

Purchase Offer Contracts - SKY Grain

Last Modified on 07/21/2025 9:08 am CDT

When opening *Inbound* in SKY Grain, a grid displays to show Purchase and Purchase Offer Contracts. For more information on how this grid works, see [Using Grids in Agvance SKY](#).

Note: Purchase Offer Contracts are only available to those with the permission enabled in SKY Admin.

	Customer ID ↑	Customer Name ↑	Location ↑	Commodity ↑	Date ↑	Contract QTY	Futures Month ↑	Futures Offer Price	Cash Offer Price	Basis Offer Price	Expi
<input type="checkbox"/>	AndBa	Barry Anderson	01IND	Corn	11/19/2024	5,000	NOV24	0.00	3.49	0.00	

Contracts listed can be filtered by selecting the **Filters** icon and specifying criteria.

Use the *Search* bar to find specific contracts. Under the **Ellipsis** of the *Search* bar, there are options to *Delete Contracts*, *Reprint Contracts*, or *Mark as Expired*. These are available when contracts have been checked in the far left column, giving the ability to perform these actions for multiple Contracts rather than individually. Reprinting multiple Contracts at the same time opens each in a new tab to either download or send to a printer.

Note: The *Require reason for changes* preference in Windows Agvance at Grain / Setup / Preferences, must be turned off for the *Delete Contracts* option to be enabled.

Select a Purchase Offer Contract number to view the contract.

Options to **Edit**, **Print**, and **Delete** a Purchase Offer Contract are available in the far right columns of the grid.

Add a Purchase Offer Contract

Select the blue + to add a contract.

General Information

Contract ID*

Customer ID* X
Start typing, or select from list

Location* X
Start typing, or select from list

Commodity* X
Start typing, or select from list

Salesperson

Contract Format

Date Established*

MM/DD/YYYY

Expire Date

MM/DD/YYYY

Contract Signed Print contract on Save

1. Enter the *Contract ID* (if auto-numbering is not turned on), and select the *Customer* from the drop-down.
2. Indicate the *Location* and *Commodity*.
3. A *Salesperson* and a *Contract Format* can be selected from the drop-downs.
4. Indicate the *Date Established*. Today's date defaults but this can be changed. The *Expire Date* can also be chosen.
5. If the Contract has been signed, check the *Contract Signed* box.
6. Checking *Print contract on Save* will open the Contract in a new tab, giving the ability to download the Contract or send to a printer.

Contract Details

Contract Type Priced ▼	Contract Quantity* 5000	Offer Status Open ▼	Destination ▼
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Open New Crop

1. Select the *Contract Type*.
2. Enter the *Contract Quantity*.
3. Indicate the *Offer Status* (*Open, Filled, Expired, Canceled*) and the *Destination* from the drop-downs.
4. Choose *Open* or *New Crop*.

Pricing

Cash Offer Price* 3,49	Futures Month ▼	Exchange ▼	Bid Criteria Delivered ▼
Pricing Note 0 / 10	Get Price		

1. Enter the *Cash Offer Price*.
2. Select the *Futures Month*, *Exchange*, and *Bid Criteria* from the drop-downs.
3. A brief *Pricing Note* can be entered.
4. Selecting **Get Price** opens the *Select a Futures Price* window. Results display based on filters selected. Make any necessary selections in the *Filter Information* area and choose **Apply Filters**. Alternatively, choose **Clear All Filters** to display all Futures Prices. Check the desired Futures Price row then choose **Select Price**.

Select a Futures Price

	Commodity	Location	Exchange	BidCriteria	Futures Month	FM End Date	Futures Pr
<input type="checkbox"/>	Winter Wheat				Sep20	10/01/2021	0.0000
<input type="checkbox"/>	Winter Wheat				Dec20	01/01/2022	0.0000
<input checked="" type="checkbox"/>	Corn	00MAIN		Delivered	NOV23	11/30/2023	3.4900

Filter Information

Commodity: Location: Exchange: Bid Criteria: Futures Month:

Date On or After [Apply Filters](#) [Clear All Filters](#)

Import To Futures Import To Basis

[Cancel](#) [Select Price](#)

Grading Factor & Schedule

1. Select **Add Grade Factor** to choose from the list of Grade Factors that displays. Once the Grade Factor is selected, choose **Assign Grade Factor** to apply to the Contract.

Note: Multiple Grade Factors on different Schedules cannot be selected. If two Grade Factors on different Schedules are chosen, a prompt will display asking which Grade Factor should be removed from selection.

	Commo... ↑	Grade F... ↑	Schedule ↑	Descrip... ↑	Master
<input type="checkbox"/>	Corn	DMG		Damage	true
<input type="checkbox"/>	Corn	FM		FM	true
<input type="checkbox"/>	Corn	HD		Heat Dama...	true
<input checked="" type="checkbox"/>	Corn	Weevils		Weevils	true
<input checked="" type="checkbox"/>	Corn	Moisture	Store	Drying Cha...	false
<input type="checkbox"/>	Corn	Moisture	Cash	Drying Cha...	false
<input type="checkbox"/>	Corn	Moisture	NonCas	Drying Cha...	true
<input type="checkbox"/>	Corn	Sour		Sour	true
<input type="checkbox"/>	Corn	Musty		Musty	true

[Cancel](#) [Assign Grade Factor](#)

2. Selecting **Add Schedule** displays a *Schedule Type* drop-down. Choose from the list then select **Apply Schedule**.
3. Once Grade Factors and Schedules are applied, they will display in a grid.

 0	 0	 Export	
<input type="checkbox"/>	Grade Factor ↑	Schedule ↑	
	 Filter	 Filter	
<input type="checkbox"/>	Weevils		
<input type="checkbox"/>	Moisture	Store	

Deliveries

1	Start Delivery* <input type="text" value="04/08/2024"/>  <small>MM/DD/YYYY</small>	Complete Delivery* <input type="text" value="04/12/2024"/>  <small>MM/DD/YYYY</small>	Quantity* <input type="text" value="2500"/>	
2	Start Delivery* <input type="text" value="04/15/2024"/>  <small>MM/DD/YYYY</small>	Complete Delivery* <input type="text" value="04/19/2024"/>  <small>MM/DD/YYYY</small>	Quantity* <input type="text" value="2500"/>	

[+ Add Another Delivery](#)

1. Enter the *Start Delivery* date, *Complete Delivery* date, and *Quantity*.
2. Choose **+ Add Another Delivery** if another date range and quantity needs entered.

Comments

1. Enter any applicable *Comments*.
2. Choose **Select Saved Comments** to choose from a list of saved Comments.
3. Choose **Clear** to remove comments and **Add** for any additional notes.
4. Use the navigation on the left to return to different sections of the contract for review/editing. When finished, select **Save & Start New** to save the offer and start a new one or **Save Contract & Close** to save the offer and return to the Purchase Offer Contract list.