

# Paid Bookings for Products Tied to Commodities

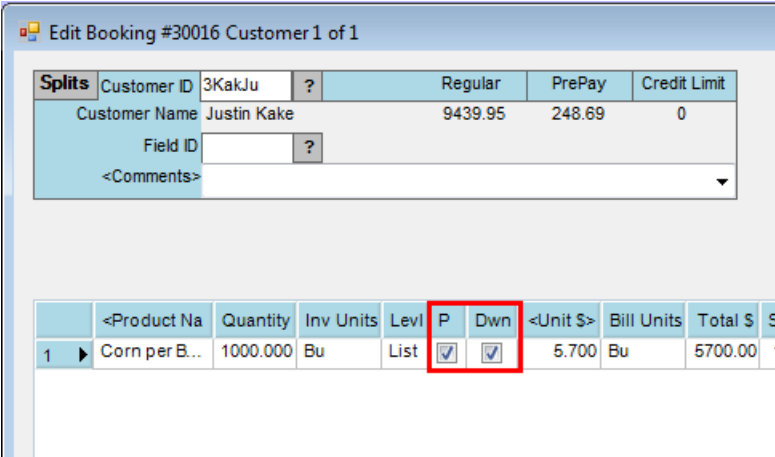
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## Overview

Often a customer wants to pay for a commodity that is purchased before it is actually delivered. One way to handle this is by entering a Prepaid Booking that creates a Sales Contract in Grain. Following are the steps to do this as well as what to do if the customer does not take delivery of the entire booked amount and a refund needs to be issued.

## Setup

Create or edit a Booking for a Commodity in Grain. Click on the *P* and the *Dwn* boxes. This will mark the Booking as a Down Payment Prepaid Booking.



Double click in the box. The *Calculate Prepay* box will open. Since the booking is tied to Grain, a requirement of the booking is that 100% of the total \$ must be down paid. The dollars can be calculated by one of three methods. In this example, *Percent of Total \$* was used and '100' was entered in the *Amount* box. The Total Down Payment now calculates out to the total amount of the booking. Click **Done**.

ts	Total \$	S#	<%>	Your Share	<Amt Paid>	Quant Left	Dollars Left	Invoiced Quantity	Print Lineit
	5700.00	1	100.0000	5700.00	5700.00	1000.000	0.00	0.000	0

Calculate Prepay for CnBlkE/CornBu

Product Name	Quantity	Billing Unit	\$/Unit	Total \$
Corn per Bushel	1000.000	Bu	5.700	5700.00

The down payment amount will be saved with the booking as an amount per billing unit. Type in an amount, select a calculation method and click "Calculate Down Payment". Agvance will calculate the amount per billing unit and then calculate the Total Prepay Amount. Because of rounding, the down payment may not match the amount specified.

Amount:

Percent of Total \$  
 Per Billing Unit  
 Dollars

Down Payment per Unit	Quantity	Total Down Payment
5.700	1000.000	5700.00

Payment on Accounts

Date: 12/03/2013 Payment Number: 30017

<Customer ID>: 3KakJu Justin Kake

Payment Amount:  Regular

Discount Amount:  <Disc Acct>: 4100-03

Total Credit:  Control #:

	Regular	Prepay	U/A Cash	Budget
Before	9439.95	5700.00	0.00	0.00
After	0.00	5700.00	0.00	0.00

Description:

Sort Invoices by: Standard

Pay Method	Ref #	Pay Amount
1 Check		

Once the Booking is saved, the *Payment on Accounts* screen will populate allowing the payment information to be entered. The customer's account will now show that they have Prepaid Dollars.

In the event the whole booking is not utilized, the prepaid dollars can be refunded using the following steps.

Create an Invoice for the customer. Select the product on the booking twice. The units remaining will be entered in the *Quantity* column as both a positive and a negative so the quantity will be zeroed out.

On the *Positive Quantity* line, enter both a positive and a negative amount on each line to consume the booking. This will close the booking and the corresponding sales contract in Grain. The negative quantity line will have the same Unit \$ so both lines zero each other out for dollars.

In the end, the prepay will be consumed and a credit invoice will be generated for the customer.

Add Invoice #30074 Customer (3KakJu) 1 of 1

Invoice Analysis Tax Additional Info Source Tickets Booking Recap MFT Details

<b>Split</b>	ID	3KakJu	?	Grain Balances	Regular	PrePay	UAC	Credit Limit
Customer	Justin Kake		9439.95	248.69	0.00	0		
Field ID	?							
Tickets								
<Comments>								

Invoice Date 12/05/2013  
 Due Date 01/04/2014  
 Price By Products  
 Price Default Individual  
 Terms F2

	<Product Name>	Quantity	Inv	Level	Status	<Unit \$>	Bill	Total	Split	<%>	Your Share	Tax	<Container ID>	Dept ID	Prod ID	Tax Exempt Rea
1	Corn per Bushel	43.630	Bu	Book	DwnPmt	5.700	Bu	248.69	1	100.0000	248.69			CnBlkE	CornBu	
2	Corn per Bushel	-43.630	Bu	List		5.700	Bu	-248.69	1	100.0000	-248.69			CnBlkE	CornBu	

Bar Code

Extra Charges Discount Programs

Apply Rollups

Print Method 1. No Roll up

Apply To All Customers

Subtotal	0.00
Prepay \$ Used	248.69
Sales Tax	0.00
Amount Due	-248.69

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