

# Grain Scale Tickets

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## Overview

Scale Tickets are used to establish weights, Grade Factor results, and Shrink/Dock units. Splits are determined by the Assembly Sheet.

**Note:** Scale Tickets require an Assembly Sheet only in the Grain module.

## Required Information

The screenshot shows the 'Add a Scale Ticket' window. Key fields include: <Assembly #> (with a '?' button), Location, Commodity, Variety, Ticket #, Ticket Date (12/01/2022), <Farm ID>, <Field ID>, Base Price, Lot Num, Gross Weight, Tare Weight, Net Weight, Dockage %, Shrink %, Gross Units, Dock Units, Shrink Units, Total Dock, Dock Adj %, Total Prem/Disc, Net Units, Dock Units Adj, <Comment>, <Bin>, <Freight Vendor>, and BL/Car. A table with columns 'Test', 'Result', and 'Prem/Disc' is present. Buttons for 'Charges', 'Details', 'Split Ticket', 'Save', and 'Cancel' are at the bottom. A 'Calculate Shrink and Dockage' button is on the right.

- **Assembly Number** – Manually or automatically applied. Select the ? to display Assembly/Bin information.
- **Location** – Defaults from Assembly or can be manually selected
- **Ticket Number** – Manually or automatically applied
- **Commodity** – Defaults from Assembly or can be manually selected
- **Ticket Date** – Day grain was delivered
- **Gross/Tare/Net Weights** – Entered based on scale weights of trucks. Net Weight can auto-calculate if preference is turned on
  - $Net\ Weight = Gross\ Weight - Tare\ Weight$
- **Gross/Net Units** – Calculated based on overall weights per Commodity weight per unit measure. Takes into account units shrunk or docked based on quality of grain.

- **Customer(s)** – Select from Farm/Field or Customer list
  - **Name/Share %/Contract/DPR** – Defaults from Assembly Sheet selection

## Additional Information

- **Farm/Field ID** – Used to track crop production. Can bring in Split arrangement.
  - Defaults from Assembly or can be manually selected
  - Reports are available by Farm/Field
- **Lot Number** – Used usually with seed beans, edible grains, etc.
- **Base Price** – Individual price either from Assembly or spotted on Scale Ticket
- **Direct Ship** – Check this option if grain is shipped to processor directly
- **Grade Factors** – Results and associated premium or Discounts/Shrink & Dock
- **Comment** – Can be typed or selected from saved Comments
- **Freight Vendor/Charges** – Apply Freight Charges to the Scale Ticket to pay the vendor and/or charge the customer for freight
- **Bin** – Use for Bin tracking and identification for the elevator
- **BL/Car Number** – Used as a reference typically to coincide with a shipment
- **Details** – Details if ticket is posted, who created the ticket, and time/date it was created
- **Split Ticket** – Split ticket between multiple Assembly Sheets by units, weights, or percent
- **Calculate Shrink/Dock** – Typically required to calculate the Shrink/Dock units and percentages
- **Dock Adj %/Dock Adj Units** – Additional dockage taken from Scale Ticket. Manually entered on ticket.

## Grain Scale Ticket Process

Record all incoming Grain Units and Grain Direct Shipped to terminals.

1. Navigate to *Grain / Operations / Scale Tickets*, and select **Add**, or choose the **Add a Scale Ticket** icon.
2. On the *Add a Scale Ticket* window, enter the *Assembly #*, or double-click in the *Assembly #* area and select an

Assembly Sheet to apply. A new Assembly Sheet can be created by selecting **New Assembly Sheet**.

**Note:** The *Location*, *Commodity*, and *Base Price* automatically populate based on the selected Assembly.

Assembly split information displays in the grid on the right of the window showing *Names*, *Splits*, *DPR Status*, and *Contract Number*.

3. Enter the *Ticket #* and optionally enter the *Farm ID*, *Field ID*, and *Lot Num*. Select the *Direct Ship* option if necessary.

**Note:** The *Ticket Date* defaults with the machine date. If edited, the new date populates the following tickets until the *Add a Scale Ticket* window is closed.

4. Edit the *Base Price* if needed. Enter the *Gross Weight* and *Tare Weight*. The *Net Weight* calculates accordingly if the preference to *Calculate Net Weight* is selected at *Grain / Setup / Preferences* on the *Purchases* tab.
5. In the *Grade Factor* area, enter all the necessary grade *Results*. Select **Calculate Shrink and Dockage** to update units.

**Note:** *Gross Units*, *Dock Units*, *Shrink Units*, *Total Dock*, *Net Units*, and *Total Prem/Disc* are calculated fields.

*Dockage %* and *Shrink %* automatically populate from tables created at *Grain / Setup / Dock Tables* or *Shrink Tables*. These values may be entered manually.

6. Comments may be added in the *Comment* area. Any saved comments can be selected by double-clicking in the *Comment* area. Double-clicking in the *Bin* area allows a saved bin to be selected.
7. A freight vendor can be selected by double-clicking in the *Freight Vendor* area. Select the vendor and, if vendor charges are to be added, select **Charges**. At the *Freight Charges* window, choose **Add Charge**. Enter the *Quantity* and *Rate*. Select **Apply** and then **Done**.
8. An additional identifying number can be entered in the *BL/Car* area.
9. Select **Save**.