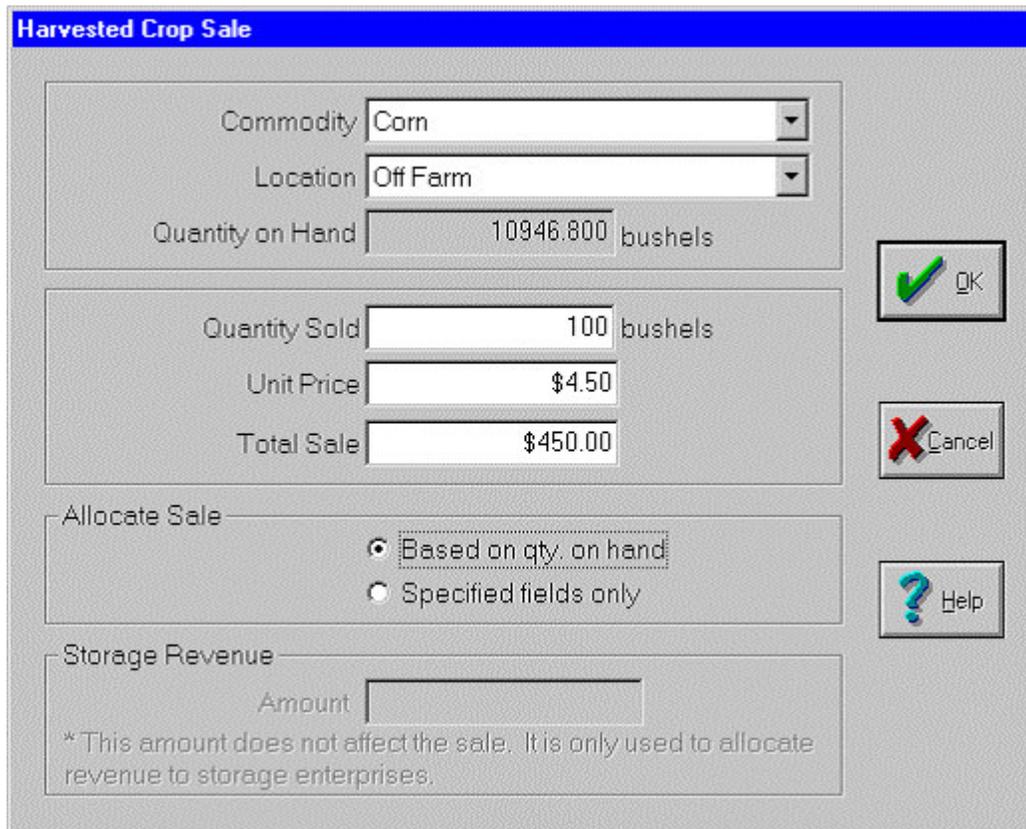


Entering Commodity Wages

Farm Funds allows you to enter commodity wages so that a sale is recorded for the commodity, which goes back to the fields that the crop came from. Additionally, the program will update the pay records of the employee that received the crop. To record Commodity Wages:

Entering Sales of Commodities

To record sales of commodities:



Harvested Crop Sale

Commodity:

Location:

Quantity on Hand: bushels

Quantity Sold: bushels

Unit Price:

Total Sale:

Allocate Sale:

Based on qty. on hand

Specified fields only

Storage Revenue:

Amount:

* This amount does not affect the sale. It is only used to allocate revenue to storage enterprises.

OK

Cancel

Help

1. Select Income, Sales and Deposits from the Accounting menu then select Record Income or Sales.
2. Select the employee who received the commodity payment from the Purchaser drop-down list. If necessary, select <Add/Edit> to add the employee to the list.
3. A brief Description may be entered to summarize your transaction.
4. Enter the Date of the commodity payment where indicated.
5. Select the Harvested Crops  button in the Items Sold area.
6. Choose the Commodity from the drop-down list and the storage Location. The Quantity on hand will be displayed.
7. Enter the amount of the crop given to the employee for the Quantity Sold.
8. Enter a Unit Price or the Total Sale amount that represents the amount of the payment. This is usually the fair market value of the commodity.

9. Select the OK button to continue.
10. Select the Other Sales and Expense Reductions button. 
11. Enter the Amount of the commodity payment as a Negative number.

Income, Sales, and Deposits

Sales Options Deposit Options

Purchaser: Phil Haynes Date: 12/21/2007 Journal entry #: 1404

Description or Invoice #:

Add to list of templates

Items Sold:

 Corn from Bin #3	200.000 bushel	800.00	-
 Wage Expenses		-800.00	-
Total Sales		0.00	

12. Choose the Expense Accounts category and select *Wage Expense*. In the Enterprise Allocation section select *People* and select the employee.
13. Select OK to continue.
14. The Items Sold area will show both entries, which will balance each other out as a zero dollar sale.
15. Select the Record button to post this transaction.

Entering Commodity Wages

1. Select Payroll from the Accounting menu then select Pay Calculation.
2. Select the Employee that you are paying.
3. Enter the starting and stopping dates for the pay period. This will default to the period after the last payroll that was entered.
4. The Wages area will be used for entering information about how much the employee worked. Select <Add/Edit> from the Type of pay drop-down list to set up a new pay type for the commodity (such as Corn, Beans, etc). Then select the new commodity Type.
5. Enter the Quantity of the commodity that was given in wages.
6. Enter the market value of the crop for the Rate.
7. Select the Calculate Pay button.
8. Zero out all of the withholdings that are computed.
9. Click on the Misc Deductions button.

Pay Calculation

Employee:

Pay Period: -

Wages

Type	Qty.	Hours	Rate	Total
Hours	0.00	0.00	0.00	0.00
Overtime Hours	0.00	0.00	0.00	0.00
Commodity Wages	200.00	0.00	2.00	400.00
Gross pay				400.00

Insert Hours Column

*Allocation Hrs.
 Pay Periods

*Allocation hours are only for enterprise reports and do not affect pay.

Summary

Gross pay	400.00
Taxable pay	400.00
Federal Tax	43.99
FICA	24.80
Medicare	5.80
State Tax	1.84
City Tax	0.00
County Tax	0.00
Wage Expenses	323.57
Net Pay	0.00

10. Enter the commodity wage amount and select Wage Expense for the offsetting account.
11. Enter the approximate number of hours worked for the Allocation Hours.
12. Click on the Record button to save the information.
13. Go to the Record Payroll Checks box (Accounting – Payroll – Record Checks) and record the commodity paycheck.