



Coronavirus Food Assistance Program (CFAP)

Help Guide for Accessing your Data via eAgriculture



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Overview

On Wednesday May 20th, the USDA released more information on the Coronavirus Food Assistance Program (CFAP). Applications for CFAP payments open May 26th and close August 28th with additional information and forms available from USDA at <https://www.farmers.gov/cfap>.

The purpose of this document is to assist our members in navigating our online user portal to obtain the necessary information to complete their CFAP application.

In the event that you are experiencing difficulties accessing your information, please contact your Landmark Grain Marketing Specialist for assistance.

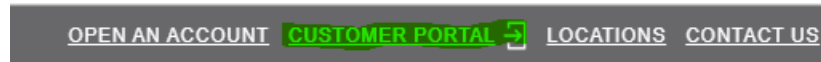




Accessing the Online Portal

To access Landmark Services Cooperatives online customer portal, open up your web browser and go to <https://www.landmark.coop>

At the top of the page in the gray bar, click on the link where it says 'Customer Portal'



Once clicked, you will be taken to the sign-in page for the online portal.

For First Time users, please proceed to the next page for details on how to access your Landmark account online.





First Time Users

These instructions are for new users who have not accessed Landmarks online portal eAgVantage.

1. If this is your first time accessing eAgVantage, you will need your Landmark Customer Number. This can be found on a prior statement, settlements or scale tickets. If you cannot find this, please can contact the credit department by dialing (800) 236-3276 and selecting option #7.

****Make sure you save this number****

2. Once you have your eAgVantage Account ID, navigate back to the sign-in page and click on “First time sign on” on the sign-in page to start the enrollment process.

Account Authentication

- [First time sign on](#) - First time users must use this option.
- [Forgot your password?](#)

3. Once clicked, you will be asked to enter the information requested below.

First Time Sign on

Account ID:

**** Valid characters for passwords are: a-z, A-Z, 0-9 and @#\$_**

**** Max number of characters for password size is 10 characters.**

Password:

Password:

Federal Tax ID/SSN#-last 4:

E-mail Address:

- Your Account ID.
- Set the password to whatever you wish to use and that falls into the password requirements listed.
- Your Federal Tax ID or Last of your SSN#
- Email address to receive notifications. This will be used if you need to reset your password. Make sure this is an active email account

Congratulations! You are set and ready to Log-in.





Password Reset

Follow these instructions if you cannot remember your eAgriculture password.

1. Navigate to the eAgriculture log-in screen.
2. Click the link to the left side of the page for 'Forgot your password?'

Account Authentication

- [First time sign on](#) - First time users must use this option.
- [Forgot your password?](#)

3. Enter your Account ID in the box provided and press 'Submit'

Forgot Password

Account ID:

4. You will receive an email with a password reset link in the email you provided.



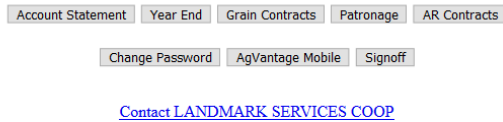


Proof of Yields

To access your Proof of Yields data, please follow these instructions once you have logged into the eAgvantage portal and are at the Home Page

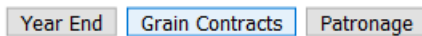


eAgVantage® Menu

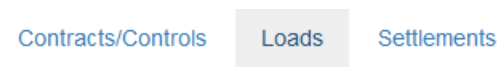


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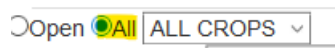
1. Select 'Grain Contracts' from the menu



2. Select the 'Loads' tab



3. Select 'ALL' to choose all Loads and All Crops.





4. Enter the Start and End Date tha you want to view your data

Date Range - Start: End: Refresh

Clicking the Calendar Icon  will display a pop-up window with a calendar



5. Once you have entered your dates, press 'Refresh' to view your data.

Start: End: Refresh

The system will provide you with all of your Loads for the date range you selected by Crop.

Crop	Number	Load Date	Location	Lot#	Net Units	MST	TW	FM	DAM	Splits	HD	
BEANS	23456	05/25/20	COTTAGE GROVE		916.67	12.20	58.10	1.00	1.00	0.00	0.00	N/A
BEANS	23457	05/25/20	COTTAGE GROVE		916.67	12.90	57.20	1.00	0.00	0.00	0.00	N/A
BEANS	23458	05/25/20	COTTAGE GROVE		916.67	12.90	57.40	1.00	0.00	0.00	0.00	N/A
BEANS Total					2750.01							
CORN	12345	05/28/20	COTTAGE GROVE		575.86	14.20	55.60	3.00	2.00	0.00	0.00	N/A
CORN	12345	05/28/20	COTTAGE GROVE		406.28	14.20	55.60	3.00	2.00	0.00	0.00	N/A
CORN	12346	05/25/20	COTTAGE GROVE		982.14	14.60	54.00	2.10	3.00	0.00	0.00	N/A
CORN	12347	05/25/20	COTTAGE GROVE		979.19	15.20	55.60	3.00	2.00	0.00	0.00	N/A
CORN	12348	05/25/20	COTTAGE GROVE		38.67	15.10	54.90	3.00	2.00	0.00	0.00	N/A
CORN	12348	05/25/20	COTTAGE GROVE		942.00	15.10	54.90	3.00	2.00	0.00	0.00	N/A
CORN	12349	05/25/20	COTTAGE GROVE		982.14	14.80	55.20	3.00	2.00	0.00	0.00	N/A
CORN TOTAL					4906.28							

CSV

6. To export the data to a CSV file, click the CSV button  at the bottom of your data list.





Contracts and Controls

To access your Contracts data, please follow these instructions once you have logged into the eAgVantage portal and are at the Home Page



eAgVantage® Menu

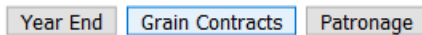
Account Statement | Year End | Grain Contracts | Patronage | AR Contracts

Change Password | AgVantage Mobile | Signoff

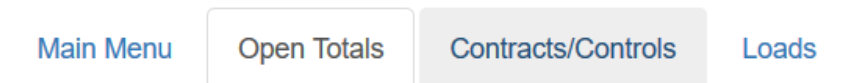
[Contact LANDMARK SERVICES COOP](#)

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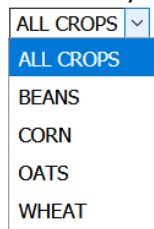
1. Select 'Grain Contracts' from the menu



2. Select the 'Contracts/Controls' tab



3. On the Contracts page, you can view the data in different ways.
 - a. Choose whether you want to view Open or Filled contracts
 Open Filled
 - b. Choose if you want to view ALL Crops or a specific crop (Beans, Corn, Oats, Wheat)





c. Choose what type of Contract you wish to you wish to view.

ALL TYPES ▾

- Loan-Receipted
- CCC-Receipted
- Collateral-Receipted
- Fixed Price Contract
- Basis Contract
- Futures/Cash Contract
- Minimum Price Contract
- Delayed Price Contract
- Put/Cash Contract
- Target Price Offer
- Cash
- Unreceipted
- FOB-Storage
- Open Storage
- Delayed Price

4. After choosing your contract options, choose whether you want to sort the data by Type or by Date and press 'Refresh' to view your data.

Sort By: Type Date Refresh

Crop	Type	Number	Comment	Delv. Start Date	Contracted Units	Undelivered Units	Unsettled Units	Final Price	# of Price adj	Basis Amt
BEANS	Futures/Cash Contract	65679	average price	11/01/20	46024.39	46024.39	0.00	0.00000		0.00000
	ETD	47740	hold		0.00	0.00	2750.01	0.00000		0.00000
BEANS TOTAL					46024.39	46024.39	2750.01			
CORN	Fixed Price Contract	65725	jun 20 3.1075	06/01/20	1000.00	1000.00	0.00	3.10750		-0.36000

5. Repeat steps 1-4 to review data in a different manner or to drill down by Crop if you chose to look at all Contracts.





Settlements

To access your Settlements data, please follow these instructions once you have logged into the eAgVantage portal and are at the Home Page



eAgVantage® Menu

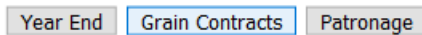
Account Statement | Year End | Grain Contracts | Patronage | AR Contracts

Change Password | AgVantage Mobile | Signoff

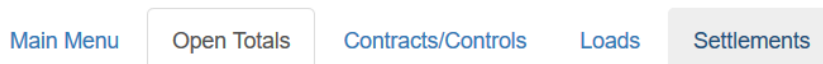
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1. Select 'Grain Contracts' from the menu



2. Choose the 'Settlements' tab

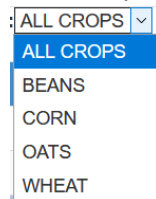


3. On the Settlements page, you can view the data in different ways.

- a. Choose the Contract Status, between Open and Filled.

Open Filled

- b. Decide if you want to look at ALL Crops, or individual crops (Beans, Corn, Oats, Wheat).





c. Choose what type of Contract you wish to you wish to view.

ALL TYPES ▾

- Loan-Receipted
- CCC-Receipted
- Collateral-Receipted
- Fixed Price Contract
- Basis Contract
- Futures/Cash Contract
- Minimum Price Contract
- Delayed Price Contract
- Put/Cash Contract
- Target Price Offer
- Cash
- Unreceipted
- FOB-Storage
- Open Storage
- Delayed Price

4. After choosing your contract options (Contract Status, Crop Selection, Contract Type), press 'Refresh' to view your data.

Contract Type: ALL TYPES ▾ Refresh

The data will be sorted by Crop and aggregated by contract type. Providing both line item details, but also totals for each contract type by crop and a total overall unit as well.

Crop	Type	Contracted Units	Undelivered Units	Unsettled Units
BEANS	Futures/Cash Contract	46024.39	46024.39	0.00
	ETD	0.00	0.00	2750.01
	BEANS Total	46024.39	46024.39	2750.01
CORN	Fixed Price Contract	1000.00	1000.00	0.00
	Basis Contract	2500.00	0.00	2500.00
	Futures/Cash Contract	270449.27	270449.27	0.00
	Open Storage	0.00	0.00	2000.00
	ETD	0.00	0.00	406.28
	CORN Total	273949.27	271449.27	4906.28
	Grand Total	319973.66	317473.66	7656.29

