



Comark Equity Alliance, LLC

Guidelines for Daily Business

(04/02/2018)

- Grain purchases can only be made during market hours (8:30 am to 1:15 pm) Monday through Friday. If a producer would like to sell grain outside of market hours, please ask them to place an open order. If their price is achieved, they will have a contract.
- All purchases will be made off of live quotes at all locations. If the market is UP THE LIMIT, grain will be bought at the limit up price. If the market is DOWN THE LIMIT, you cannot buy grain at that price. Please call CEA to get a price for the producer. Normal daily limits are: Wheat 30c/bu; Corn/Milo 25c/bu; Soybeans 70c/bu.
- Local bids must follow the basis set by CEA unless prior approval is obtained from CEA.
- Rounding of Bids to producers: round down if the price includes a ¼ of a cent, round up if the price includes ½ or ¾ of a cent.
- All purchases must be settled by 1:15 pm on weekdays. Please call CEA before 1:15 pm if you need more time and we'll make sure to have your purchase(s) covered. Thanks!
- The following Delivery Dates apply to New Crop Contracts:
 - Wheat
 - Southern OK: May 15th – June 30th
 - Central/Northern OK: June 1st – June 30th
 - South Central/Southeast KS: June 1st – July 15th
 - TX/OK Panhandle, Northwest KS: June 1st – July 30th
 - Milo/Corn/Soybeans
 - All locations: Aug 1st – Nov 30th
- No fees for new crop contracts unless they require the use of an option (e.g. Minimum Price, Min/Max, Put Cash). The fee on contracts using options is 3 cents/bu.
- The Price by Date on Futures Only and Basis Only contracts will be the last business day of the month preceding the Board of Trade futures month applicable to the contract.
- **Buyouts of new crop contracts are allowed. The cost to buyout will be determined by the current farmer bid at the delivery location and the date of the buyout. If the buyout is requested prior to harvest, the cost will be the current farmer bid at the delivery location plus \$0.15 per bushel times the number of bushels to be bought out. If the buyout is requested during the harvest period (as a result of partial or total crop failure), the cost to buyout undelivered bushels will be the current farmer bid at the delivery location plus \$0.05 per bushel. CEA must be notified by the GM or Location manager if a producer desires to buyout.**
- In the event of crop failure, a producer who does not wish to buyout will be allowed a onetime roll to the following crop year. A fee of 20 cents/bu will be assessed to the spread between futures contracts. Requests for additional rolls of the same contract must be approved by the GM.
- **The first bushels delivered in the account of producers with a new crop contract will be applied to the contract, unless specifically instructed by the producer not to. If a producer has multiple contracts, the oldest contracts will be applied to first, unless specifically instructed otherwise by the producer.**
- Lien notices will be maintained as follows:
 - OK Coops: CEA will upload notices in AgTrax from Oklahoma's Central Filing system.
 - KS Coops: Member responsible for maintaining notices.
 - TX Coops: Member maintains notices from Texas' Quarterly report.
- Storage and discounts will apply to producer grain bank.
- A 30 cent/bu IN/OUT fee plus storage will be assessed if a producer wishes to load out his grain. An additional 8 cents/bu applies if grain is loaded to a third party (please see Tarriff).
- Producers have a 15 day grace period on storage. Storage from day one will apply if the grain is sold after 15 days in the elevator.
- Storage will be billed to producers at the end of the year following the year of delivery.
- Deferred Payment grain checks will be mailed to producers from each corresponding member cooperative.
- Local sales may be made to customers as long as the quantity does not exceed 10,000 bu. In that event, the Member needs to call CEA to purchase the grain.