DTN Import of Contracts

Last Modified on 11/06/2024 11:00 am CST

DTN Contracts may be imported into the Agvance Grain module.

DTN

To import DTN contracts into Agvance Grain, the company must establish an External Account. Enter the Agvance customer ID value in the new external account displayed for each DTN customer.

To add the External Account, go to *Manage External Account Data Collections* and select **Add External Account**.

Creating an Offer Contract for New Customer

In this example, a new Customer wants to create an Offer Contract for CN. Once the price matches the offer, that accepted offer is imported into Agvance Grain as a Purchase Contract.

Add the Customer in Agvance.

Add the customer in DTN by going to *Manage Users and Groups* and selecting **Add Customer**. Mark the *Subscribe to the Online Offer Center* checkbox at the bottom of the *Add Customer* tab. At the bottom of the *Add Customer* tab in the *External Accounts* section, select **New ID**.

The *Create New External Customer ID* window displays. Select the *External Account Type* created for Agvance.
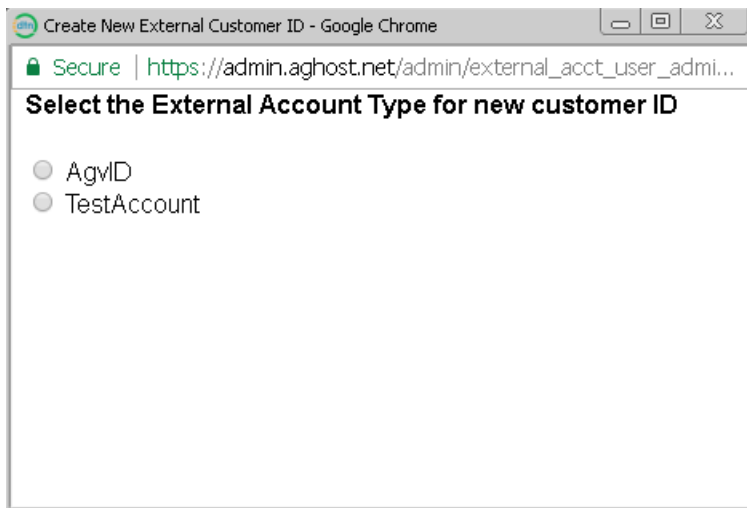
When the *External Account Type* that was set up for Agvance Customer IDs is selected, the following window displays.

Set the *Customer ID* value equal to the Agvance Customer ID and select **Add New User**. The screen returns to the *Add Customer* page.
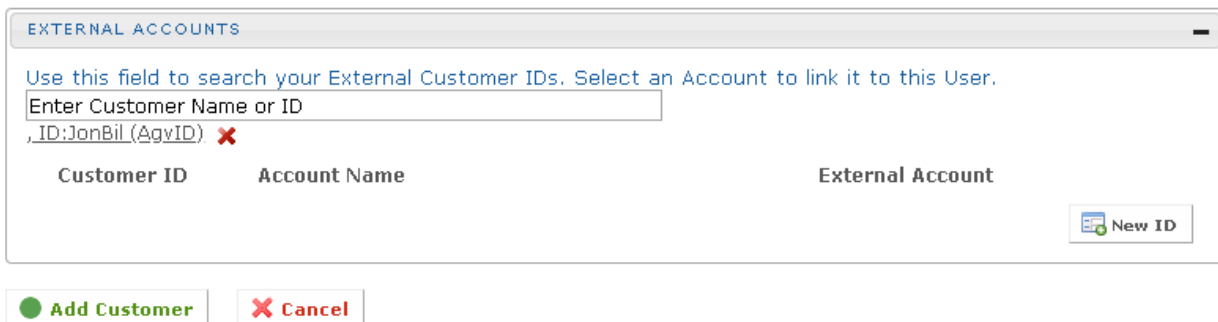
Select **Add Customer**.

Add the offer contract in the DTN portal. Go to *Transact / Offers / Contracts*, enter the offer information, and choose **Submit for Confirmation**.

Transact

Name:
Bill Jones (test@) ✖ ⬈ New
Bill Jones (test@gmail.com)

External Account:
, ID:JonBil ▼
Search External Accounts...

Location:	**Commodity:**	**Offer Type:**	**Offer To:** ?
Main Location ▼	Corn ▼	Cash ▼	Sell ▼

Delivery Period:	**Contract / Symbol:**	**Basis:**	**Basis Lock:** ?
04/30/2024 ▼ ➕	May 24 / @C8K	-0.53	YES NO

Delivery Method:	**Delivery Start:**	**Delivery End:**	**Your Offer Will Expire On:**
Deliver (DEL) ▼	04/01/2024 📅	04/30/2024 📅	04/30/2024 📅 3 PM ▼

Quantity:	**Cash Bid:**	**Offer Price:**	**@Market:** ?
8000 Bushels	3.3275 USD	3.3275 ⌃⌄ USD	YES NO
	Last 04/13/2024		

Comments:
Test to see if these come into agvance

Alternate Contact:

Terms, Conditions & Fees:

☑ Check box to acknowledge you have read, understood, and are in agreement of the terms, conditions and fees described above.

[Submit for Confirmation]   [Cancel]

The *Confirm Offer* window displays.

Confirm Offer

[Back] [Cancel]

Name:	**Bill Jones (test@gmail.com)**
Location:	**Main Location**
Commodity:	**Corn**
Offer Type:	**Cash**
Offer To:	**Sell**
Delivery Period:	**04/30/2024**
Contract/Symbol:	**May 24 / @C8K**
Offer Quantity:	**8000**
@Market:	**NO**
Basis:	**-0.53**
Basis Lock:	**NO**
Offer Price:	**3.3275**
Delivery Method:	**Deliver (DEL)**
Delivery Start:	**04/01/24**
Delivery End:	**04/30/24**
Offer Expiration Date & Time:	**04/30/24 3PM**
Comments:	**Test to see if these come into agvance**

[Create **Offer**]   [Create **Contract**]   [Create & **Place Hedge**]

[Create **Soft Offer**]

Select **Create Offer** and the *Offer Completed* window appears.

Offer Completed

Back   Cancel

Offer ID:	3283424
Name:	Bill Jones (test@gmail.com)
Location:	Main Location
Commodity:	Corn
Offer Type:	Cash
Offer To:	Sell
Delivery Period:	04/30/2024
Contract/Symbol:	May 24 / @C8K
Offer Quantity:	8000
@Market:	NO
Basis:	-0.53
Basis Lock:	NO
Offer Price:	3.3275
Delivery Method:	Deliver (DEL)
Delivery Start:	04/01/24
Delivery End:	04/30/24
Offer Expiration Date & Time:	04/30/24 3PM
Comments:	Test to see if these come into agvance

Close

The newly added offer displays in the *New Offers* grid. The Offer Contract must be acknowledged. In the *Action* column, select *Acknowledge*.

New Offers (Top 10) 11:14:46

	Name	Qty	Sym	To Hit^	Action	?
💬	Jones, Bill	8,000	@C8K	-0.0050	⌄	

Acknowledge
@Limit
Decline
Withdraw
Buy Now
@Target
Counter
@Market

Cash Bids 11:15:16
Main Location   Corn

Transact	Delivery	Bid Price	Basis
Transact	04/30/2024	3.3275	-0.53

Once the offer is acknowledged, it is included in the *Acknowledged Offers* list.

Acknowledged Offers (Top 20) 11:16:44

Offer ID	Commodity	Name	H	Qty	Cash	Futures	Basis	Sym	To Hit^	Del. End	Action	?
3283424 💬	Corn	Jones, Bill		8,000	**3.3275**	3.8575	-	@C8K	-0.0025	04/30/24	⌄	

Acknowledged Positions (Top 20) ? 11:16:44

Commodity^	Type	Sym	Futures	To Hit	Expires	QTY(BUY)	Hedges(SELL)	QTY(SELL)	Hedges(BUY)	Balance	Action

When the price of the Commodity reaches the offered price, the acknowledged offer moves to the *Contracts/Accepted Offers* grid and can be imported into Agvance.

In Grain, navigate to *Transfers / Import / Import DTN Contracts.*

Agvance Import Setup

- **Commodities / XRef** – Cross-reference an Agvance Commodity to a DTN Commodity by the name DTN displays. *Futures Contract Size* is also set in this area for each Commodity.
- **Locations / XRef** – Cross-reference the Agvance Locations with the DTN Location by the name DTN displays. **Note:** For RVC, the location setup is handled differently.
- **DTN Login / Agvance Salesperson** – Cross-reference the DTN user's login information with an Agvance Salesperson on all contracts for the DTN user. If no user is cross-referenced, the *Default Salesperson* is used.

- **Bid Criteria / XRef** – Cross-reference an Agvance Bid Criteria with a DTN Delivery Basis when not being used for the RVC location reference and the *Use Bid Criteria Xrefs to Assign Location* option is unchecked. With the *Use Bid Criteria Xrefs to Assign Location* option selected, the *Bid Criteria / XRef* grid is cross-referenced with a DTN Location name (that DTN displays) and also an Agvance Location ID.

- **DTN Customer ID Field** – Cross-reference a DTN Customer ID to an Agvance Customer ID.


- **Import remarks from the DTN offer record into the Comments of the new purchase contract option** – Import the latest comment from DTN into the Purchase Contract comments.

- **Disposition Contract Format** – Specify the printing formats for each contract type *BF* (Basis Fixed), *HTA* (Hedge to Arrive), and *Priced*. These are required selections. These formats print according to the Agvance user's global location, not the location of the DTN contract.

- **Credentials** – Enter the login credentials for the DTN portal.

- **Print Options** – Open the *DTN Print Options* window where each global Location printer and number of copies can be set up. This is helpful in cases where DTN contracts imported into other Locations will print on different printers.

- **Default Futures Contract Location and Default Broker** – Set up defaulting information for the Futures Contracts made from importing DTN contracts with Hedge Orders.

Import
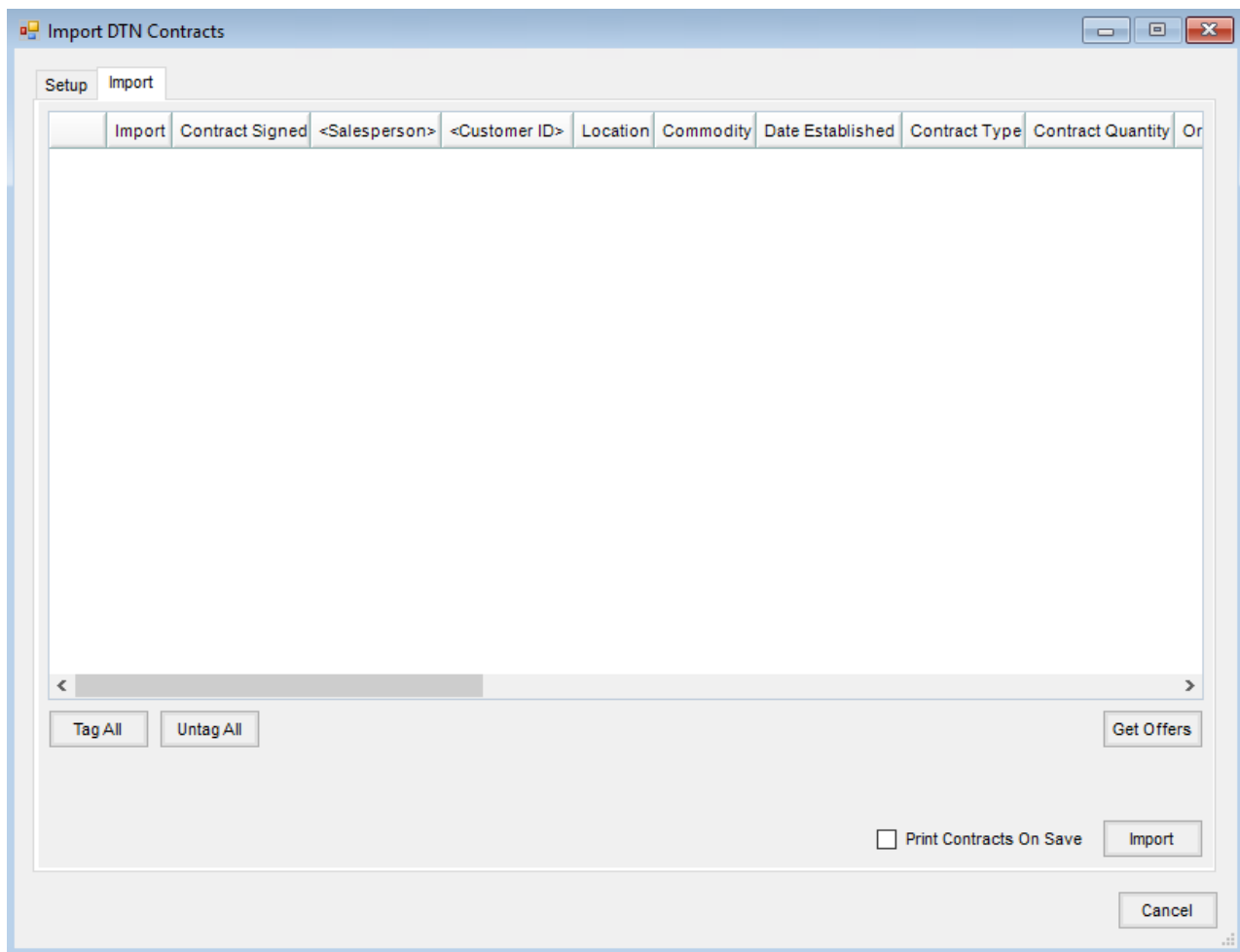
The DTN offers are imported into the *Import* tab. Certain elements may be edited such as the Salesperson, Customer ID, whether the contract is signed or not, FOB status, Farm ID, and pricing notes to appear on the contracts once imported.

Selecting **Get Offers** pulls in any DTN offers that are within the last 10 days and have not already been imported into Agvance.

If any of the offers in the grid have the *Import* column checked, selecting **Import** turns the information in the grid into actual Purchase Contracts and futures for any offers with Hedge Orders.

The *Print Contracts On Save* checkbox defaults to the last used setting.