

# How to Setup Patronage on Company Configuration Screen

1. From the menu screen. Click System Manager > Company Preferences. Company Preferences screen will open
2. Locate 'Patronage' from the list located in the left panel.

The screenshot shows the 'Company Configuration' window with the 'Patronage' tab selected. The left sidebar lists various system modules, with 'Patronage' highlighted at the bottom. The main area is divided into three sections: 'Refund', 'Dividend', and 'Default GL Accounts'. The 'Refund' section contains fields for 'Refund' (set to 'All Patrons'), 'Minimum Refund' (20.00), 'Service Fee' (10.00), 'Cutoff Amount' (15.00), 'Cutoff To' (Equity), and 'Pay on Grain Settled or Paid' (Settled). The 'Dividend' section contains 'Minimum Dividends' (10.00), 'Prorate Dividends' (unchecked), and 'Cutoff' (with a calendar icon). The 'Default GL Accounts' section contains 'Voting Stock Issued', 'Non-Voting Stock Issued', and 'Fractional Shares', each with a search icon.

Refund	
Refund	All Patrons
Minimum Refund	20.00
Service Fee	10.00
Cutoff Amount	15.00
Cutoff To	Equity
Pay on Grain Settled or Paid	Settled

Dividend	
Minimum Dividends	10.00
Prorate Dividends	<input type="checkbox"/>
Cutoff	<input type="text"/>

Default GL Accounts	
Voting Stock Issued	<input type="text"/>
Non-Voting Stock Issued	<input type="text"/>
Fractional Shares	<input type="text"/>

3. Enter the necessary information. Please see [Company Preference Field Definition](#) for the reference of each fields.
4. Click OK button to save the changes. Else, click cancel.