Shipments in Grain

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Overview

A Shipment in Grain is the outbound transaction of grain moving from an elevator to a farmer, processor, or terminal. Shipments can be Contract, Spot, Priced Later, or Redeposit.

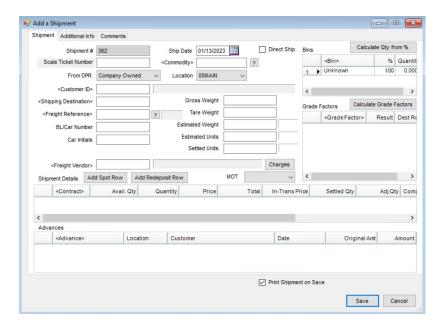This is similar to a Scale Ticket and can be by truck or rail load.

Sometimes these are entered as estimated units or weights until received from processor. Grade Factors can be entered to compare elevator/processor results.

Note: Redeposit is elevator-owned grain stored at another facility.

A Direct Shipment is the outbound transaction of grain moving from a farmer to a processor or terminal under an elevator's name.

Process

Document the movement of grain out of the elevator in which Sales Contracts were made.

1. Navigate to *Grain / Operations / Shipments* and choose **Add**, or select the **Add a Shipment** icon.

   Note: Shipments can also be created from Outbound Scale Tickets within Grain Scale Interface.

2. On the *Add a Shipment* window, enter the *Shipment #*. This may automatically populate if auto numbering is enabled. The *Ship Date* defaults to the current date but may be edited.

   - The *Additional Info* tab allows for the recording of *Axles*, a *Release Number*, *Lot Number*, *Vehicle*, *Trailer*, *Seal Numbers*, and *Destination Information*.

- The *Comments* tab allows comments to be recorded by typing in the *Comment* area and choosing **Accept**. Additional comments are added by selecting **Add Comment** and repeating the steps above. Add a previously saved comment by double-clicking in the *Comment* area, selecting the comment to use, and choosing **Accept**.

3. Enter the *Estimated Weight* or *Estimated Units*, *Commodity*, and *Customer ID*. Additional information may also be entered.

4. In the *Shipment Details* grid, double-click on *Contract* and select the Sales Contract desired. Non contract volume can be added by selecting **Add Spot Row**. *Quantity*, *Price*, and *In-Trans Price* can be edited in the grid as needed. Optionally enter a *Basis Price*.

   Note: Selecting a Sales Contract automatically populates some of the information mentioned above.

5. If freight is to be paid, double-click in the *Freight Vendor* field. Highlight the vendor and choose **Select**. Choose **Charges** and, on the *Freight Charges* window, select **Add Charge**. Enter the *Quantity* and *Rate* then select **Done**.

6. Double-click on *Bin*, highlight the bin(s) from which the grain is drawn, and choose **Done**. Enter the *Quantity* to be drawn from each bin or enter the *%* and select **Calculate Qty from %**. Agvance then calculates the quantity from each bin.

   Note: *Estimated Units*, the total of *Quantity* units in the *Shipment Details* grid, and the total *Quantity* in the *Bins* section must be equal.

7. Grade factor values for the selected commodity can be added by double-clicking on *Grade Factors*. Highlight the factor and select **Done**. Enter the *Result* value.

8. If an advance has been received, double-click on the *Advance* column heading to attach it to the Shipment. On the *Select Shipment Advance* window, highlight the advance and select **Done**. Enter the *Amount*.

9. Select *Print Shipment on Save* if desired and choose **Save**.