



# Harvest Checklist



- First time delivering to us? Please call or stop-in to have an account set-up. We will have cards ready for you when you pull on the scale the first time.
- Additional splits with partners or landlords that have not been set-up? Please contact us or drop-off to us anytime. Please included name, address, telephone, split percentage, and if the checks are to be held or paid.
- Please let us know when you come to the inbound scale if there are any splits or the name on the card is not the name the corn is being delivered under. Correction of ownership/splits must be made within 24 hours.
- We know it can be a challenge to communicate over truck noise and suggest writing split/contract/etc information on a small dry-erase board or paper and hold-up.
- Contract or spot? Please let us know when scale-in. Corn delivered without contract will be spot sold at the closing price each day.
- If you are directed to a certain pit, please make sure to look at the sign above the door and wait to be directed to unload.***
- Please be aware of traffic flow changes that may take place. Please alternate corn/feed trucks when there are lines. Reminder: Speed limit is 10MPH*
- Port-o-lets are available for your convenience.
- Reminder: Smoking is NOT permitted on POET property at anytime. Children and animals must remain in the truck.
- Sign-up for our text alerts! Not only will you receive the most current bids, but information regarding special hours and important information regarding corn receiving.
- Have you set-up direct deposit? It is the quickest, least contact, way of receiving payment. Settlements are paid on Tuesday and Thursday, please let us know if you would like paid. Forms are available at the scalehouse window, via email (see below), and on our Cash Bid page for your convenience.  
<http://shb.poetgrain.com/index.cfm?show=11&mid=3>
- Thank you for choosing POET and have a safe harvest!

**Contact Us: 317-699-4135 or toll-free 833-475-2676**

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