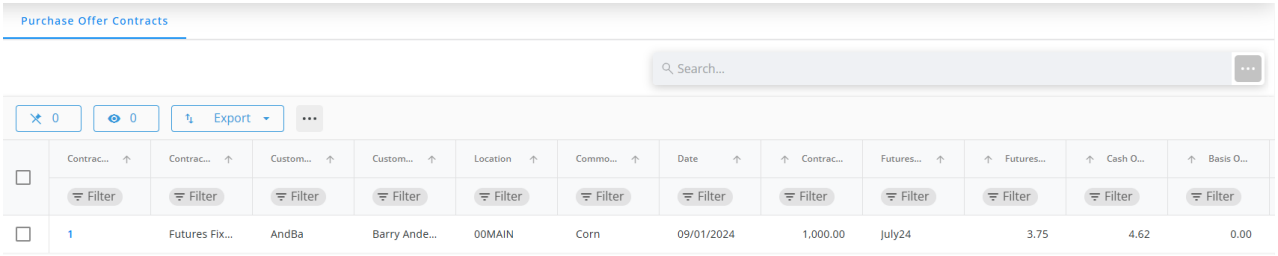
Purchase Offer Contracts - Agvance SKY Grain

Last Modified on 08/05/2026 12:53 pm CDT

When opening *Inbound* in Agvance SKY Grain, a grid displays to show 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 Role permission enabled in **Agvance SKY Admin**.



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 Agvance Windows at *Grain / Setup / Preferences*, must be turned off for the *Delete Contracts* option to be enabled.

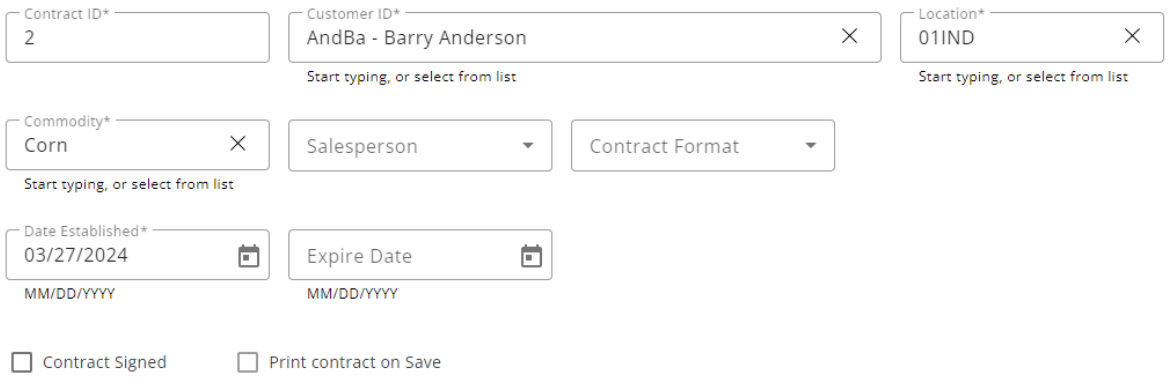
Select a Purchase Offer Contract number to view the contract.

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

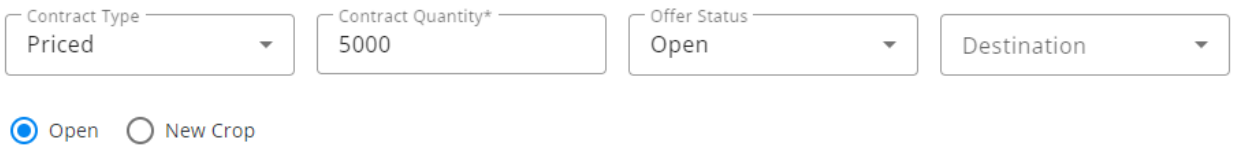
Select the blue **+** to add a contract.

General Information



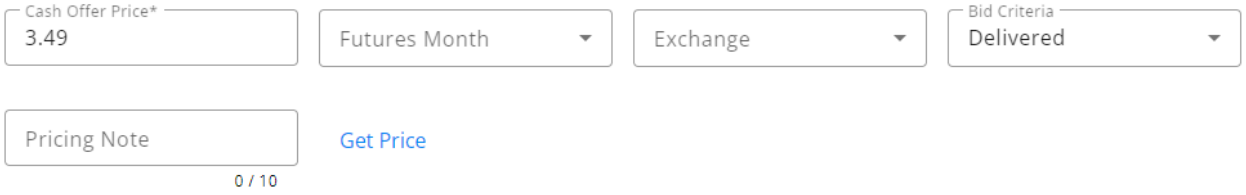
1. Enter the *Contract ID* (if auto-numbering is not turned on), and select the *Customer* from the drop-down.
2. Indicate the *Location* and *Commodity*.
3. A *Salesperson* and a *Contract Format* can be selected from the drop-downs.
4. Indicate the *Date Established*. Today's date defaults but this 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

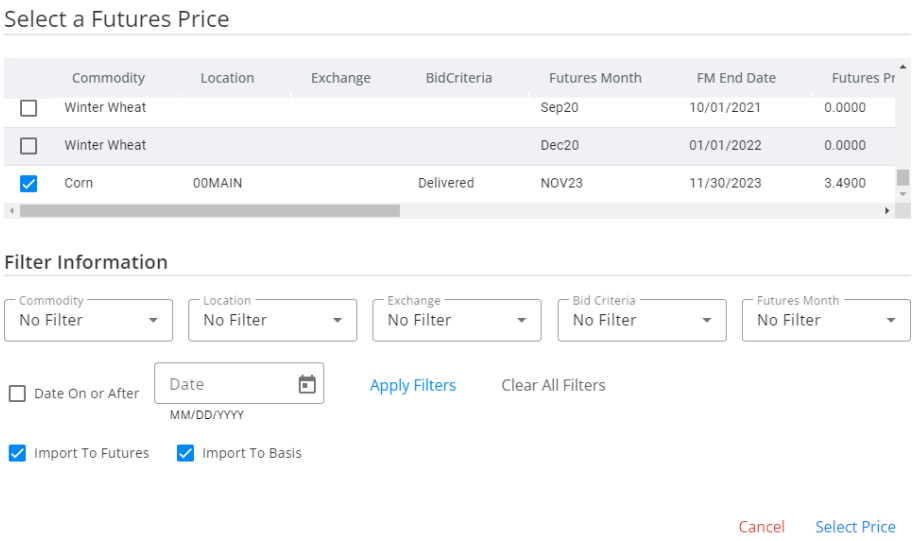


1. Select the *Contract Type*.
2. Enter the *Contract Quantity*.
3. Indicate the *Offer Status* (*Open*, *Filled*, *Expired*, *Canceled*) and the *Destination* from the drop-downs.
4. Choose *Open* or *New Crop*.

Pricing



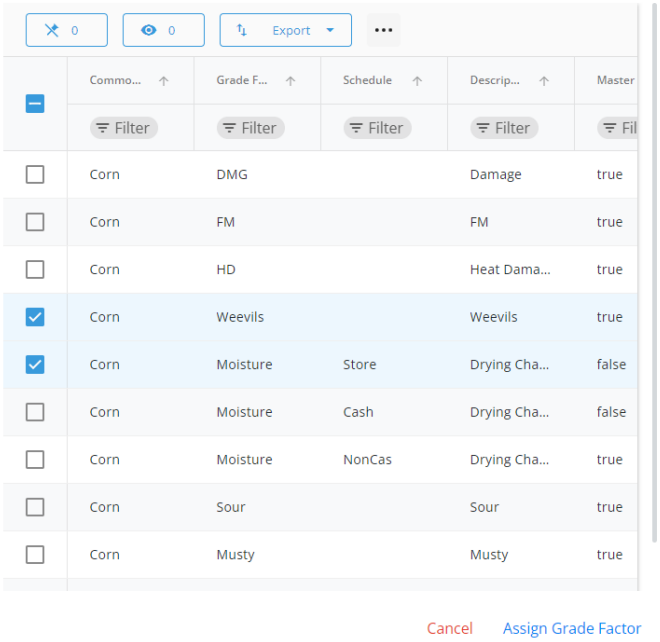
1. Enter the *Cash Offer Price*.
2. Select the *Futures Month*, *Exchange*, and *Bid Criteria* from the drop-downs.
3. A brief *Pricing Note* can be entered.
4. Selecting **Get Price** opens the *Select a Futures Price* window. Results display based on filters selected. Make any necessary selections 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**.



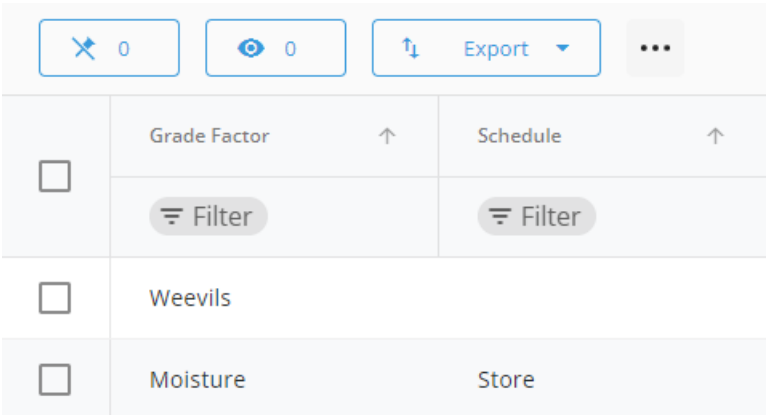
Grading Factor & Schedule

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.



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.



Deliveries



+ 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.