# Farms

Farms may be established to help organize a Grower's Fields. When this relationship is in place, they may be used to filter or select a subset of Fields on some reports and transactions. Farms are required in the Mapping module.

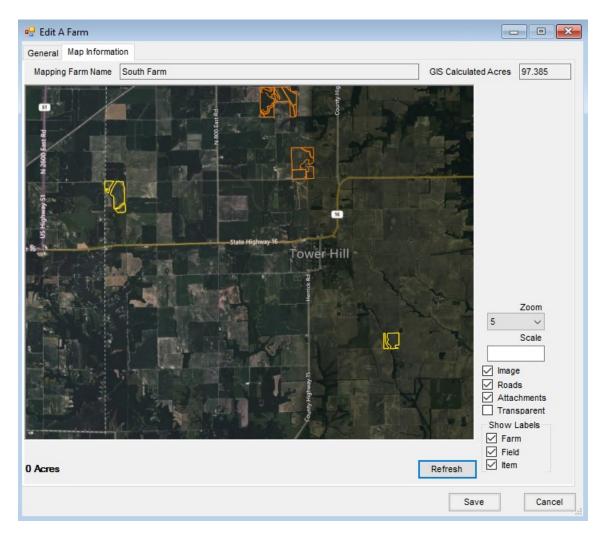Navigate to *Hub / File / Open / Farms*.

## General

Any split arrangements established here may optionally be copied to new Fields associated with the Farm, or the Field split arrangements may be manually entered.



- **Customer** – Enter the primary Grower's Customer ID by double-clicking in the field to display the *Select Customers* window. Each Farm must have a valid Customer that exists in the Customer file.
- **Farm ID** – Enter a Farm ID up to eight characters long. The same Farm ID may be used for several Customers, but a single Customer's Farms must all have unique Farm IDs.
- **Description** – Enter a description of the Farm. This description could be something meaningful to the customer.
- **Customer Split Grid**

- **Customer** – Double-click to select the Customers involved in this Farm. The *Customer Name* also displays in this grid. It is suggested to list the Grower first. In the *Standard* column, enter each Customer's most common split percentage. In the *S-2* column, enter the secondary split arrangement and in the *S-3* column, the third arrangement. Split arrangements are set up at *Setup / Bill Split Arrangements*. The columns must add up to 100 percent.
  - **Split Arrangements** – These predefined split arrangements are provided to help default the line item splits. For more on the setup of split arrangements, see Bill Split Arrangements.
    **Note:** Farm splits may be used to make Assembly Splits in Grain.
- **Farm Notes** – These optional notes print on the Farm Reference List found at *Hub / Reports / Field Reports*.
- **Attributes** – Select this option to add an Attribute for the Farm. Attributes are set up at *Setup / Company Preferences* on the *Farm* tab.
- **Classifications** – Select this option to choose Classifications for the Farm. Classifications are set up at *Setup / Company Preferences* on the *Farm* tab.
- **Map** – When this option is selected, a window displays to view a map of the Fields for the Farm selected.
- **Attachments** – Optionally upload attachments to this Farm file. Attachment names are validated to prevent invalid characters.

# Map Information

Farm maps saved in Agvance Mapping are available to view on this tab. This *Map Information* tab is only available if there are Fields with boundaries in Mapping. Select options on the right depending on how it is preferred to view the map. Choose **Refresh** to have the map reflect those options.