True Value | Oil & Energy | **Commodities & Grain Merchandising** | Mear | General | Epicor | Field/Net/c | Ag Data Def
 General | **Contracts** | Scale Ticket | Scale Ticket Vebage | Offline | Settlements | Sub-Sites |
 Settings
 Authorized Open Position Quantity: 1000 Futures Price Update: Automatic (Cash)
 Condo Space: 30000 Default Discount Refresh on Purchase From Storage: No
 Auto Transfer Site [checked] Include Quantity Discounts on Ticket Document [checked]
 Disable Automatic Transfer Matching [checked] License Number: 1234ANCKTEST98
 Freight Point: 1002 Nashville TN Rev & COG Suffix: 10 Brentwood Farm Supplies
Merchandiser Email: jessa.youf@ever.ag Print Contract Document when Approve [checked]
 Auto Print Contract Amendments [checked]
 Legal Entity: [dropdown]
 Default Brokerage Account: [dropdown]

Detail Locations

Inventory Site: [dropdown] Profit Center: [dropdown]
 Name: Brentwood's Farm Supplies
 Vendor Customer ID: 62 Ship To: 00
 Default Fuel Workstation: Brentwood FC
 Status: Active
 Credit Manager: Eric Riser
 Email: [dropdown] [dropdown]
 Report Path (SRV): EFC-Merchant Ag Working SRV Reports
 Export Path (SRV): EFC-Merchant Ag Working SRV Exports
 Created: POS 01/21/04 03:40 Modified: EFC 07/28/25 11:52
 Associate with the following Profit Centers:
 Site Name
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 Inventory Site | Profit Center |
 Use Company Address on DO Invoices Parent Vendor ID: 00 Matt Culf
 Address: 9015 Overlook Blvd 2 Primary Direct Vendor: 00 Matt Culf EBO: 1100013082723
 City: Brentwood's Site: 001 Cleveland Print BOL Signature Line [checked]
 State: TN Zip: 37027 Phone: 615-555-1110 Bonnie Plants Customer ID: 1234444444444444
 Management Region: MTN Middle Tennessee Merchant Link Site Code: DEFLAB1 Report Ag Chemical Inventory [checked]
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 GL Account Information | Fertilizer | Rentance Address | Category | Ace | True Value | Oil & Energy | **Commodities & Grain Merchandising** | Mear | General | Epicor | Field/Net/c | Ag Data Def
 General | **Contracts** | Scale Ticket | Scale Ticket Vebage | Offline | Settlements | Sub-Sites |
 Contract Sequences

Start	End	Next
100000	199999	101898
200000	299999	220012
300000	399999	300464
500000	599999	501316
700000	799999	710001
800001	899998	800048

 SRV Operator: Honor Wagner

Setup In Merchant PM

In Access Customer Detail:

- Must be a C/G Producer for the applicable site(s) (Check the ship-to tab)
- Select the Commodity and Grain tab, then select Settings and enter an email address for the grower that will be used when notifications are sent for an approved (struck) offer or when offer is rejected

Customer Detail

View Field Tracking Customer Reports Customer Statement Purchase Summary Prepaid Statement

ID 188280 Old ID Loyalty Card 188280

Name David Webb AP Vendor 1000 - Vanguard Sta. Sort Name Webb David

Address 940 Overlook Pike Grain Vendor 188280 - Ricky Bobby Type Member

Second Dirt Road Issue DPAD True Value Reward ID 5300001318

City Nashville Pay Patronage Responsible Location 1 Brentwood's Farm Supplies

State TN Zip Code 37215 Country USA

Email email@example.com Patronage Group A

Phone 1 615-684-1234 Phone 2

Cell 615-318-3486 Fax

Provider AT&T

Contact

Chemical Lic Name 6928

Cargas Customer C&G Producer Grower

Info Ship To Credit Agr-Finance Stored Cards Status AR Trans Receipts Equity Activity JDF Trans PPDs Bookings Contacts Grain Tax Exempt Items Web Payments Oil & Energy Commo

ID	Name	Address	City	Phone	C&G Customer
00	David Webb	940 Overlook Pike	Nashville	615-684-1234	<input checked="" type="checkbox"/>
01	David Webb - TN	940 Bass Road	La Vergne	615-280-5122	<input type="checkbox"/>
02	David Webb - FL Delivery	940 Bass Road	La Vergne	615-280-5122	<input type="checkbox"/>
03	David Webb	940 Bass Road	La Vergne	615-280-5122	<input type="checkbox"/>
04	David Webb	940 Bass Road	La Vergne	615-280-5122	<input type="checkbox"/>
05	David Webb	940 Bass Road	La Vergne	615-280-5122	<input type="checkbox"/>
06	David Webb - Washington tax	test	test	615-555-5555	<input type="checkbox"/>
07	Test for Kentucky	123 Lily Lane	Bowling Green		<input type="checkbox"/>
08	David Webb	2121 210th Street	Bennett		<input type="checkbox"/>
09	David Webb	2121 210th Street	Bennett		<input type="checkbox"/>
10	David Webb	45 maples drive	Foley		<input type="checkbox"/>
11	David Webb	2121 210th Street	Bennett		<input type="checkbox"/>
12	David Webb	2121 210th Street	Bennett		<input type="checkbox"/>
13	David Webb	2121 210th Street	Bennett		<input type="checkbox"/>
14	David Webb	2121 210th Street	Bennett		<input type="checkbox"/>
15	David Webb	2121 210th Street	Bennett		<input type="checkbox"/>
16	David Webb	45 maples drive	Foley		<input type="checkbox"/>
17	David Webb	2121 210th Street	Bennett		<input type="checkbox"/>

Commodities & Grain Merchandising Customer Information for 188280

Tickets Contracts Contract Pricings Credit Sales Settlements Status Checks Payables Liens **Settings** ACH

Email Addresses

Contracts leisha.yost@gmail.com beginning 07/28/2025

Settlements beginning

Tickets beginning

Settlement Document Format

Include Pricing Summary On Settlements

Include All Grade Readings

Save Cancel

Setup In Merchant PM

In Access Item Detail:

- Item must be set as a Commodity item (checkbox on main form)
- For Single Site Implementation –
 - On the Pricing tab and then Commodity and Grain tab, you will want to define Min\Max Prices and Min\Max Units for thresholds for offer entry
- For Multiple Site Implementation-
 - On the Sites tab, select each site and then on the Commodity and Grain tab - set the Min\Max Prices on the Settings tab and on the Contracts tab set the Min\Max Units

Detail Items

Item ID: 3
 Description: Corn
 Category: 100 Alan's Supply
 Type: Inventory
 Mfr ID: 012
 Stock UOM: Bushel
 Ship Weight: 56.0000
 Dry Density: 56 (lb/cu. ft)
 EPA Number:
 Lot Tracking: None
 Record Serial:
 Restricted Fuel:
 Wholesale:
 Status: Active
 Fertilizer Ingredient:
 Farm Machinery:
 Hide on Batches:
 Tonnage Tax: None
 Applicator Req'd:
 Cust ID Req'd:
 Chem Kit:
 Heating Fuel:
 DD Bulk Feed Discounts:
 Delivery Charge:
 Medicated Feed:
 MSDS Required:
 Clearance:
 MSDS Number:
 Liquid Density: 0.01 (lb/gallon)

Commodity

Commodities & Grain Merchandising

Sub-Account Suffix: 00
 AGRO Grain Code:
 AGRO Grade: 2
 Allow Negative Net Price:
 Pack Chart Settings:
 Pack Conversion Commodity: Corn
 Pack Index Adjustment %: 0.30%
 Pack Test Weight Standard: 51

Discount Schedule - Inbound:
 Storage: ZYC 1 Discount Schedule
 Grain Bank: ZYC 1 Discount Schedule
 Condo: ZYC 1 Discount Schedule
 Regular: ZYC 1 Discount Schedule
 Transfer: ZYC 1 Discount Schedule

Discount Schedule - Outbound:
 Regular: Corn - Schoular
 Transfer: Corn - Schoular

Offer Management:
 Minimum Units:
 Maximum Units:
 Minimum Cash Price:
 Maximum Cash Price:
 Owned: 0.0000
 + Incoming Receipts: 0.0000
 + Stored Grain: 0.0000
 + Open Storage: 0.0000
 - Outstanding Shipments: 0.0000
 = Total On Hand: 0.0000

1-Brentwood's Farm Supplies inventory levels for item - 3

Location 1:
 Location 2:
 Capacity: 0
 Multi-bin Count: 0.0000
 Dry Bulk: 0
 Liquid Bulk: 0
 Nurse Tank: 0

Sell
 Allow On POs
 Do Not Count
 Warehouse
 Shelf Label
 Centrally Replenished
 Use Site BOM
 Shrink: 0.00 %
 Do Not Exceed Stock on Orders
 NH3 Bulk: 0
 NH3 Nurse Tank: 0

Owned
 + Incoming Receipts
 + Stored Grain
 + Open Storage
 - Outstanding Shipments
 = Total On Hand

Commodities & Grain Merchandising

Settings

Auth Open Position Qty: 1000
 Old Crop Cutoff Date: 01/01/23
 Carry Cost Rate: 0.00500 \$/Qty
 Transfer to Perpetual Fixed Cost: 0.00000

Current Spot: 2412 | 2045

Target Pit: 1 Pit #1
 Target Dry Bin: 1 Grain Bin - Corn
 Target Wet Bin: 1 Grain Bin - Corn

Advance Limit %:
 Purchase: 80.00000
 Sale: 95.00000

Mechanical Shrinkage %:
 Inbound: 0.50000
 Outbound: 0.50000

Minimum Cash Price: 0.00000
 Maximum Cash Price: 1,000.0000

1-Brentwood's Farm Supplies inventory levels for item - 3

Location 1:
 Location 2:
 Capacity: 0
 Multi-bin Count: 0.0000
 Dry Bulk: 0
 Liquid Bulk: 0
 Nurse Tank: 0

Sell
 Allow On POs
 Do Not Count
 Warehouse
 Shelf Label
 Centrally Replenished
 Use Site BOM
 NH3 Bulk: 0
 NH3 Nurse Tank: 0

Owned
 + Incoming Receipts
 + Stored Grain
 + Open Storage
 - Outstanding Shipments
 = Total On Hand

Commodities & Grain Merchandising

Contracts

Contract Source	Contract Adjustment	Contract Type	Contract Sub Type
Any	Futures Only Contract Fee	BA	Min / Max
Purchase	Futures Only Contract Fee	FO	
Any	Flat Fee Contact	BU	Opportuni
Any	Flat Fee Contact	BU	Opportuni
Purchase	Futures Only Contract Fee	FO	
Any	Flat Fee Contact	BU	
Any	Purchase Contract Underfill	BA	

Underfill Tolerance %: 2.000000
 Contract Price Change Tol: 0.00000 \$/Qty
 Expected Sales Margin: 0.25000

Offer Management:
 Minimum Units: 0.0000
 Maximum Units: 5,000.0000

Setup In Merchant PM

Commodity and Grain \ Setup \ Access Contract types

- For the contract verbiage:
 - On the Purchase Verbiage tab - provide detail that will be printed on the footer of the contract document.

In Services \ View Schedule Services

- The following two SRV jobs should run as “Continuous” for Offer Management:
 - C&G Update Futures Prices
 - C&G Email Documents

Access Contract Types

Cash - Cash

Type: Cash
Name: Cash
Created: 10/26/2015 11:55 by EFC
Modified: 04/11/2025 13:24 by EFC

Purchase Verbiage | Sales Verbiage

This is the Fixed Price contract default verbiage:

Required to be **BOLD**
Required to be underscored
Required to be *italicized*

Required to be a larger font TEST2

Edit SRV Schedule

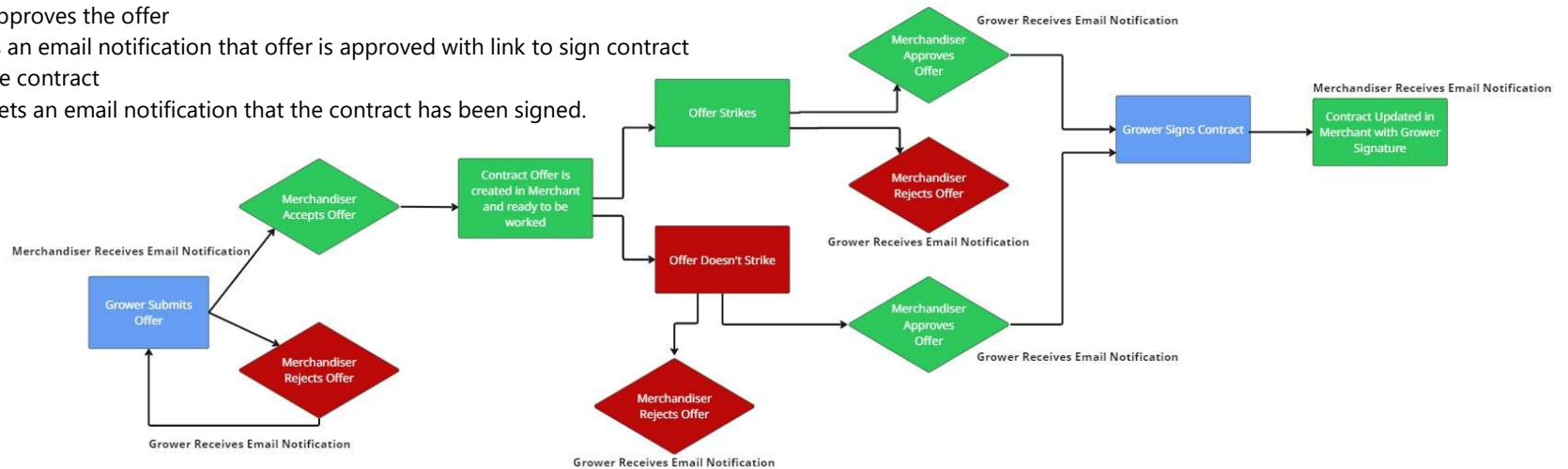
Continuous | Daily | Weekly | Monthly

Continuous Operations Schedule

Task Description	SRV	Start	End	Interval	Last Done	Notify	Active	Print
Apply Web Payments	SRV 1	:	:		02/02/21 12:00		<input type="checkbox"/>	<input type="checkbox"/>
C&G - Email Documents	SRV 1	08:00	17:15	5	07/30/25 16:40	leisha.yost@ever.ag	<input checked="" type="checkbox"/>	<input type="checkbox"/>
C&G - Update Futures Prices	SRV 1	08:00	17:15	5	07/30/25 16:40	leisha.yost@ever.ag	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Check Status of Electronic Vendor Orders	SRV 1	:	:		07/16/19 16:51		<input type="checkbox"/>	<input type="checkbox"/>
Complete Purchase Orders	SRV 1	:	:		03/16/20 10:30		<input type="checkbox"/>	<input type="checkbox"/>
Create Bonnie Plants Liability	SRV 1	09:00	23:59	5	09/08/17 14:36		<input type="checkbox"/>	<input type="checkbox"/>
Email Quotes and Grower Plans	SRV 1	14:33	17:00	5	07/30/25 16:38	leisha.yost@ever.ag	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Export EZTrak Sales	SRV 1	:	08:54	5	11/15/17 08:32		<input type="checkbox"/>	<input type="checkbox"/>
Export GL Transactions to Epicor	SRV 1	10:51	12:00	5	11/29/18 11:26		<input type="checkbox"/>	<input type="checkbox"/>
Finalize Orders	SRV 1	14:48	17:00	2	09/09/21 17:00		<input type="checkbox"/>	<input type="checkbox"/>

Offer Management

- Grower enters an offer on the portal and it is submitted
- Merchandiser gets an email notification that offer was submitted
- Merchandiser sees the offer on the Offer Management grid – row is highlighted in green
- Merchandiser either rejects or accepts the offer
 - On acceptance - the offer becomes a contract to be worked (market feed integration for strike begins), contract ID is assigned
 - On rejected - offer is removed from the grid but user can filter by the status of rejected
- Grower receives an email notification on the rejected offer
- Rejected offers cannot be resubmitted by the grower, but the merchandiser can filter by rejected offers and accept or approve offers from the grid for them
- Offers that strike - row turns blue on the Offer Management grid
- Merchandiser approves the offer
- Grower receives an email notification that offer is approved with link to sign contract
- Grower signs the contract
- Merchandiser gets an email notification that the contract has been signed.



Offer Management

Merchant Ag PM

Commodity Oil & Energy Warehouse Reports Statistics Services Admin Setup Help Exit

Contracts

- Access Purchase Contracts
- Access Credit Sale Contracts
- Access Sales Contracts
- Access Intra-Company Contracts
- Access Inter-Division Sales Contracts
- Group Contract Changes
- Offer Management (5)

Eldorado's Farm Center

Offer Management

Refresh Clear Accept Approve Reject

Offer Type: Any Commodity: F12 Site: F12

Sub Type: None Delivery Period: All Dates Expires: All Dates

Status: Offer

Offer Status: Any

Filter Search

Legend

- Grower Submitted Offers
- Offers That Have Struck

Type	Commodity	Site	Written On	Written By	Accepted On	Customer	Customer Name	Begin	Ending	Expires	Futures Month	Quantity	Strike Price	Current Price	Basis	Futures Needed	Cents Apart	
<input checked="" type="checkbox"/>	Cash	Corn	Brentwood's Farm Supplies	07/30/2025	Lacey	18828000	David Webb	04/01/2023	11/30/2045	11/30/2045	Dec 45	500.0000	4.20000	4.32997	4.00000	0.20000	0.00000	
<input checked="" type="checkbox"/>	Cash	Corn	Brentwood's Farm Supplies	07/28/2025	Lacey	07/28/2025	18828000	David Webb	04/01/2023	11/30/2045	11/30/2045	Dec 45	500.0000	4.00000	4.40908	4.00000	0.00000	0.00000
<input checked="" type="checkbox"/>	Futures	Corn	Brentwood's Farm Supplies	07/28/2025	Lacey	18828000	David Webb	04/01/2023	11/30/2045	11/30/2045	Dec 45	650.0000	4.25000	4.32997	0.00000	4.25000	0.00000	
<input checked="" type="checkbox"/>	Cash	#1 Yellow Soybeans	Brentwood's Farm Supplies	07/28/2025	Lacey	18828000	David Webb	04/01/2023	11/30/2045	11/30/2045	Dec 45	600.0000	5.10000	10.03121	-0.45000	5.55000	0.00000	
<input checked="" type="checkbox"/>	Cash	Corn	Brentwood's Farm Supplies	07/28/2025	Lacey	18828000	David Webb	04/01/2023	11/30/2045	11/30/2045	Dec 45	300.0000	4.10000	4.32997	4.00000	0.10000	0.00000	
<input type="checkbox"/>	Cash	Corn	Brentwood's Farm Supplies	06/13/2019	John Smith	06/13/2019	10799000	I B Farmer	01/01/2018	12/31/2019		1,000.0000	4.12346		0.12346	4.00000		
<input type="checkbox"/>	Cash	Corn	Brentwood's Farm Supplies	06/28/2019	John Lowder	06/28/2019	11133200	Batey Farms	06/03/2019	06/28/2019		1,111.0000	4.14000		0.14000	4.00000		

Server: PortalTest DB:

Signing the Contract

Purchase Contract 101887 ✕

Type Cash	Commodity #1 Yellow Soybeans
Location Brentwood's Farm Supplies	Approved 07/28/2025
Written 07/28/2025	Total Quantity 100.0000
Shipment 04/01/2023 - 11/30/2045	Undelivered 100.0000
Net Price \$0.00	Unpriced 0.0000
Delivered 0.0000	Exchange Code ZSZ45
Priced 100.0000	
FOB Point Nashville TN	

SIGN CONTRACT

[PRICINGS >](#)

Sign Purchase Contract 101887 ✕



[CANCEL](#) [SIGN](#) [CLEAR](#)

Email Notifications

Merchandiser

- Receives Email when Grower Submits an Offer
- Receives Email when Grower Signs the Contract

Grower

- Receives Email when Offer is Rejected
- Receives Email when Offer is Approved and Contract is ready for Signature

Email Examples for the Merchandiser

Grain Merchandiser Receives Email - Fixed Price Grower Offer

From	MerchantSRV@example.com
To	leisha.yost@ever.ag
Date	7/11/2025 2:30:05 PM -05:00
Subject	Purchase Contract Fixed Price (FP) Offer for customer 18828000

Message Headers Body Sections Raw

Purchase Contract Fixed Price (FP) Offer for customer 18828000 has been submitted and has a written date of 7/11/2025.

Please do not reply to this email.

Grain Merchandiser Receives Email - Futures Only Grower Offer

From	MerchantSRV@example.com
To	leisha.yost@ever.ag
Date	7/11/2025 2:30:05 PM -05:00
Subject	Purchase Contract Futures Only Offer for customer 18828000

Message Headers Body Sections Raw

Purchase Contract Futures Only Offer for customer 18828000 has been submitted and has a written date of 7/11/2025.

Please do not reply to this email.

Merchandiser Receives Email – Contract has been signed

From	MerchantSRV@example.com
To	leisha.yost@ever.ag
Date	7/28/2025 2:25:00 PM -05:00
Subject	Purchase Contract 101890 for Customer 18828000 has been signed

Message Headers Body Sections Raw

Purchase Contract 101890 for Customer 18828000 is attached and was signed on 7/28/2025.

Please do not reply to this email.

Email Examples for the Grower

Grower Receives Email - Offer is approved (price struck)

From	MerchantSRV@example.com
To	lyost@comcast.net
Date	7/14/2025 4:20:17 PM -05:00
Subject	Eldorado's Farm Center Purchase Contract 101891 has been approved

Message Headers Body Sections Raw

Purchase Contract 101891 from Eldorado's Farm Center is attached and has been approved. You can sign the contract by visiting our [website](#).

Please do not reply to this email.

Grower Receives Email – Offer is rejected

From	MerchantSRV@example.com
To	lyost@comcast.net
Date	7/14/2025 4:20:18 PM -05:00
Subject	Eldorado's Farm Center Purchase Contract Offer 101005 has been rejected

Message Headers Body Sections Raw

Purchase Contract Offer 101005 from Eldorado's Farm Center has been rejected. You may call Eldorado's Farm Center at 615-438-4900 to answer any questions you may have or, you can resubmit an offer using our [website](#).

Please do not reply to this email.



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