

NEXT STEPS



BOOKING AN ORDER

1

NAVIGATE TO YOUR ORDER THAT YOU WOULD LIKE TO SUBMIT

Orders		Sales Year	Order Date	Invoice Number	Name
					
		2022	10/1/2021	0054064	HOME FARM

BE SURE THAT YOU WOULD LIKE TO SUBMIT ALL OF THE PRODUCTS ON THE ORDER

REMINDER: QUOTES CANNOT BE BOOKED

2

SELECT "CREATE BOOKING"



3

CONFIRM THAT YOU WOULD LIKE TO SEND THE ORDER TO BAYER

Warning ×

Are you sure you want to create the booking?

4

A BOOKING REPORT WILL CONFIRM THAT YOUR ORDER WAS SENT TO BAYER

Order Booking Report ×

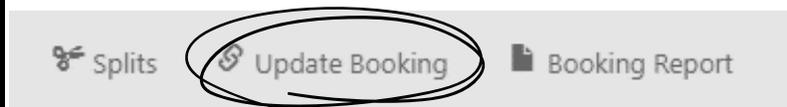
Changes					
Product	Demand	Ordered	Quantity	Long / Short	Quantity
DKC59-81RIB SS-AF2-Bag-ELT500-N-B-E	591	600	0	Long	9
AG26XF1 XF-BULK-UNTR	400	400	0	Zero	

Errors	
Code	Message
No errors occurred	

THE BUTTONS ON THE TOOLBAR WILL CHANGE TO LOOK LIKE THIS AFTER YOU BOOK

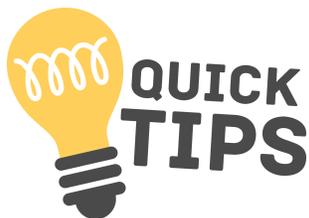
5

IF YOU CHANGE/EDIT AN ORDER, YOU MUST RESUBMIT CHANGES TO BAYER BY SELECTING:



SEE QUICK TIPS ON THE NEXT PAGE

NEXT STEPS



IF YOU DELETE OR DECREASE A QUANTITY THAT HAS ALREADY BEEN BOOKED, YOU DO NOT HAVE TO "UPDATE BOOKING" IN ORDER FOR THE CHANGE TO BE REFLECTED ON YOUR BAYER DEALER. *IF YOU DO THIS BY MISTAKE CONTACT YOUR SSA ASAP.*

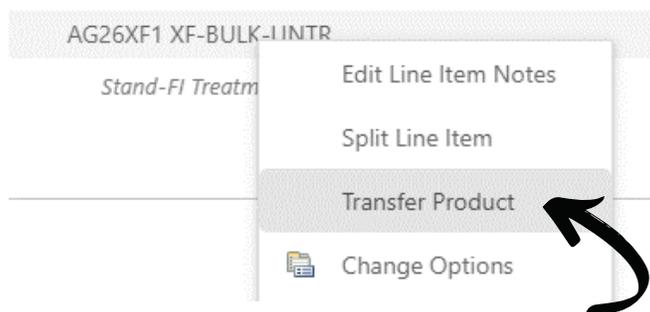
IF YOU WOULD NOT LIKE TO LOSE INVENTORY OF A PRODUCT YOU ARE DECREASING ON AN ORDER, TRANSFER PRODUCTS BETWEEN CUSTOMER ACCOUNTS (SEE INSTRUCTIONS ON TRANSFERRING PRODUCTS BELOW)

NEED A PLACE TO TRANSFER YOUR PRODUCTS? ADD MY DEALER BUCKET AS A CUSTOMER:
ADDRESS: 800 NORTH LINDBERGH BLVD SAINT LOUIS, MO 63167
TECH ID: 50798402

TRANSFERRING PRODUCTS

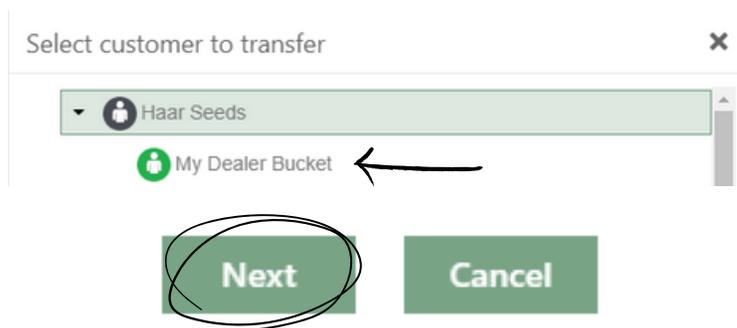
1

RIGHT CLICK ON THE LINE ITEM THAT YOU WOULD LIKE TO TRANSFER



2

SELECT THE DESIRED ACCOUNT WHERE YOU WOULD LIKE TO MOVE YOUR SEED



SPLIT A LINE ITEM'S QUANTITY FIRST IN ORDER TO PARTIALLY TRANSFER A PRODUCT

