



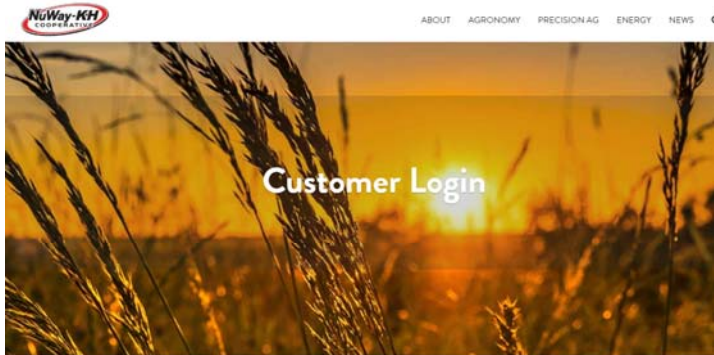
NuWay-K&H Cooperative
PO Box Q
Trimont, MN 56176

NuWay-K&H Cooperative
PO Box 188
Wesley, IA 50483

Trimont Office: 800-445-4118
Wesley Office: 800-244-6101
NuWay-KandH.com

Accessing myfarmrecords

1. After navigating to our website (www.nuway-kandh.com), click “Customer Login” on the top control panel.
2. Click on “NUWAY MY FARM RECORDS”, this will bring you to a login screen



3. If you were a legacy K&H customer and this is your first time logging in to your myfarmrecords account, you have already been set up with a username and password. Or if you were a legacy NuWay customer and know your login credentials, simply enter them here.
 - a. Legacy K&H customers: You have all been assigned a username and password, which is stated below.

- i. Username: Your AgVance username. This is a new number as your account has been integrated into new software. Your ID can be found at the top right corner of your most recent NuWay-K&H statement (see below)



Statement Page: 2
Statement Date: ID 12345
Due Date:
Total Balance:
Payment Options:
Pay: by 06/15/2019

- ii. Password: The last 4 digits of your tax id or social security number associated with your NuWay-K&H account.

4. You have now successfully accessed your online account and your name, account number and current balances should show. Click on your account number or Account Details to see all details.

| Name | Account | Current Balance | Prepay Balance | Unapplied Balance |
|------|-----------------------|-----------------|----------------|-------------------|
| | 12345 | \$9,791.90 | \$0.00 | \$0.00 |



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Paying Invoices Online

1. Once you have followed the above steps and logged in to your account you can now review invoices, as well as make a payment to your account.
2. Under Account Details, you simply click on "Pay Invoices"

Account Summary **Account Details** Billing Status Field Plan Field Data

Change Account: 700381 Field ID: ALL

Start Date: 6/2/2019 End Date: 7/2/2019

Go

| | | | |
|-----------------|----------------|-------------------|---------------------|
| Current Balance | Prepay Balance | Unapplied Balance | Pay Invoices |
| \$9,214.40 | \$22,370.39 | \$0.00 | |

3. On the payment screen you can choose to pay a set dollar amount by entering the desired payment amount (the system will default to your total balance due), or select certain invoices to pay. Then click continue.

Your account balance is: **\$9,214.40**

Pay the amount you enter here: \$9,214.40

Select which invoices to pay here:

Total payment amount selected from the grid below is: \$2067.51

| Invoice # | Date | Location | Due | Gross | Unpaid Amt | Discount Date | Discount Amount | Payment |
|-----------|-----------|----------|-----------|------------|------------|---------------|-----------------|------------|
| 434613 | 6/15/2019 | 01 | 7/15/2019 | (\$339.89) | (\$339.89) | 1/1/1900 | \$0.00 | (\$339.89) |
| 433311 | 6/15/2019 | 01 | 7/15/2019 | \$1,465.00 | \$1,465.00 | 1/1/1900 | \$0.00 | \$1,465.00 |
| 434120 | 6/15/2019 | 01 | 7/15/2019 | \$1,725.45 | \$942.40 | 1/1/1900 | \$0.00 | \$942.40 |
| 434182 | 6/15/2019 | 01 | 7/15/2019 | \$1,865.84 | \$1,156.40 | 1/1/1900 | \$0.00 | \$1,156.40 |
| 434215 | 6/15/2019 | 01 | 7/15/2019 | \$952.73 | \$588.49 | 1/1/1900 | \$0.00 | \$588.49 |
| 434216 | 6/15/2019 | 01 | 7/15/2019 | \$3,674.55 | \$3,674.55 | 1/1/1900 | \$0.00 | \$3,674.55 |
| 433791 | 6/16/2019 | 01 | 7/15/2019 | \$375.00 | \$375.00 | 1/1/1900 | \$0.00 | \$375.00 |
| 434261 | 6/16/2019 | 01 | 7/15/2019 | \$976.59 | \$976.59 | 1/1/1900 | \$0.00 | \$976.59 |
| 437635 | 6/20/2019 | 01 | 7/15/2019 | \$880.51 | \$5.89 | 1/1/1900 | \$0.00 | \$5.89 |
| 436685 | 6/26/2019 | 01 | 7/15/2019 | \$2,378.40 | \$8.30 | 1/1/1900 | \$0.00 | \$8.30 |
| 436853 | 6/26/2019 | 01 | 7/15/2019 | \$1,937.08 | \$9.79 | 1/1/1900 | \$0.00 | \$9.79 |
| 437633 | 6/28/2019 | 01 | 7/15/2019 | \$340.00 | \$340.00 | 1/1/1900 | \$0.00 | \$340.00 |
| 437931 | 6/30/2019 | 01 | 7/15/2019 | \$2,350.27 | \$11.88 | 1/1/1900 | \$0.00 | \$11.88 |

Pay with Online Check

Continue

4. The final step is to fill out your personal information and bank account information then click submit.

Billing Information

Name: _____

Address: _____

City: _____

State: -- Select State --

Zip Code: _____

Phone: _____

Account Information

Account Number: _____

Routing Number: _____

Check Number: _____

DDA Account Type: Checking Savings

Check Type: Personal Business

Submit