AGVANTAGE TRAINING CONFERENCE
Pacific Northwest

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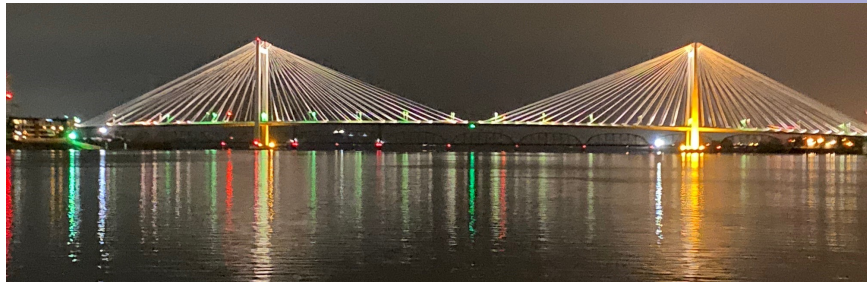
Thank you to all who attended our Pacific Northwest AgVantage Training Conference in November 2019, and made this such a successful event. We spent two and a 1/2 days at the Courtyard by Marriott on the Columbia River in Richland WA. We spend the first 1/2 day learning what's new in Edge Energy. Then we spent the next two days getting hands on training in Edge Inventory, Grain, Invoicing, AR and AP. It was nice to see all the new reports and features that have been added since our event last year, specifically for the needs in the PNW.   We spent some of our favorite time in a Question and Answer session. The entire event was a great opportunity to ask questions that pertain to anything in our jobs and to share shortcuts to improve our daily tasks. There were highlights in almost every software package.

To top off these informative days, we had a fun night on the "Water to Wine" dinner cruise. We spent the evening wining and dining aboard the 96-foot Chrysalis luxury yacht on the Columbia River. It was fun getting to network with other conference attendees and some of our own people from other branches that we don't get to see on a daily basis.

In This Issue:

"This is a great conference, we really appreciate AgVantage coming out here to train us and talk about the way we do things in the PNW"

Roasted Green Beans and Mushrooms
**by Valerie Ahlers,
Customer Services Rep.**

INGREDIENTS:
Fresh Green String Beans (or a bag of fresh beans)
8 oz. fresh sliced mushrooms
Olive Oil
Garlic Salt
Shredded Parmesan cheese

Place green beans and mushroom in a single layer on a foil-lined jellyroll pan. Sprinkle with olive oil. Lightly sprinkle garlic salt. Sprinkle with 1 c. shredded Parmesan cheese. Bake at 350 for 10-15 minutes until cheese is slightly melted.

This can be done with other vegetables- broccoli, asparagus, julienne carrots, etc.

Nice way to add color to the plate and "eat your vegetables"

Upcoming AgVantage Events!

January 22-23, 2020   **Ohio Area Training Conference** at the Renaissance in Westerville, OH

June 17-19, 2020   **National User Conference** at Hyatt Regency in Bloomington MN

AgVantage Software Holiday Schedule
We will be closed or have reduced hours on the following dates to allow our employees to enjoy the holidays with their families.

Christmas Eve	Tuesday, 12/24	Open 8-Noon
Christmas Holiday	Wednesday, 12/25	Closed
New Year's Eve	Tuesday, 12/31	Open 8-3 (CST)
New Year's Holiday	Wednesday, 1/1	Closed

Save the date!

End of Year Updates for Payroll, Accounts Payable, Grain & Patronage

Karen Tidd & Valerie Ahlers
Customer Services Representatives
karent@agvantage.com, valeriea@agvantage.com

Payroll End of Year

W-2 information is CHECK DATE DRIVEN—the date on your paycheck will determine what year the wages are reported to the SSA so be sure to look ahead on your calendar to plan your last Payroll (PR) for the year. Doing a test run using Accuwage is highly recommended. In previous years, Business Services Online offered a version that you could upload your file and run on their website or download the version to your computer. Many did the testing on BSO website and was very successful-saves you time and hassle.

In 2016, we made a change to the laser overlay to automatically change the YEAR on the W-2 to match the YEAR you are running the W-2 for. Please test one (your own) W-2 to verify. Be certain to watch the message board for the latest in procedures and PTF's. Even though you do not generate the W-2's until after you have saved off the files after the last PR for 2019, usually these PTF's need to be applied previously. Also, watch for **e-trainings** on the End of Year procedures as an update or review of procedures.

We will have the new Federal Withholding tables on the Message Board after we find out what it is, but it is your responsibility for your state and local tax tables. The government is still discussing changes to the tax laws so watch carefully- if you are notified of changes or see information on them, please let us know so we can pass them on. If you have questions, fax (507-288-7525) or email them to support@agvantage.com and we will help you with them. This also applies to local and school tax information.

As changes happen, PTF's may get updated so be sure to watch because there may be multiple messages on the Message Board and the list of PTF's may get updated. There will also be a checklist for the EOY procedures posted. Be sure if you have to "add" things in PR, such as reporting personal use of company vehicle, that you get that as part of the PR for 2019, before you do a 2020 PR.

<u>**REMINDER: W2's need to be mailed to employees and electronically filed by Jan 31, 2020.**</u>

Thank you for
your continued support!

1099 MISC

Important Due Dates:
   Recipients Copy   Jan. 31, 2020
   Electronic Filing: Jan. 31, 2020

Formats:
   F = Forms
      G = Govt.   **Mailed to IRS and shows full SS no.**
      R = Regular printer
      L = Laser printer   **Mailed to recipient and masks SS no.**

      L = Letter
         Masks SS number

Tips:

The limit remains at $600 so check your constant file to see if it contains that amount. Also check that your company phone number is there. This comes from the constant file.

Check through your list of vendors to see who is marked to receive 1099's. Be sure you have their Fed. ID or SSN. **You can do this now.**

- 1099's are determined by the CHECK DATE, not the date you merge or the invoice date so be sure you have all checks printed you want to be part of 1099's.

- We have added an IRS Name field in the Vendor Master to be populated IF the name on the Vendor account is different than the Federal ID or SSN. Companies have been getting notices from the IRS   stating the name on the 1099 does not match the name on the SSN or Federal ID. *You may know the business as Tom's Lawn Care but the Name that is associated with the SSN is Tom Jones- then put that name on the IRS line with surname first. It should read as Jones Tom.*

- When you run your 1099 report, the $$ will update the vendor master. If you need to make a correction, go to the vendor master and then enter the amount, however, do not run the report again.

- You can run test 1099's on plain paper to verify information and then rerun on the forms. There is also a letter format available now that can be run on company letterhead. Preprinted forms are still available in these formats -**Type G is government and has SSN listed** and **Type L is laser for the vendor and has masked SSN**. **R is for pin-fed forms.**

Watch the Message Board for program updates (PTF's)

AgVantage®
BUSINESS INTELLIGENCE

1099 PATR, INT & DIV

Important Due Dates:
 Recipients Copy: **Jan. 31, 2020**

 Electronic Filing: **Mar. 31, 2020**

IMPORTANT - New 1099 Info:

Any changes to the patron's name, address or Tax ID in the customer file will not affect the patron's information in the tax files.

Depending upon your company procedures, the names, addresses, tax id's could be updated in the tax file from the customer file using option 21. Update U9USTAX With Customer info of the Government/Patron Reporting Menu. This will copy any changes to the tax file for all patrons.

Box 7 Qualified Payments is new this year which is the total of box 1. Patronage Dividends and Box 3 Per unit Retain Allocations. The programs will be modified to accommodate Box 7.

Other Info:

FORM 4419 is available to apply for a Transmitter Control Code if you are a first-time filer. This   allows your 1099 information to be sent electronically to the IRS.

For states participating in the Combined Federal/State Filing program a test file is only required for the first year.

The Customer file contains an IRS name field which is used **ONLY** if the account name is different than the Social Security number or Federal ID used to file your taxes.

 Example: Account name - Joe and Mary Smith
  Tax ID: 123-56-6789 (Joe Smith's Social Security Number)
  IRS Name – Smith Joe

The withholding tax rate has changed from 28% to 24% which can be modified in the constant file.

Grain End of Year

 Check the Message Board to attend e-Training Classes on Deferred Grain Checks.
Beat the rush and learn how to print the checks BEFORE the end of the year!

**If you have not ordered your End of Year forms, please contact
Kari Apenhorst at karia@agvantage.com**

Happy Holidays!

**Updates on New Releases &
Software Releases Coming Soon**

*Dave Hammond
V.P. Programming
daveh@agvantage.com*

AgVantage - Version 8
New Releases

Admin Edge
- Add auth to AR -> Customer Info (439095)
- Edge Logo Management (475497)

Agronomy Edge
- Edge Agronomy Shipping Document (444172)
- Use "print multiple" settings from const when printing blend sheets (455117)
- Restricted items do not prompt for pesticide number on workorder (456704)
- Ability to make map larger & click on outline of field=see info (457997)
- Updates to the Datasilo Interface (Active/Inactive Farms and Fields) (469650)
- Adds SHPi.exe and dll to Edge Agronomy TOC (476301)

Accounts Payable Edge
- Invoice Entry total the quantity column (446896)

Accounts Receivable
- Counter- Increase Total qty on screen to 13/4 from 11/4 (473073)
- Payment history screen doesn't show - sign (475557)

Accounts Receivable Edge
- Customer Portal - Split Group Tab (430832)
- Customer Information Maintenance (449157)
- Create AR Edit Process in Edge (451703)
- AR Department Maintenance (459615)
- FLC File Maintenance (459617)
- Sales Area Maintenance (459719)
- Contract Class Information Maintenance (459727)
- Print Prepay Expired Contracts (459764)
- Report Summarized List of Booking Contracts (459769)
- Remove a Selected Customers Booking (459775)
- Total Balance to show all the invoices for all terms (474247)

CRM Edge
- Make Prospects Do Everything Customer Profile Does (415515)
- Communication updates (474371)

Fully Integrated
Accounting
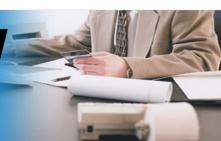
AgVantage®
EDGE

*Please see our
Message Board
for many product
enhancements continuously
available.*

(continued from previous page)

Feed
- Repete Interface - new flag to update ration in Repete (449218)

Feed Edge
- Print Feed
- Project Summary by Product (343734)
- Add Daily Feeding Cost to Ration pricing (446189)

General Ledger Edge
- Enhancement added option to inactive all GL's in a location (451218)

Grain Edge
- U5MNSL-3 Advances Maintenance (sales) (344512)
- Cust Portal - Customer Account Details now includes additional info (403168)
- U5MNEM-5.1 Statement - Grain Bank Activity (408270)
- Cust Portal - Purchase Reports Tab (425350)
- EDGE Sales Control Tab - include Delivery End Date (461504)
- Cust Portal-Purchase control list - Add delivery end date & filters (463985)
- Cust Portal - Sales Reports tab (470499)

Grain Scale PC
- Problems with IP Displays Screen Advancement (475180)

Interfaces
- Change U6FIELDBND to use max instead of count (475526)
- Bushel - Commodity balances - delete balances not sent (475555)

Inventory Edge
- Edge Inventory add menu option U8MEN6-3 Inv Blends Setup (464600)
- REVERSE INVENTORY LOC TRANSFERS - Add Grain bins transactions (468490)

Invoicing PC
- CDD 16 Bring comment from anhydrous header file over to PCINV (374783)

Seed Edge
- Show amounts for cost per unit and cost per acre on screen (468462)
- Add Company Logo Back to Seed Quote (473122)

For pricing info, please contact Michelle Blomberg at michelleb@agvantage.com or 877-282-6353.

AgVantage Software Releases Coming Soon:

Admin Edge
- Add URCI package to Admin and User Prefs for landing page (476048)
- Allow Global/Company Settings (471642)

Accounts Payable Edge
- Bank Recon needs to include transaction type GT (468833)

CRM Edge
- Add location number to salesman dropdown in user setup area (423944)
- Add customer number to CRM customer lookup (471898)

Dispatch Map Edge
- Need turn by turn directions with voice-after mapping changes (381177)
- Add column to grid with route description (466827)

Energy Edge
- Add customer name to Customer Edit/View portal (477730)

Feed Edge
- UFMENU-25 View Discount and Charge Code Table (343737)
- UFMENU-27 List Salesman/Vendor Orders (343739)

Grain
- Target price offers rpt- add futures price, mo & yr (425941)

Grain Edge
- U5MNLT-1 Lot Maintenance (381671)
- U5MNEM-5.2 Save & Summarize - Grain Bank Activity (408271)
- Settlement Check Report - Add filter for deleted date range (464003)
- U5MNMG-10 Trades Maintenance (408320)

Inventory Edge
- U8MEN1-10 Blend Adjustments (464782)
- Blend adjustment Edit/Merge (470877)

AgVantage Software, Inc.