

Create DP Contract

A DP (deferred price) contract will not allow entry of futures price, basis nor quantity. Quantity will be incremented upon deliveries.

Here are the steps on how to add sequence:

1. Create a [Contract Header](#)
2. At the time of creating contract header select Pricing Type as Priced
3. To add sequence, click on the **Insert** button.

4. In the Contract Sequence screen enter the value in **Details** tab.
5. **Sequence No** is system generated. It is non-editable.
6. **Status** defaults to **Open**. Filed is not editable at the time of creation.
7. **Start Date** defaults to Contract date. To change the date, click on the combo box button to open the mini calendar and select date. Default Start date can be configured at System manager company configuration Contract Management

8. To enter **End Date**, click on the combo box button to open the mini calendar and select date. Default End date can be configured at System manager company configuration Contract Management

The screenshot shows the 'Company Configuration' window with the 'Contract Management' tab selected. In the 'General' section, the 'Default End Date Type' is highlighted with a red box and set to 'Last Date of the Start Date's Month'. Other visible settings include 'Assign Sale Contract' (checked), 'Assign Purchase Contract' (checked), 'Require DP Contract' (checked), 'Auto Create DP Contract' (checked), 'Default Contract Report' (Coffee-CSR-A2019), 'Default Start Date Type' (First Date of Current Month), 'Default End Date' (9/27/2017), 'Default Salesperson' (Bob Smith), 'Default Packing Description' (Bulk), 'Default Contract Status' (Open), 'Default Container Type' (20 FEET), 'Allow Basis Application to Tickets' (checked), and 'Cash Future Price' (Either).

9. To enter **Event Start Date**, click on the combo box button to open the mini calendar and select date.
10. To enter **Planned Availability**, click on the combo box button to open the mini calendar and select date.
11. To enter **Updated Availability**, click on the combo box button to open the mini calendar and select date.
12. The **Location** field is automatically filled in with the default Location set in the User configuration. To change it for a different location, select Location from combo box.
13. The **Item** field is automatically filled in with the item configured for the location. To change item, select item from combo box.
14. **Origin**
15. To capture the Garden/Estate name, enter **Farm ID**.
16. Enter **Vendor Lot ID**.
17. Select the **Container Type** from the drop list.
18. Enter the **No of containers**.
19. The **Quantity** field is disabled.
20. The **UOM** field is automatically filled in with the stock UOM set in the **Inventory > Item** option. To change it for a specific contract, select different UOM from combo box.

The screenshot shows the 'Contract Sequence - 3471' window. The 'Details' tab is active, displaying various contract fields. The 'Pricing' tab is also visible, showing 'Pricing Type' as 'DP (Priced Later)' and several ERP-related fields. The 'Details' tab includes fields for Sequence (1), Status (Open), Start Date (1/1/2018), End Date (1/31/2018), Planned Availability, Event Start Date, Updated Availability, Location (0001-Fort Wayne), Book, Sub-book, Contract Item, Item (CORN), Item Specification, Origin, Purchasing Group, Farm No, Grade, Garden, Vendor Lot ID, and Reference.

21. Net Weight
22. Original Quantity
23. Unit/Layer
24. Layer/Pallet
25. Select **Fixation By** from the drop list.
26. The **Price Type** field is disabled.
27. No of Lots
28. Select **Market Zone** from the drop list.
29. Select **Discount** from the drop list.
30. Select **Storage Schedule** from the drop list (this is required for a DP contract).
31. Select **Option** from the drop list.

32. In the **Miscellaneous** tab, click the **Insert** button to insert bag mark to the sequence.

Contract Sequence - 3471

Save Delete Undo Close

Details FX Miscellaneous History Activities Events

Pickup/Deliver: [Dropdown]
Ship Via: [Dropdown]
Farm Invoice No: [Text]
Producer: [Text]
Claims to Producer: [Checkbox]
Fronting: [Checkbox]
Invoice: [Checkbox]
Provisional Invoice: [Checkbox]
Quantity Final: [Checkbox]

Certifications

+ Insert X Remove Export View Filter

Certificates*
Organic

Marks

+ Insert X Remove Pattern Export View

Bag Mark*
Default

? 0.00 Edited Page 1 of 1 Refresh

33. In the Contract Sequence screen enter the value in **FX** tab.

Contract Sequence - 100

Save Delete Undo Close

Details FX Miscellaneous History Activities Events

Invoice Currency: [Dropdown]
FX Valid From: [Calendar]
FX Valid To: [Calendar]
Currency Pair: [Dropdown]
Exchange Rate: [Text] Price: [Text]
FX Price UOM: [Dropdown]
FX Remarks: [Text]
Assumed FX for Marginal Risk Report: [Text]

34. Select the **Invoice currency** from the drop list.
35. To enter **FX Valid From**, click on the combo box button to open the mini calendar and select date.
36. To enter **FX Valid To**, click on the combo box button to open the mini calendar and select date.
37. Select **Currency Pair** from the drop down.
38. Provide valid **Exchange Rate**.
39. Provide Multi line **FX Remarks**.
40. Enter value for **Assumed FX for Marginal Risk Report**.
41. In the Contract Sequence screen enter the value in **Miscellaneous** tab.

Contract Sequence - 100

Save Delete Undo Close

Details FX Miscellaneous History Activities Events

Pickup/Deliver: [Dropdown]
Ship Via: [Dropdown]
Book: [Dropdown]
Sub-book: [Text]
Farm Invoice No: [Text]

Certifications

+ Insert X Remove View Filter Records (F3)

Certificates

42. Select **Pickup/ Delivery** from the drop list.
43. Select **Transportation** mode from the drop list.
44. Select **Book** from the drop list.
45. Select the **Sub Book** from the drop list. List will display sub books which are associated with the Book.

46. Enter **Farm Invoice No.**
47. Click on **Insert** button to insert certification to the sequence.

Contract Sequence - 2934

Save Delete Undo Close

Applied:

Details FX Miscellaneous History Activities (0) Events

Pickup/Deliver:

Ship Via: **+ Insert** Remove Export View Filter

Farm Invoice No:

Producer:

Claims to Producer: ☐

Fronting: ☐

Invoice: ☐

Provisional Invoice: ☐

Quantity Final: ☐

Certifications

☐ Certificates

Marks

+ Insert X Remove Pattern Export View

Bag Mark* Default

☐

Contract Sequence - 100

Save Delete Undo Close

Details FX Miscellaneous History Activities Events

Pickup/Deliver:

Ship Via:

Book:

Sub-book:

Farm Invoice No:

Certifications

+ Insert X Remove View Filter Records (F3)

☐ Certificates

☐

48. Click on **Save** button.

Contract Sequence - 100

Save Delete Undo Close

Applied:

Details FX Miscellaneous History Activities Events

Sequence: Quantity: UOM: Bushels

Status: Net Weight: UOM:

Start Date: Packing Description: Bulk

End Date: Original Quantity:

Planned Availability: Unit/Layer:

Event Start Date: Layers/Pallet:

Updated Availability: No. of Lots:

Location: 0001 - Fort Wayne No. of Sequences:

Contract Item: Market Zone:

Item: CORN Discount:

Origin: Discount Table:

Farm No: Schedule Code:

Grade: Option:

Vendor Lot ID: Split:

Reference:

Container Type:

No. of Containers:

Pricing

Fixation By:

Pricing Type: Priced Currency USD

Futures Market CBOT Co Mn/Yr Dec(Z) 16

Futures:

Basis:

Cash Price: UOM: Bushels

Total Cost:

Marks

+ Insert X Remove Pattern View Filter

Bag Mark Default

☐

49. Sequence is added with Contract.

Contract - 100

New Save Refresh Search Delete Undo Duplicate Print Email Process Close

Details

Additional Info

Documentation

Audit Log (0)

Activities (0)

History

Template

Contract Date: 11/8/2016

INCO/Ship Term FCA

Contract No: 100

Type: Purchase

Entity Contract:

Warehouse

FG Station

Salesperson Bob Smith

Entity ABC Trucking

Provisional:

Country: United States

Contract Text

Contact:

Load Based

Position

Grades

Category:

Load: # of Loads:

Pricing Type: Priced

Weights

Commodity Corn

Qty/Load:

Terms Net 15

Signed:

Printed:

Quantity: 1,000.000 Bushels

+ Insert

✕ Remove

🔍 Open

📄 Copy

Slice

Load Schedule

Quality Capture

Transfer

🔍 View

🔍 Filter Records (F3)

🔍

Sequence	Status	Location	Contract It	Item	Start Date	End Date	Pickup/Deliver	Transportation Mode	Contracted	UOM	Balance	Ap
1	Open		CORN		11/8/2016	11/8/2016			1,000.0000	Bushels		

50. To add another sequence click on the **Insert** button.