

# Send PDF Files to Grower360

Last Modified on 12/04/2024 3:40 pm CST

PDF files of transactions created in Agvance can be shared with growers through Grower360.

The *API Database ID* must be entered on the *General* tab in Agvance at *Hub / Setup / Company Preferences*.

Documents prior to the *API Database ID* being stored will not show up as a PDF in Grower360 unless the transaction/document is manually opened and resaved.

If this field is blank, contact [support@agvance.net](mailto:support@agvance.net) to ensure this area is populated with the correct information.

The screenshot shows the 'General' tab of the Agvance software interface. The 'Web API Database Connection Information' section is highlighted with a red border. It contains the following elements:

- API Database ID: A text input field that is currently blank.
- Contact SSI Support to complete your setup: A blue hyperlink.
- Set Database ID: A button.
- Activate Mobile Sales: A button.

Other visible settings in the 'General' tab include:

- Mail Host: smtp.office365.com, Port: 587, Use SSL: checked.
- Mail Host Email: Address and Password fields.
- Default timeout for email link (# of days): 30.000.

## Statements

At *Accounting / Accounting Reports / Accounts Receivable / A/R Status*, indicate the *Month* and *Year* of Statements to be sent to Grower360. Optionally check *Missing Only* will send only the Statements not already sent. This sends Statements to Grower360 as well as CRM Customers not sent originally.

Choose **Export**. Statements will display in Grower360.

A/R Status Reports

Customer Balances  
Payment Register  
**Statements**  
Combo Statement  
Customer Change Log  
Cash Receipts Projection  
Volume Statement  
Customer Credits  
Card Activity  
Driver/Salesperson Aging

Select Locations  
All Select

Print  
 Preview  
 Text File  
 PDF File

File Name

Load Set Save Set  
OK Cancel

Print Job Size  
All

Send Statements to Grower360  
Month   Missing Only  
Year  Export