

# Blends - SKY Order

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Blends are found under Agronomy in SKY Order and are displayed in a grid that operates much like an Excel spreadsheet. For more information on how the grid functions, see [Using Grids in Agvance SKY](#).

**Note:** Blends must be enabled in [SKY Admin](#) before they can be viewed in SKY Order.

Selecting a **Ticket Number** opens the Blend as view-only with a button to **Edit Order** in the lower right if edits need made.

	Ticket ... ↑	Blend ... ↑	Custom... ↑	Field ID ↑	Field N. ↑	Ticket ... ↑	Loaded... ↑	Location ↑	Crop ↑	Edited ... ↑	Added ... ↑	Status ↑	Export Documents
<input type="checkbox"/>	283	Plan A	Barry Ander...	BA-01	Behind Fred...	11/05/2025	--	00MAIN	Soybeans	--	ssl	Not Loaded	<a href="#">Export Documer</a>
<input type="checkbox"/>	282	Plan A	Tommy Test...	JimWater	Jims East of ...	11/05/2025	--	00MAIN	--	--	ssl	Not Loaded	<a href="#">Export Documer</a>
<input type="checkbox"/>	281	Plan A	Barry Ander...	BA-01	Behind Fred...	11/05/2025	--	00MAIN	Soybeans	--	ssl	Not Loaded	<a href="#">Export Documer</a>
<input type="checkbox"/>	280	Plan A	Tommy Test...	JimWater	Jims East of ...	11/05/2025	--	00MAIN	--	--	ssl	Not Loaded	<a href="#">Export Documer</a>
<input type="checkbox"/>	279	Blend A	Tommy Test...	Home3	House Place	10/22/2025	--	00MAIN	--	ssl	ssl	Not Loaded	<a href="#">Export Documer</a>
<input type="checkbox"/>	278	Basic Dry Bl...	Barry Ander...	Long	Barrys East ...	09/25/2025	09/25/2025	00MAIN	--	ssl	ssl	Loaded	<a href="#">Export Documer</a>
<input type="checkbox"/>	277	AndersonTR...	Barry Ander...	Long	Barrys East ...	09/25/2025	09/25/2025	00MAIN	Corn	ssl	ssl	Loaded	<a href="#">Export Documer</a>
<input type="checkbox"/>	276	Corn4All	Barry Ander...	BA-01	Behind Fred...	09/25/2025	09/25/2025	00MAIN	Corn	--	ssl	Loaded	<a href="#">Export Documer</a>
<input type="checkbox"/>	275	Plan E	Barry Ander...	BA-01	Behind Fred...	09/24/2025	09/24/2025	00MAIN	Corn	--	ssl	Reversal of 256	<a href="#">Export Documer</a>
<input type="checkbox"/>	274	Blend A	Tommy Test	Home?	Trms West	09/24/2025	09/24/2025	00MAIN	--	ssl	ssl	Loaded	<a href="#">Export Documer</a>

Search for Blends and scroll to the right to access columns giving the ability to:

- Export Documents
- Edit

**Note:** Only unprocessed (not invoiced), not loaded Blends can be edited.

- Create Auto Blender File
- Reverse
- Void

**Note:** These columns can be reordered within the grid, placing them where they are most convenient as described in [Using Grids in Agvance SKY](#).

An option is available under the **Ellipsis** on the *Search* bar to *Export Documents*. Check the desired Blend(s) then choose this option to open the *Export Documents* window. From there, choose the desired document types then **Export**.

**Note:** The *SDS(s)* and *WPS(s)* options are available if Agrian is turned on in the database.

Be sure any pop-up blockers are disabled.

## Export Documents

- Blend Ticket(s)  
Exports immediately
- Custom App Sheet(s)  
Custom settings available
- HazMat Sheet(s)  
Exports immediately  
 One per Batch
- SDS(s)  
Exports immediately
- WPS(s)  
Exports immediately

⚠ Please ensure your pop-up blocker is disabled.

[Cancel](#) [Export](#)

Blend Tickets and HazMat Sheets export immediately. HazMat Sheets have an additional option of *One per Batch*. If *Custom App Sheet(s)* is checked, additional settings must be indicated before selecting **Confirm & Export**.

## Settings for Custom Application Sheet(s)

### Format Type

- Individual
- Individual Regulatory

### Zoom Level

### Print Options

- Print Application Zones
- Print Full Page Map
- Print Signature

[Cancel](#)

[Back](#)

[Confirm & Export](#)

Blends can be added by selecting the **+ Add Blend** button in the bottom right. Use the navigation on the left to move to different sections of the Blend.

## Location, Field

### Location

1. Indicate the *Location* from the drop-down.

#### Location

---

Location \*  
SSI Farm Services - IL

Template

2. Optionally select a template from the *Template* drop-down. Some Product information will default into the Blend. If using a Template that is company-wide and has Products from a Location other than the Ticket Location, SKY Order will find the matching Product(s) for the Location where the Template is being applied using the Product ID and Inventory Department Category.

#### Scenario 1: All Products Have One Exact Match

- All Products on the Template have one exact match.
- No dialog will display, and the Products will be added to the Blend.

#### Scenario 2: No Matching Products

- A window will display indicating there are no matching Products.
- Close/cancel this dialog. The Template will be removed from the Blend (no Products will be added/removed).

#### Scenario 3: Multiple Matching Products

- A window will display giving the ability to choose the correct Inventory Department from where the Product should be pulled.

#### Scenario 4: Combination of Scenarios 1-3

- In this scenario, there are Products with no match and Products with multiple matches. Products with an exact match will be added to the Blend automatically and will not be included on the dialog. The *Acknowledge and Continue* checkbox must be selected before selecting **Replace Products** and will remove that Product from the order.

**Product(s) Not Available**

The following products have multiple instances in the location that have been selected for this order. Please choose which product to use on this order.

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Original Product      Original Department  
 Urea (46-0-0)(Urea1)    Dry Fert -01(DFrt01)

**! No matching products exist for this location. Product will be removed from order.**

Acknowledge and Continue

**\* Required**

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Original Product      Original Department  
 Dap (18-46-00)(Dap)    Dry Fert -01(DFrt01)

Departments with matching products available for location

Departments with Matching Product

- Dry Fert -00  
DFrt00
- Wholesale Fertilizer -00  
Whol00

**Replace Products**

## Field

1. Choose **+ Add Field**.
  2. Use the *Search* field to find a specific Field or scroll through the list. Up to 50 Fields can be added to a Blend.
- The **Filters** button to the far right of the *Search* bar can be used to narrow down the list of Fields.

**Field Search**

Search...

Show Selected 0

Location    Classifications    Crop    Crop Year    Crop Chemistry

0    0    Export

	Favorit...	Custom...	Custom...	Farm ID	Farm D...	Field Id	Field Na...	Acres	Salesper...	Crop Ye...	Crop	Crop Ch...	Field Crop Info
		Filter	Filter	Filter	Filter	Filter	Filter	Filter	Filter	Filter	Filter	Filter	
<input type="checkbox"/>	★	AndBa	Barry Anders...	--	--	SSE	--	--	Farbre	--	--	--	Field Crop Info
<input type="checkbox"/>	★	AndBa	Barry Anders...	--	--	All	All	10	Farbre	--	--	--	Field Crop Info
<input checked="" type="checkbox"/>	★	AndBa	Barry Anders...	SouthFar	South Farm	Long	Barrys East of lane	33.71	Farbre	--	--	--	Field Crop Info
<input checked="" type="checkbox"/>	★	AndBa	Barry Anders...	SouthFar	South Farm	East	Barrys East of Waterway	81.01	Farbre	--	--	--	Field Crop Info
<input type="checkbox"/>	★	AndBa	Barry Anders...	AndFred	Fred Anders...	BA-01	Behind Fred Anderson's House	97.98	Farbre	2023	Corn	--	Field Crop Info
<input type="checkbox"/>	★	AndBa	Barry Anders...	BarbWire	Barry's Wire...	WireEast	Wire East	60.57	Farbre	--	--	--	Field Crop Info
<input type="checkbox"/>	★	AndBa	Barry Anders...	BarbWire	Barry's Wire...	WireMid	Wire Middle	100.69	Farbre	--	--	--	Field Crop Info

Items per page: 50

A maximum of 50 fields may be selected    **Select & Close**

3. The **Show Selected** button next to the *Search* bar is enabled after choosing the Field. The number indicates how many Fields are currently checked. Selecting the button filters the grid to show only the selected Field.
  4. Once the Field is selected, choose **Select & Close**.
- Note:** Choose **Remove Field** to remove the currently selected Field and choose another.
5. The *Amount* and *Unit of Measure* default but can be changed if needed.
  6. If more than one Customer exists on the Field, optionally update the *Split %*.

7. For single Blend transactions only (not batch), a split Customer can be added by selecting + **Add Split Customer**. The **Delete** icon removes the Customer(s) from the transaction.

**Note:** The primary Customer cannot be removed.

8. Additionally, a *Ship To* can be selected from the drop-down on the first Customer if applicable. Ship Tos must first be set up on the Customer's file.

Field Name  
Wire East

Amount  
60.57

Unit of Measure  
Acres

Remove Field

	Customer	Split 1 %	Split 2 %	Split 3 %	
	Barry Anderson	<input type="text" value="50.0000"/>	<input type="text" value="100.0000"/>	<input type="text" value="100.0000"/>	
	Barb Wire	<input type="text" value="50.0000"/>	<input type="text" value="0.0000"/>	<input type="text" value="0.0000"/>	

[+ Add Split Customer](#)

Ship To Customer  
Barry Anderson

Ship To

Defaults to the first customer in the Splits table.

[Add / Manage Field](#)


## Order Details

## Import Plan Import Blend


Ticket Number  
274

Blend Name  
Blend A 7 / 80

Salesperson  
Blake Arnold ×  
Could change depending on company preferences

Ticket Date \*  
5/20/2026   
MM/DD/YYYY

Loaded

Loaded Date   
MM/DD/YYYY

Billing Comments  
These comments will be visible to the customer. 0/80

Product Set \*  
Basic Dry [Edit Product Set](#)

Price By  
Products ▼


Registration #  
0 / 15

Crop

Crop Chemistry

Placement

Respray  Repacked  Mini Bulk  VRT  Custom Applied

Requested Date   
MM/DD/YYYY


Priority ▼

Job Status  
Ready ▼

1. The *Ticket Number* defaults based on the Location selected.  
**Note:** If multiple Fields were selected, *Starting Ticket Number* will be displayed as the label.
2. Enter the *Blend Name*.
3. The *Salesperson* defaults depending on the setting selected in SKY Admin under *Order* but can be adjusted.  
More information on this setting can be found [here](#).
4. The *Ticket Date* defaults to today's date but can be changed if needed.
5. If applicable, the Blend Ticket can be marked as *Loaded* and the *Loaded Date* can be indicated.
6. Optionally enter brief *Billing Comments* that will be displayed to the Customer.
7. Indicate the *Product Set* from the drop-down. Choosing **Edit Product Set** opens the *Edit Product Set* screen to make any needed changes. Select **Update Product Set** to save changes and return to the Blend. Changes made to the Product Set will be saved for the current order as well as future orders.  
**Note:** If editing the Product Set after formulating by analysis in the *Products* section and the changes made will produce a different result, it will be necessary to select **Formulate** again.
8. Under the *Price By* drop-down, choose to price by *Products*, *Blended Analysis*, or *Guaranteed Analysis*.
9. A *Registration #* of up to 15 characters can optionally be entered.
10. The *Crop*, *Crop Chemistry*, and *Placement* drop-downs are all optional but can be helpful if this information is known.

11. Additional options of *Respray*, *Repacked*, *Mini Bulk*, *VRT*, and *Custom Applied* are available.
12. The *Requested Date* and *Priority* are optional.
13. The *Job Status* can be selected from the drop-down and indicates the status of the job in SKY Dispatch. Only *Ready* or *On Hold* can be selected (*In Process* and *Complete* are disabled here and can only be done in SKY Dispatch).

**Note:** If the job is assigned or set to *In Process* in SKY Dispatch, the *Job Status* is view-only. When editing a Blend that has been assigned in SKY Dispatch and is set to *Ready*, a warning will display indicating the job has been assigned, and changes made may impact other processes.

 This ticket is assigned in Dispatch. Changes made to this ticket may impact other processes.

## Products

Products can be added manually or via formulation.

**Note:** If an inactive Product has been added either manually or by formulating, the inactive Product name will display with a tooltip indicating the Product needs to be removed or the Product activated to save. If trying to save without removing the Product, a window will display requiring the Product to be activated or giving the option to go back and remove the Product. If multiple Products are inactive and not all should be activated, go back to the order, remove the Product that should not be activated, then choose Create Order again to view activate the needed Product(s).

### Formulation

1. Indicate if formulating by *Lbs of Plant Food* or *Guaranteed Analysis*. If choosing *Guaranteed Analysis*, enter the *Lbs of Analysis*.
2. Select the appropriate *Optimize By* option from the drop-down.
3. Enter requested nutrients in the *Ordered* area.
4. Select **Formulate** then review the *Calculated Analysis*. To redo the formulation, select **Clear Formulation** and re-enter the correct values.

## Formulation

Formulate By

- Lbs of Plant Food  
 Guaranteed Analysis

Lbs of Analysis  
100

Optimize By  
List Price

N	P	K	S	Ud		
28.00	0.00	0.00				
Ca	Mg	Zn	Fe	Mn	Cu	B
Ordered	28-0-0					
Blended	28-0-0					
Guaranteed	46-0-0					

Clear Formulation

Formulate

Add / Manage Product

5. Additional Products can be added by selecting **Add / Manage Product**. See the *Add Products Manually* section below for more details.

Set Ship From Location for All

Remove All Locations

Product	Prod ID	Department	Dept ID	Calculate By	Calculate By Amount	Rate / Unit	Total P
Urea (46-0-0)	Urea	Dry Fert -00	DFrt00	Rate / Unit	60.870	60.870 Lbs	5,964.0
Dry Spreading	Dry	Applicatio...	Appl00	Rate / Unit	1.000	1.000 Acre	97.980

Recalculate

6. The Products display in a **grid** below.

## Add Products Manually

1. Select **+ Add Product**.
2. A **grid** of Products displays. Use the *Search* field to find the appropriate Product(s) or scroll through the list.

**Product Search**

Search:  Show Selected

Location:  State Restrictions:  Product Status:  Manufacturer:

Department Category:  Classifications:

0  Export

<input type="checkbox"/>	Product ID	Product Name	Department ID	Department Name	Units	On Hand
<input type="checkbox"/>	<b>Potash</b>	<b>Potash</b> (0-0-60)	DFrt00	Dry Fert -00	Lbs	260,434,468

Items per page:  1 of 1

A maximum of 24 products may be selected Select & Close

- The **Filters** button to the far right of the *Search* bar can be used to narrow down the list of Products. The **Show Selected** button displays only Products that have been checked for the Blend.
- In the *Products* section of the Sales Order, indicate the *Quantity* for each Product.
- Products can be reordered by selecting the grid of dots on the left and dragging to the appropriate position.
- Choose **+ Duplicate** to add another line of that Product.
- The **Delete** icon can be selected to remove a Product line.

## Product Grid

Set Ship From Location for All Remove All Locations

<input type="checkbox"/>	Product	Prod ID	Department	Dept ID	Calculate By	Calculate By Amount	Rate / Unit	Total P
<input type="checkbox"/>	Urea (46-0-0)	Urea	Dry Fert -00	DFrt00	Rate / Unit	60.870	60.870 Lbs	5,964.0
<input type="checkbox"/>	Dry Spreading	Dry	Applicatio...	Appl00	Rate / Unit	1.000	1.000 Acre	97,980

Recalculate

- Choosing **Set Ship From Location for All** above the grid opens a new window to choose a Location that will be applied to all Products in the grid. The *Ship From Location* can also be indicated on each Product line item. Choose **Remove All Locations** to remove the *Ship From Location* from all Products.

### Set Ship from Location to All

Selecting a Ship From Location will attempt to apply to all Product lines.

Ship From Location  
SSI Farm Services - IL  
Applies to all products

Cancel

Apply Changes to Grid

2. Once a *Ship From Location* is selected, the *Ship From Department* drop-down becomes available.
3. Under the *Calculate By* column, choose *Rate/Unit*, *Total Product*, or *Blended*.
4. Enter the *Calculate By Amount* for each Product then select **Recalculate**.
5. The *Exclude from Mix File* option can be selected for products that should not be sent to the automated blender. If the *VRT* checkbox was selected in the *Order Details* section, the *Mix Group* can be edited to indicate what should and should not be blended together.
6. If applicable, a *Lot Number* can be selected from the drop-down.  
**Note:** Only existing Lot Numbers can be selected.
7. To add another line of the same Product, choose **+ Duplicate**.
8. The **Delete** icon can be selected to remove a Product line item.
9. Review the totals below the *Products* grid.

Density	Lbs/Acre	Total Lbs	CuFt/Acre	Total CuFt	% Water	% Clay
60.000	60.870	5,960.000	1.015	99.450	0.000	0.000

10. To recalculate the Blend accommodating for water, filler, or carriers, choose an *Adjust By* option which is based on the Product Set selected for the Blend. Enter the *Amount* then select **Adjust** to update the Blend. Use the *Carrier* checkbox in the grid to identify which Product is the carrier.

### Adjust By

Adjust By  
Adjust Filler to CuFt/Acres × Amount Adjust

## Pricing

### Single Field

1. A *Payment Term* can be selected for the Field from the drop-down and will flow through to the Invoice. **Payment Terms** must first be set up in Windows Agvance.

## Behind Fred Anderson's House

Payment Term  
2/10 net 30

Customer Name  
Barry Anderson

Lock Prices  
Do Not Lock

Set Price By

Same Pricing for All Customers

Product	Prod ID	Department	Dept ID	Customer Split	Price (\$) / Unit	Customer Share	
Urea (46-0-0)	Urea	Dry Fert -00	DFrt00	50.0000	600.00 / Tons	\$894.00	
Dry Spreading	Dry	Application -00	Appl00	100.0000	4.00 / Acre	\$391.92	
Total Fert \$	Fertilizer Quantity	Fert \$/Tons	Total \$/Acres	Fert \$/Acres	Analysis	Total \$	Customer Share
\$1,788.00	5,960.00 Lbs	600.00	22.249	18.249	27-0-0	\$2,179.92	\$1,285.92

2. For each Customer, choose the *Lock Prices* option (*Quoted, Analysis Quoted, Do Not Lock*).

**Note:** Quoting a Blend will carry the pricing from the Blend to the Invoice.

3. Select **Set Price By** and choose to *Price by Fert \$/Tons* or *Price by Price Level*. Depending on which option chosen, enter the *Fert\$/Tons* or choose the *Price Level* from the drop-down, then select **Apply**.

### Select a Price By Option

Table will be recalculated to reflect changes.

Price by Fert \$/Tons

Price by Price Level

Close Apply

4. Under *Price (\$)/Unit*, select the price from the drop-down. Alternatively, enter a custom price then choose **Add**.

## Multiple Fields

1. A message is displayed in the Pricing section stating *Pricing for each field will be handled in the next step*. Choose **Save and Add Pricing**.

Pricing ▲

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Pricing for each field will be handled in the next step.

Notes ▲

---

Cancel Save and Add Pricing

2. The first Field displays with *Batch* and *Individual Ticket Quantities* available for review.

## Wire East

Field Quantity  
60.57 Acres

Batch Quantities				Individual Ticket Quantities			
Product	Rate	Total Product	Blended Product	Product	Rate	Total Product	Blended Product
Urea (46-0-0)	60.870	13,808.360	13,810.000	Urea (46-0-0)	60.870	3,686.896	3,690.000
Dry Spreading	1.000	226.850	226.850	Dry Spreading	1.000	60.570	60.570

3. The first Customer on the Field is listed below the *Batch* and *Individual Ticket Quantities*. Here, the *Fert\$/Tons*, *Lock Prices*, and *Price (\$)/Unit* can be indicated. If Permits or Tech Licenses are required on the order, they can be indicated at the bottom of the screen.

Field Quantity  
60.57 Acres

Payment Term  
2/10 net 30

### Barry Anderson

Apply pricing to all Customers on this Field

Same Customer pricing for this and remaining fields

Lock Prices  
Do Not Lock

Set Price By

Product	Prod ID	Department	Dept ID	Customer Split	Price (\$) / Unit	Customer Share
Urea (46-0-0)	Urea	Dry Fert -00	DFrt00	50.0000	600.000 / Tons	\$553.50
Dry Spreading	Dry	Application -00	Appl00	100.0000	4.000 / Acre	\$242.28

Total Fert \$	Fertilizer Quantity	Fert \$/Tons	Total \$/Acres	Fert \$/Acres	Analysis	Total \$	Customer Share
\$1,107.00	3,690.00 Lbs	600.00	22.276	18.276	28-0-0	\$1,349.28	\$795.78

### Permits

No permits are required for the order

### Tech Licenses

#### Urea (46-0-0)

Tech License  
58739485

✔ A tech license has been applied to this product

4. Optionally *Apply pricing to all Customers on this Field*. The *Same Customer pricing for this and remaining fields* option is available for all Customers on the Field. The *Same Customer pricing for this and remaining fields* option gives the ability to set pricing on a Customer and have that pricing carry through for that Customer for the remaining tickets created within the batch. The *Apply pricing to all Customers on this Field* option applies the pricing set on the first Customer to all other Customers on that Field.

**Note:** The *Apply pricing to all Customers on this Field* and the *Same Customer pricing for this and remaining fields* options cannot be used at the same time.

5. A *Payment Term* can be selected for the Field from the drop-down and will flow through to the Invoice.

**Payment Terms** must first be set up in Windows Agvance.

6. For each Customer, choose the *Lock Prices* option (*Quoted, Analysis Quoted, Do Not Lock*).

**Note:** Quoting a Blend will carry the pricing from the Blend to the Invoice.

7. Select **Set Price By** and choose to Price by Fert \$/Tons or Price by Price Level. Depending on which option chosen, enter the *Fert\$/Tons* or choose the *Price Level* from the drop-down, then select **Apply**.

### Select a Price By Option

Table will be recalculated to reflect changes.

<input checked="" type="radio"/> Price by Fert \$/Tons	Fert \$/Tons 600.00
<input type="radio"/> Price by Price Level	Price Level List Price

[Close](#) [Apply](#)

8. Under *Price (\$)/Unit*, select the price from the drop-down. Alternatively, enter a custom price then choose **Add**.
9. Choose **Cancel Remaining** cancels the transaction completely and return to the *Blends* page. Move to the next Field without editing pricing by selecting **Do Not Save Order for this Field**. No Blend is saved for that Field. To save pricing here and move to the next Field, choose **Save & Next Field**. This saves the Blend for that Field.

**Note:** Separate Blends are saved per Field rather than having a multi-Field Blend.

[◀ Cancel Remaining](#) [i Field 1 of 3](#) [▶ Do Not Save Order for this Field](#) [▶▶ Save & Next Field](#)

10. On the last Field, **Save & Next Field** changes to **Save & Close**. This saves pricing on the current Field and finalizes the Blend with pricing saved on previous Fields in the Order. If **Do Not Save Order for this Field** is selected on the last Field, pricing is saved on previous Fields where **Save & Next Field** was selected, and the last Field is not included in the Blend.

## Notes & Additional Info

### Notes

1. Enter any *Blend* or *Additional Comments*.

Blend Comments

0 / 255

Application Details

0 / 255

Target Pests

Additional Comments

0 / 240

Create Automated Blender File

2. *Target Pests* can be selected from the drop-down.
3. Check *Create Automated Blender File* if needed.
4. The Blend can be saved by selecting **Create Order**. However, Permits and Tech Licenses can be added on the *Additional Info* tab. Depending on the Products added to the Blend, a Permit or Tech License may be required before saving.

## Additional Info

1. If only one applicable permit exists, it will be automatically selected. If the Customer has more than one applicable permit, select the appropriate one from the drop-down.

### Permits

Grower  
Barry Anderson

Field Name  
Behind Fred Anderson's House

Federal Permit  
Barry Anderson | 45678900


No State Permits Available

### Tech Licenses

No Tech Licenses are required for products on this order.

2. Under *Additional Info*, the following fields are available.

## Additional Info

Customer PO # <small>0 / 20</small>	Control Number <small>0 / 10</small>	Authorized Agent	Territory <small>0 / 15</small>
State	County	Ship Via	
Freight Vendor	Freight Calculation	Estimated Amount	
Applicator	Vehicle	Acres	Remove Row
Applicator	Vehicle	Acres	

[+ Add Row](#)

- **Customer PO #** – This information can be entered if the Customer provides a Purchase Order number for the order.
  - **Control Number** – This number is used to reference an internal control number (such as hand ticket numbers) associated with the sale.
  - **Authorized Agent** – This person is associated with the Customer who is authorized to make decisions. Agents are set up in the Customer file under **Contacts**.
  - **Territory** – This defaults from the Customer setup and is optional information to be used as needed.
  - **State** – This determines which counties are populated in the *County* drop-down.
  - **County** – This defaults from the *Ship To* address. If none are set up, it defaults from the Field, and then from the Customer's setup. If there is more than one Customer on the ticket, it defaults to the settings for the first person listed.
  - **Ship Via** – Enter the method of shipment. The methods are defined at *Hub / Setup / Ship Via*. If a Ship Via is selected and the Blend Ticket is imported into an Invoice in the Agvance Accounting module, the information displays on the Invoice's *Additional Info* tab.
  - **Freight Vendor** – Select the *Freight Vendor* from the drop-down if applicable.
  - **Freight Calculation** – Indicate if the freight amount is *Estimated \$/Unit* or *Estimated Total\$*.
  - **Estimated Amount** – Enter the *Estimated Amount* for freight.
3. In the *Applicator* grid, *Applicators/Vehicles/Acres* can be entered. Choose the **Delete** icon to remove the *Applicator* or **+ Add Row** to include additional *Applicators/Vehicles*.
- **Applicator** – Applicators are set up at *Hub / Setup / Applicators*. The *Applicator* also imports into the Invoice in Agvance Accounting.
  - **Vehicle** – Vehicles are set up at *Hub / Setup / Vehicles* and also import into the Invoice in Accounting.
  - **Acres** – Enter the number of Acres for each *Applicator* involved.

## Edit a Blend

To edit a Blend, select find the *Edit* column and choose **Edit** for that Blend. Only unprocessed (not invoiced), not

loaded Blends can be edited.

**Note:** The Location cannot be edited.

1. Under the *Field* section, the Field selected cannot be changed, but the *Area* and *Unit of Measure* can be edited and a *Ship To* can be added.

## Field

Field Name  
Behind Fred Anderson's House

Amount  
66.2

Unit of Measure  
Acres



Customer	Split 1 %	Pest	Spread	Ship To
Barry Anderson	50.0000%	60.0000%	100.0000%	Ship To
Bob Cowgill	50.0000%	40.0000%	0.0000%	--

2. Under *Order Details*, the following are available for editing:

- o Blend Name
- o Salesperson
- o Billing Comments
- o Crop
- o Crop Chemistry
- o Placement
- o Product Set
- o Price By
- o Requested Date
- o Priority
- o Custom Applied
- o VRT
- o Ready (for Dispatch)

3. In the *Products* section, add/remove Products manually or via formulation and reorder the Products as needed.

