Settling Installment Sale or Deferred Payment Contracts Early - Grain

Last Modified on 11/03/2026 8:28 am CST

Many customers want to start writing checks early in December to pay out Deferred Payments or Installment Sale Contracts that are due the first week of January. However, if the Deferred Payment and Installment Sales disposition on the DPR must display the units yet to be paid out for the remaining days of December as if the Checks/Settlements had not been created, a tool is available.

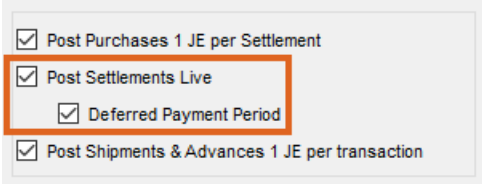
Procedures

Within Agvance, tools are in place to accommodate early payout of Deferred Payments and Installment Sales Contracts while still reporting on the DPR the units for each of these dispositions until the check dates are reached. Follow these steps to achieve the desired DPR dispositions.

Prior to settling Deferred Payments/Installment Sales Contracts early, make sure all grain posting has been completed for all transactions at *End of Periods / Grain Posting*, selecting the *Post All Unposted Entries* option. This step ensures nothing is left behind when the preference is changed.

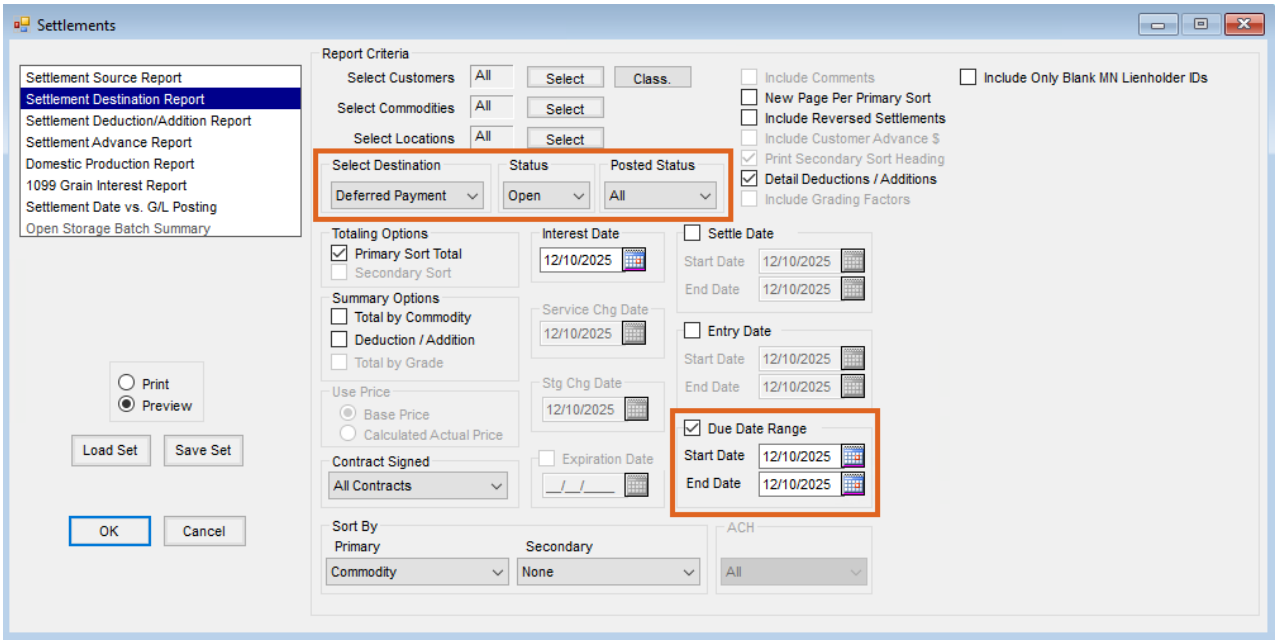


Select the *Deferred Payment Period* preference found on the *Posting* tab at *Grain / Setup / Preferences*. This preference means the company policy allows creation of Settlements to Priced (check or ACH) from dispositions of Deferred Payment or Installment Sales with the Settlement date into the future but retains the Deferred Payment/Installment Sales units still on the DPR as if they had not been settled. The *Post Settlements Live* preference must be checked to enable the *Deferred Payment Period* option.



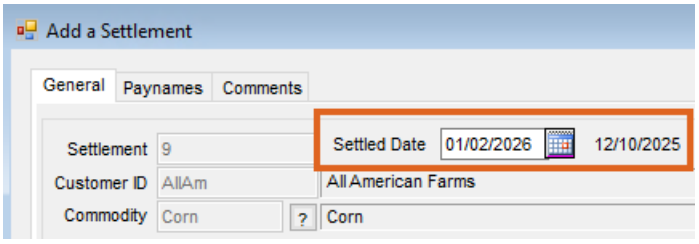
It is recommended that security is updated so only grain employees doing the early payouts have access to these preferences.

Important Note: Once the early payouts have begun, this preference should remain on until the date DP/IS checks are paid out. Do not turn it on/off once this process has begun.



Before writing checks, run the Settlement Destination report at *Grain / Grain Reports / Settlements* for all open Deferred Payments and/or Installment Sales. Set the *Due Date Range* so only the ones being paid now appear in the report. This report will provide the auditors with the dollar amounts required to balance their accounts.

Next, when creating Settlements, always date the Settlement the date on which the Settlement Checks will hit the DPR and will post to the ledger. This should be a date in the future (i.e., January 2nd).



Please be aware that the Settlement date is remembered from the last Settlement if in the continuously add mode of the Settlements. If the *Add a Settlement* window is closed, the Settlement date defaults to the system date upon returning to the *Add* window.

With the *Deferred Payment Period* option checked, all Settlements with a future Settlement date originating from Deferred Payment/Installment Sale Contracts and being settled to a *Priced* disposition will not be allowed to grain post until the Settlement date is reached. The Deferred Payments/Installment Sales positions are also included on the DPR to show both open DPR dispositions for Deferred Payments/Installment Sales plus any non-grain posted Priced destination that came from their respected dispositions of Deferred Payments/Installment Sales.

With the preference checked, the *Grain Posting* window (screenshot above) changes its behavior to disallow the *Post All Unposted Entries* from being performed if there are any future Settlements from DP/IS. To do the daily grain posting, the *Post Through Date* must be used. Setting the date into the future is also disallowed if the preference is enabled. Attempts to use the *Post All Unposted Entries* or *Post Through* to a future date options result in the following message:

> You have the 'Deferred Payment Period' preference turned on and Grain Posting settlements thru a future date may cause the DPR to be inaccurate. Please contact SSI Grain support staff for further instruction.

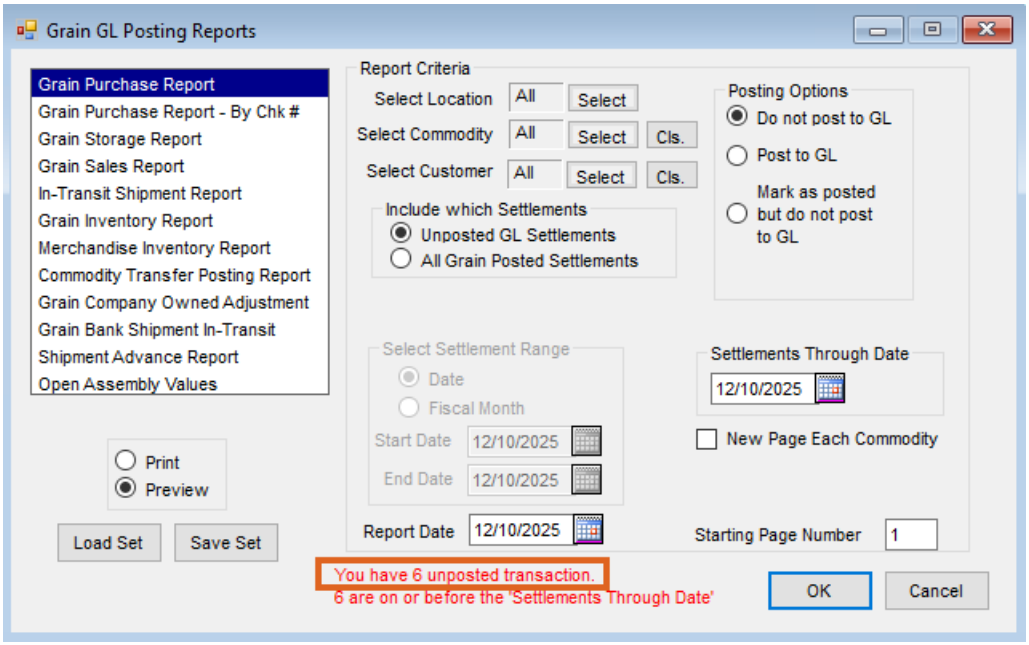
It is very important that the grain posting is done by one person during this end of year process so they always remember to use only the *Post Through* date and not the *Post All Unposted Entries* option. It is recommended during this time of the year to set security access to the grain posting window to only Users involved with the early Settlements so the grain posting is controlled.

Special Points of Consideration

When Settlements are not grain posted, they can be edited or deleted. This may not be desirable if all Users have the capability to delete the Settlements. It is recommended that User securities are updated to limit the ability to delete Settlements. To disable the **Delete** button for certain Users, modify the User Role by selecting **Roles** at *Hub / Setup / Users*. On the *Windows Restrictions* tab, choose *Agvance Grain* under *Program Name* then *Operations / Settlement Select* in the *Window Caption* area. Check *View Only* for the *Delete Button* to disable the **Delete** button or *Invisible* to hide it completely.

End of Day GL Posting

When running the end-of-day procedures, a message is visible at the bottom of the GL posting report screen saying that X number of unposted transactions have been entered. This number should equal the number of future Settlements that have been created. This message will still show until the future Settlement date (i.e., January 2nd) and the Settlements have been grain posted.

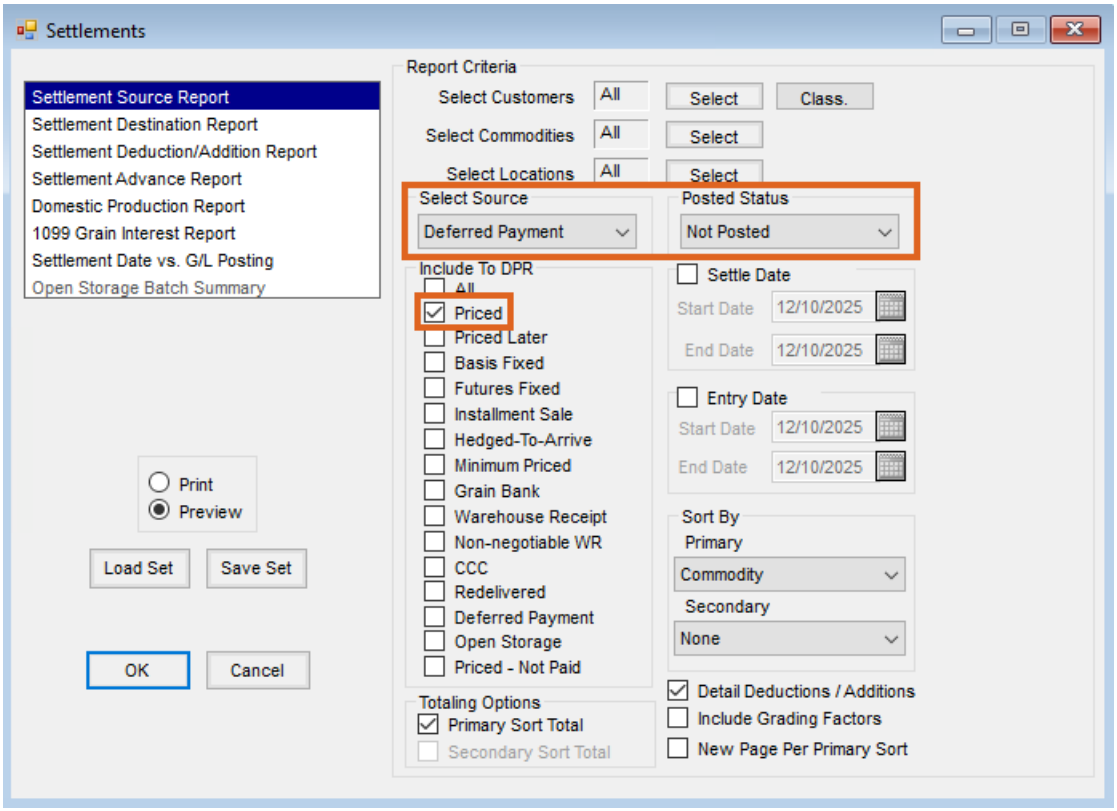


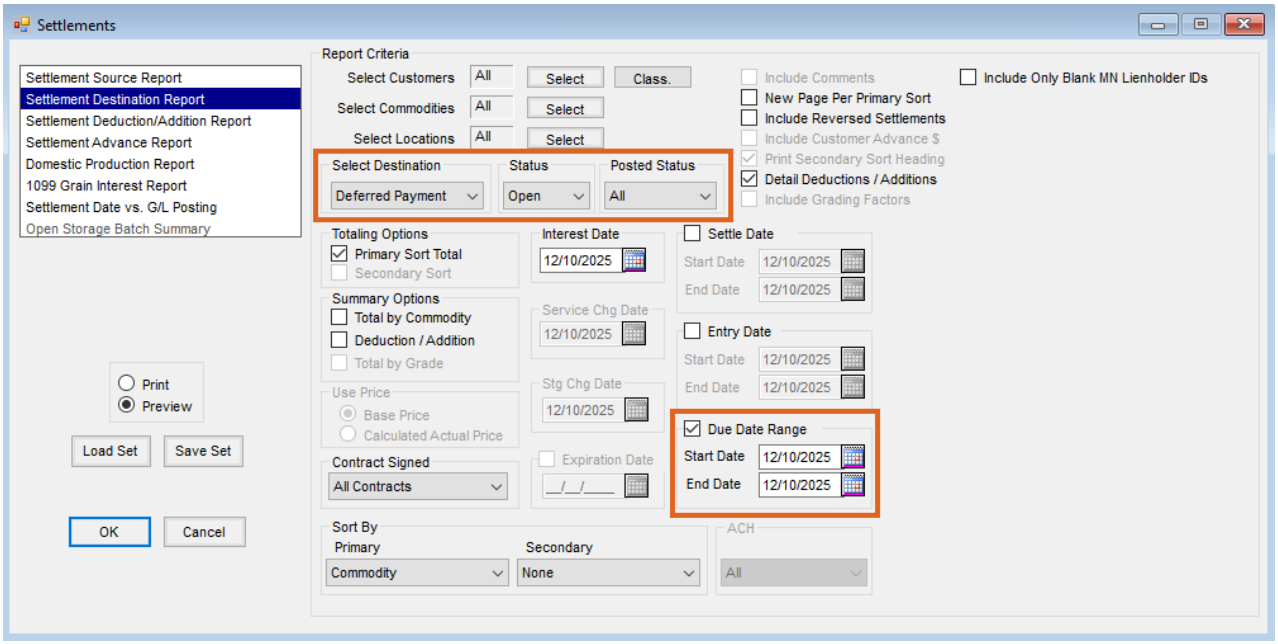
Supporting Documents of Unposted Settlements

The normal process to prove out DPR is to run Destination reports as *Open* with a grain *Posted Status* of *All*. However, the early paid Deferred Payments/Installment Settlements are not Grain posted nor are they considered Open.

To find the Settlements of Deferred Payments or Installment Sales that were settled early, run the Settlement Source Report with a *Source* of *Deferred Payments* or *Installment Sales*, Priced selected in the *Include To DPR* area, and Not Posted selected as the *Posted Status*.

The Source report will show all Settlements created earlier that are not grain posted. This report combined with the Settlement Destination report, for *Deferred Payment* with *Status of Open* and grain *Posted Status* of *All*, will show the balance displayed on the DPR.

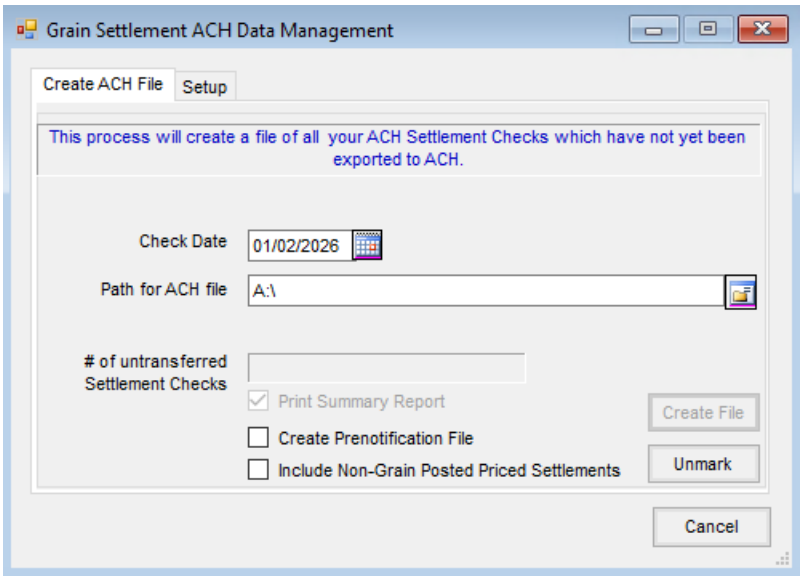




Handling Future ACH Payments

Creating the File on December 31st Instead of January

In Accounting, the ACH payments will not process until the date of the check is selected and the Settlements have been grain posted. In the case below, the Settlement Checks were dated January 2nd, 2026 so the *Check Date* to have them included in the ACH file is set to 01/02/2026. Once the *Check Date* is selected, the *# of untransferred Settlement Checks* populates.



It is recommended that on December 31st, after Grain EOY is complete, uncheck the *Deferred Payment Period option* and grain post the Settlements through January 2nd (or whatever the date is on the Settlements). This locks the Settlements so they cannot be deleted and will then update the records so when the next DPR is processed, the Deferred Payments will move to paid company-owned. After the grain posting is complete, at *Accounting / A/R / Process Grain ACH*, the ACH file can be created using the correct check date of January 2nd (if that is the check date). This will pull all Settlements dated on the check date that are yet to be transferred and send to an ACH file.

There is no need to create multiple files for early ACH payments and store them if one date is used on the Settlements. The file can be saved anywhere, but a secure folder is recommended. It can be sent to the bank when needed.

Companies can begin writing their Deferred Payment and Installment Sale checks in December to stay ahead of the anticipated rush the first week of January. The checks can be cut in December without hitting the DPR until January when creating a *Priced* Settlement if:

- The Settlement is created from either a Deferred Payment or Installment Sale Contract.
- The *Priced* Settlement has a future date.
- The Settlements are not posted.