

# Grain Freight

Last Modified on 05/27/2026 2:42 pm CDT

The following covers adding Grain Freight charges on multiple Grain documents and reconciling using the Reconcile Grain Freight utility.

## Setup

### Add Freight on Scale Tickets

1. At *Grain / Operations / Scale Tickets*, add or edit a Scale Ticket.
2. Double-click in the *Freight Vendor* field, and select the Vendor.
3. Select **Charges**.

The screenshot shows two overlapping windows. The background window is titled "Add a Scale Ticket" and contains various input fields. The foreground window is titled "Freight Charges" and displays a table with the following data:

	<Vendor>	Quantity	Rate	Total
1	ABC	62.8900	0.2500	15.72

Below the table, there are fields for "Defaults" (ABC), "Total Freight" (15.72), and buttons for "Add Charge", "Apply", and "Done". In the "Add a Scale Ticket" window, the "Charges" button is highlighted with a red box.

4. On the *Freight Charges* window, choose **Add Charge**.
5. Edit the quantity and rate. Select **Apply**.

### Add Freight on a Shipment

1. At *Grain / Operations / Shipments*, add or edit a Shipment.
2. Double-click in the *Freight Vendor* field and select the Vendor.
3. Select **Charges**.

The screenshot shows the 'Add a Shipment' application. The 'Freight Charges' dialog box is open, displaying a table with the following data:

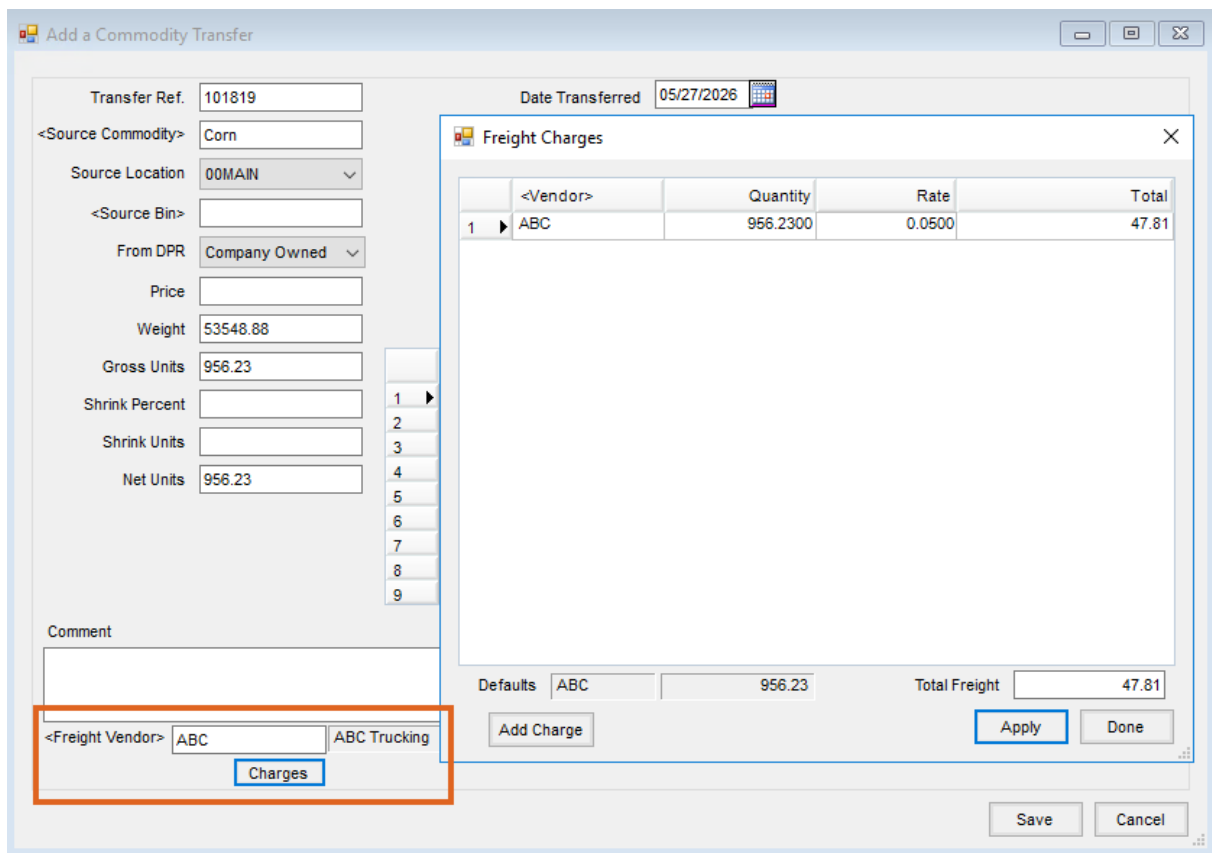
<Vendor>	Quantity	Rate	Total
1   ABC	1000.0000	0.1500	150.00

Below the table, the 'Defaults' section shows 'ABC' selected, 'Quantity' set to '1000', and 'Total Freight' calculated as '150.00'. The 'Charges' button is highlighted with a red box. The main window shows shipment details for Shipment # 1082, Scale Ticket Number 1852, Commodity Corn, and Freight Vendor ABC Trucking.

4. On the *Freight Charges* window, select **Add Charge**.
5. Edit the quantity and rate. Select **Apply**.

### Add Freight on a Commodity Transfer

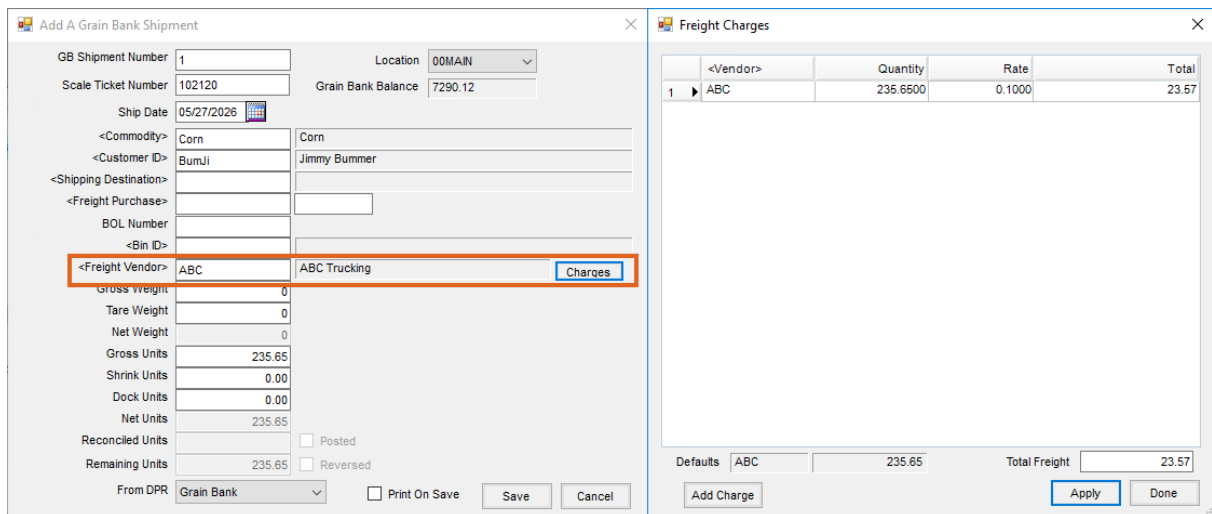
1. At *Grain / Operations / Commodity Transfers*, add or edit a Commodity Transfer.
2. Double-click in the *Freight Vendor* field, and select the Vendor.
3. Select **Charges**.



4. On the *Freight Charges* window, select **Add Charge**.
5. Edit the quantity and rate and choose **Apply**.

### Add Freight on a Grain Bank Shipment

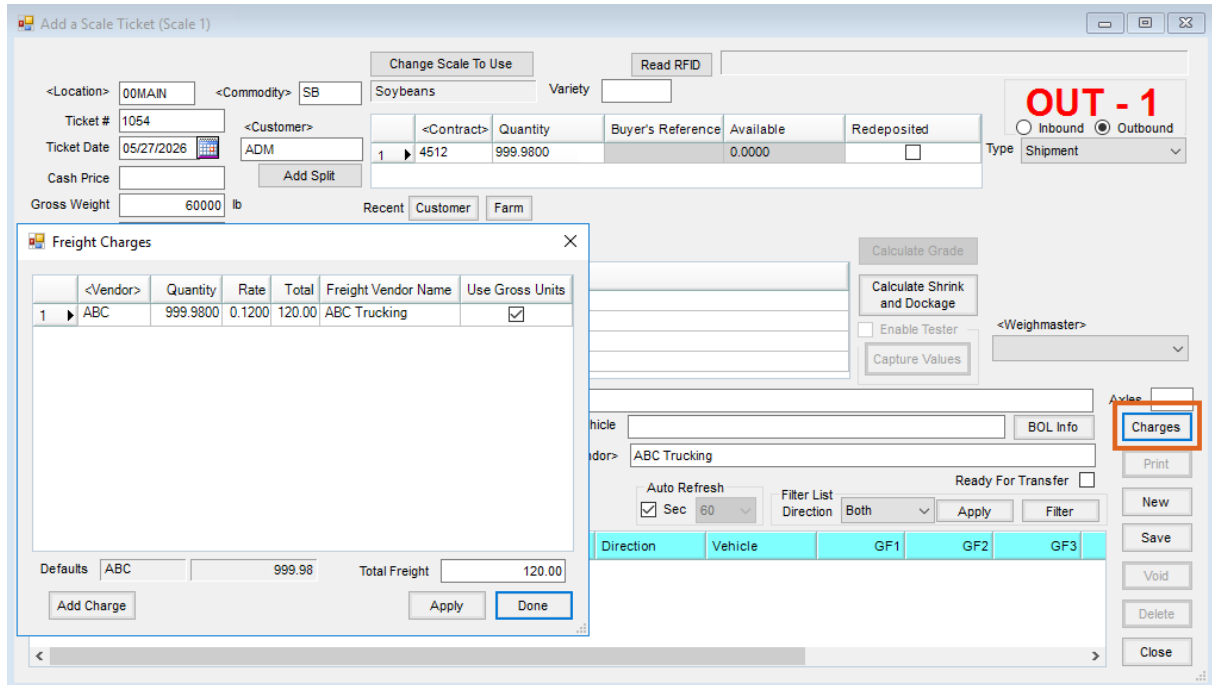
1. At *Grain / Operations / Grain Bank Shipment*, add or edit a Commodity Transfer.
2. Double-click in the *Freight Vendor* field, and select the Vendor.
3. Select **Charges**.



4. On the *Freight Charges* window, select **Add Charge**.
5. Edit the quantity and rate, then choose **Apply**.

## Add Freight on the Scale Interface

1. At *Grain / Operations / Advance Grain Scale Interface / Operations / Scale Ticket*, double-click in the *Freight Vendor* field and select the Vendor.
2. Select **Charges**.



3. On the *Freight Charges* window, select **Add Charge**.
4. Edit the quantity and rate and choose **Apply**.

At the Scale Interface, the *Use Gross Units* option is automatically checked. If net is desired, enter the quantity manually and uncheck the *Use Gross Units* option.

## Reconcile Grain Freight

1. At *Grain / Utilities / Reconcile Grain Freight*, select the Vendor.
2. In the *Filter - Include* section, choose to set a variety of *Source* grid filters to simplify the reconciliation. G/L Accounts populate in the grid as determined by the *Filters* section.

**Note:** With first time use of the Grain Freight Reconciliation, set up default accounts (see the *Grain Ledger GL Posting Accounts* tab).

3. Mark the checkboxes in the grid to select the *Source* items to reconcile.

Grain Freight Reconciliation

<Freight Vendor> ABC ABC Trucking

Source	BOL	Ref Num	Date	Commodity	Location	Rate	Quantity	Est. Total\$	Actual \$	Post AP Bill	Date Recon
<input checked="" type="checkbox"/> ScaleTicket		104201	05/20/2026	Corn	01IND	0.1000	1044.6400	104.46	103.75	<input checked="" type="checkbox"/>	
<input checked="" type="checkbox"/> Shipment		1083	05/20/2026	Corn	01IND	0.3000	900.0000	270.00	265.32	<input checked="" type="checkbox"/>	
<input checked="" type="checkbox"/> GBShipment		317	05/20/2026	Corn	01IND	0.1000	235.6500	23.57	24.25	<input checked="" type="checkbox"/>	
<input checked="" type="checkbox"/> CommTrans		906201	05/20/2026	Corn	01IND	0.0500	1000.0000	50.00	50.00	<input checked="" type="checkbox"/>	

Filter

Include

Scale Tickets Post to Purchases

Shipments Post to Sales

Grain Bank Shipments Post to Sales

Commodity Transfers Default Freight Acc

Date Range

05/27/2026

05/27/2026

Commodity All

Location All

Apply Filter

Post AP Bill for Freight Amount

Bill Date 05/27/2026

Due Date 05/27/2026

Invoice # 102120ABC

Description

1099 Amount

Terms

Gross \$ 443.32

Discount

Net \$ 443.32

Apply

Tag All Untag All

Total Estimated 448.03

Total Actual 443.32

Surcharge Percentage

Apply Surcharge

Selected

Total Estimated 448.03

Total Actual 443.32

Post

Print Cancel

<G/L>	Description	\$ Amount
1	5811000-03 Purchases - Corn...	103.75
2	4611000-03 Sales - Corn Bulk	265.32
3	4611000-03 Sales - Corn Bulk	24.25
4	6100000-03 Freight Expense	50.00

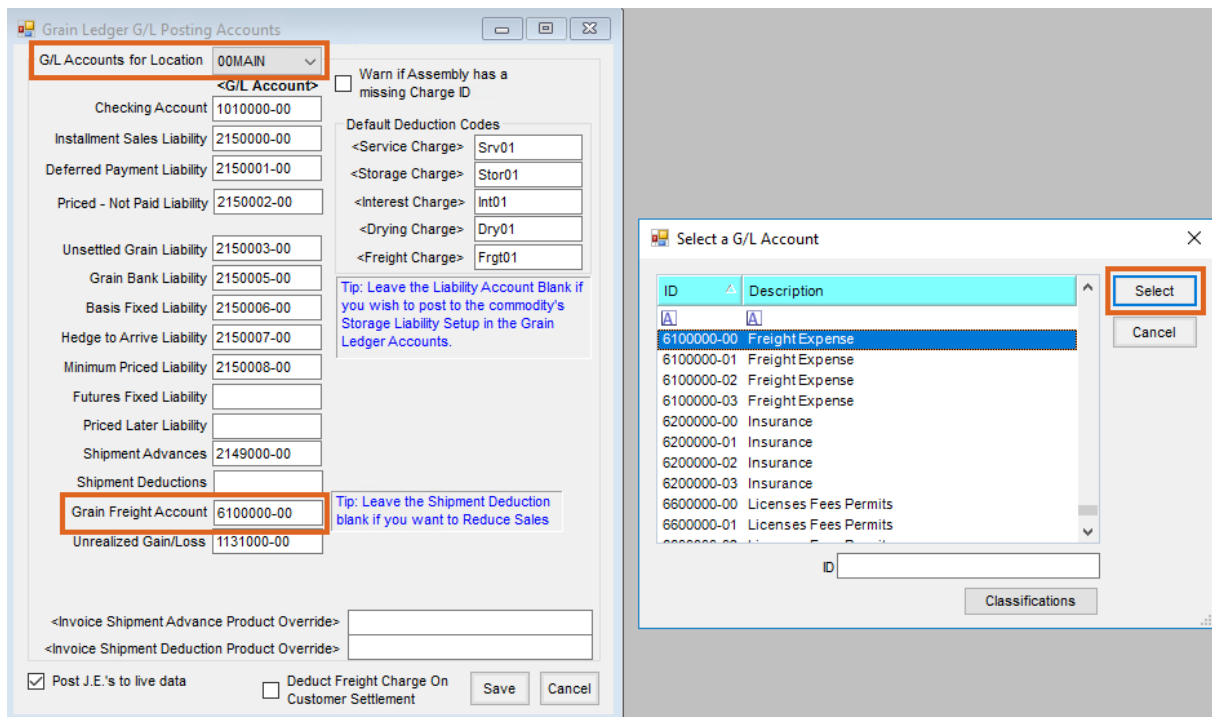
4. Verify the reconcile *Actual \$* are correct.
5. In the *Post AP Bill for Freight Amount* section, add the *Invoice #* and select **Apply**.
6. Select **Print** to print the grid and then **Post**.

## Notes

1. If the *Source* checkbox is unchecked in error and is checked again, the *Post AP Bill* checkbox must also be checked again if wanting to create an AP Bill in Accounting.
2. To reconcile freight already paid through Accounting or entered in error, check the *Source* checkbox and uncheck *Post AP Bill*. This reconciles the item without creating an AP Bill.
3. If a *Source* is reconciled in error without *Post AP Bill* checked, a manual AP Bill can be created in Accounting. A *Source* cannot be un-reconciled.

## Grain Ledger GL Posting Accounts

1. At *Grain / Setup / Grain Ledger G/L Posting Accounts*, designate a default Grain Freight Account for each Location.
2. Select a Location from the *G/L Accounts for Location* drop-down.
3. Double-click the *Grain Freight Account* field to choose an account from the *Select a G/L Account* window, then choose **Select**.

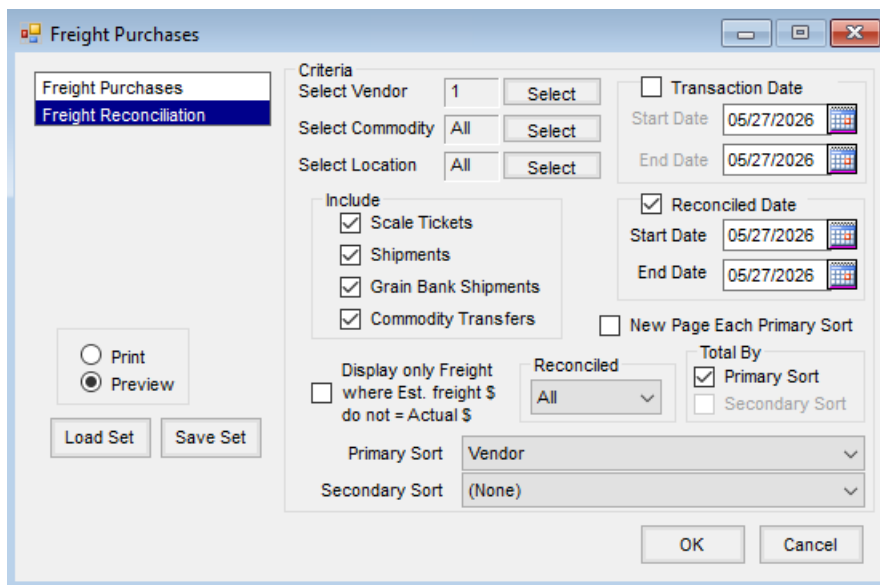


4. Select **Save** on the *Grain Ledger G/L Posting Accounts* window. Repeat for additional Locations as needed.

## Reports

A report of all details of Freight Purchase paid accounts can be run at *Grain / Grain Reports / Freight Purchases / Freight Reconciliation*.

1. Indicate a Vendor by choosing **Select**, check the *Reconciled Date* option, and enter a *Start Date* and *End Date*.



2. Select **OK**.

3. The report can be sent with the AP Check to the vendor.

# Freight Reconciliation Report

Reconciled - All

Reconciled Date Range 05/27/2026 - 05/27/2026

Vendor ID	Source	BOL	Ref. Number	Customer (ID) Name	Trans. Date	Commodity	Location	Rate	Quantity	Est. Total \$	Actual \$
ABC	Shipment		1082	(ADM) ADM	05/27/2026	CN	East	0.1500	1,000.0000	150.00	150.00
ABC	Comm Transfer		101819		05/27/2026	CN	North	0.0500	956.2300	47.81	47.81
Total for ABC Trucking (ABC):									1,956.2300	197.81	197.81
Grand Total:									1,956.2300	197.81	197.81

To run a report of freight accrual balances for month-end Journal Entries, set *Select Vendors*, *Select Commodity*, and *Select Location* to *All*.

1. Ensure the *Dates* filters are not checked, and set the *Reconciled* option to *No*.

The screenshot shows the 'Freight Purchases' dialog box with the following settings:

- Criteria: Select Vendor: All, Select Commodity: All, Select Location: All
- Transaction Date: Start Date: 05/27/2026, End Date: 05/27/2026
- Reconciled Date: Start Date: 05/27/2026, End Date: 05/27/2026
- Include:  Scale Tickets,  Shipments,  Grain Bank Shipments,  Commodity Transfers
- Display only Freight where Est. freight \$ do not = Actual \$:
- Reconciled: **No** (highlighted with a red box)
- New Page Each Primary Sort:
- Total By:  Primary Sort,  Secondary Sort
- Primary Sort: Vendor
- Secondary Sort: (None)

2. Select **OK**.