

Grower360 Bookings

Last Modified on 02/10/2026 9:27 am CST

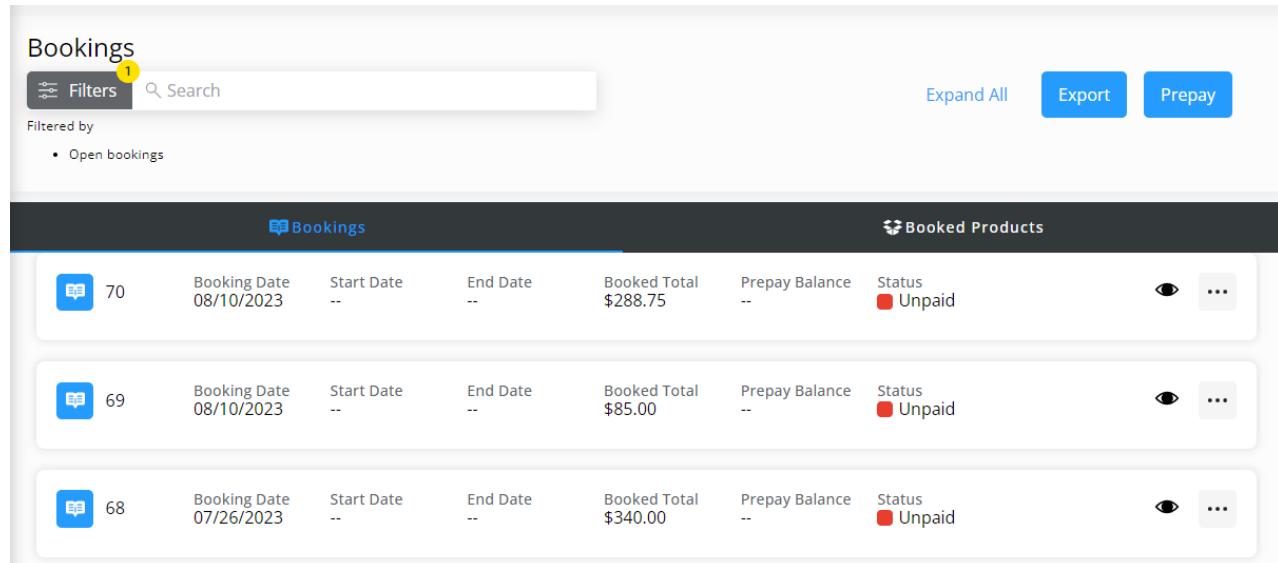
Prepaid and unpaid product Bookings can be viewed from the *Bookings* menu. Select **Expand All** to view details for everything listed below on either the *Bookings* or *Booked Products* tabs. Choosing **Export** sends details of the selected tab to a CSV file.

Selecting **Prepay** navigates to the *Prepay Balance Details* page and acts as a shortcut to create a Prepay payment (if the company allows Prepay payments).

Note: Grower Order Bookings are not eligible for payment from Grower360.

Bookings

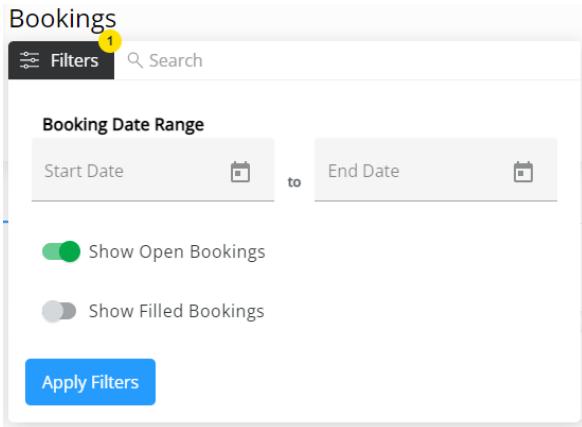
Using the *Search* field allows customers to search by a specific Product name listed on the Booking or by the current *Status* of the Booking. Using the *Search* field filters the data down by matching results.



Thumbnail	ID	Booking Date	Start Date	End Date	Booked Total	Prepay Balance	Status	Actions
	70	08/10/2023	--	--	\$288.75	--	Unpaid	
	69	08/10/2023	--	--	\$85.00	--	Unpaid	
	68	07/26/2023	--	--	\$340.00	--	Unpaid	

Data can be further filtered by using the *Date Range* filters to display results for Bookings with a Booking Date within the selected date range. The *Date Range* filter can be utilized in conjunction with the *Search* feature.

Select the **Calendar** icon on the filter and choose a date from the calendar that displays or select in the *Date Range* fields and key in the desired start and end dates. Optionally choose to *Show Open Bookings* and/or *Show Filled Bookings*. Select **Apply Filters** when done. The filters selected display below the **Filters** button.



Discount amounts display when applicable.

 66	Booking Date 06/12/2023	Start Date --	End Date --	Booked Total \$225.00	Prepay Balance --	Status Unpaid	 \$4.50 Discount	 ...
 65	Booking Date 05/04/2023	Start Date --	End Date --	Booked Total --	Prepay Balance --	Status Down Payment	 ...	

Select the **Expand** icon to view more details of the Booking.

 70	Booking Date 08/10/2023	Start Date --	End Date --	Booked Total \$288.75	Prepay Balance --	Status Unpaid	 ...	
	Description Dap (18-46-00)	Quantity 1,500.000 Lbs	Remaining Quantity 1,500.000 Lbs	Unit Price \$385.00 /Tons	Line Total \$288.75	Prepay Balance --		

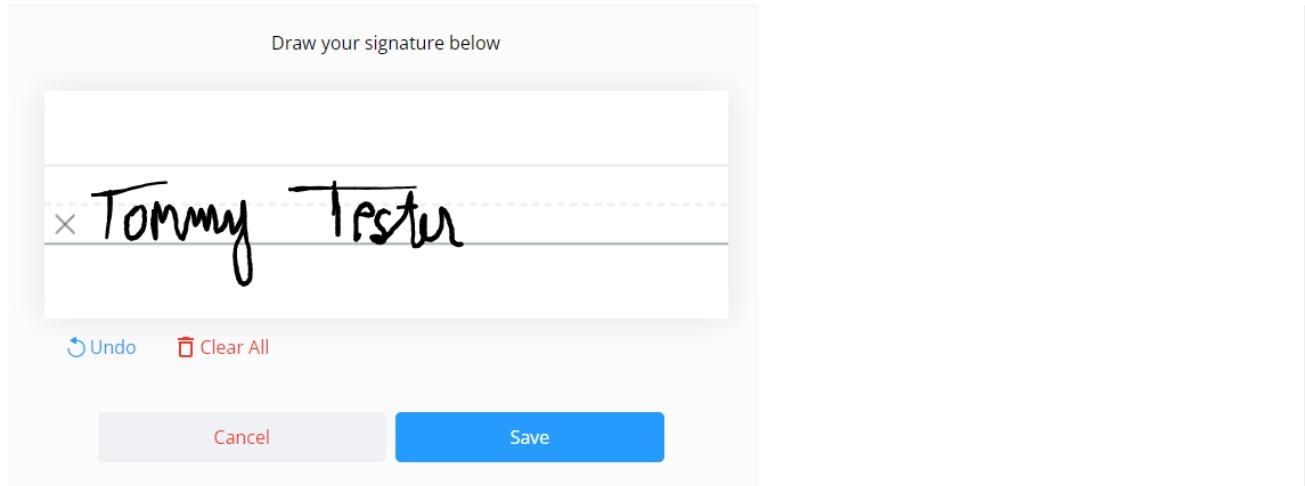
Choose the **Ellipsis** to View PDF, Download PDF, Pay Booking, Sign Contract, View Contract, or Reorder Products.

Reorder Products must be enabled in SKY Admin for this option to be available. For more information on reordering Products, see [here](#).

A notification will be sent to the Grower indicating a Booking needs signed. Selecting **View Contract** will display the contract with the option to download.

Choose **Sign Contract** to display a preview then **Sign Contract** again to enter a signature. Selecting **Save** will display the Booking Contract with signature(s) applied and the option to **Download Contract**.

Note: PKI is added to the document as verification that the Grower has signed the contract.



Booked Products

All Booking information is displayed by product and includes the *Description*, *Quantity*, and *Remaining Quantity*. Select the **Expand** icon to view Bookings including that product.

Bookings		Booked Products			
Filters		Search			
Filtered by					
• Open bookings					
	Description Bagged Fert 10-10-10	Quantity 10.000 Bags	Remaining Quantity 10.000 Bags		
	Description Bagged Fert 19-19-19	Quantity 50.000 Bags	Remaining Quantity 47.000 Bags		
66	Booking Date 06/12/2023	Start Date --	End Date --		
		Booked Total \$225.00	Prepay Balance --		
	Description Clover Seed	Quantity 20.000 Bags	Remaining Quantity 20.000 Bags		