



ONLINE TRANSFER INSTRUCTIONS



- 1 Go to the Grain Mate website www.grainmate.com.au.
- 2 Click **Login** at the left of the screen, enter your **payee ID** and **password**.
- 3 Select **Title Transfer** on the left hand menu bar.
- 4 Select the grade you wish to transfer and click the **title transfer** button.
- 5 Select **title transfer to a pool or structured contract**.
- 6 This will load the transfer screen and give you five minutes to complete the transfer.
- 7 Select your **NGR (delivery card)** where the stock is to be transferred from.
- 8 Enter the amount you wish to transfer.
- 9 Use the drop down to select the **buyer and pool type**. The drop down menu will consist of the programs shown in the below table.

Advantage Programs and Distribution Options

Advantage Flexi	Monthly Payment (DIY)	Deferred Payment (DIYD)
Advantage 4	Monthly Payment (AC)	Deferred Payment (AE)

- 10 Select **next**.
- 11 You can choose either **automatic transfer** where your delivery tickets are automatically selected (first in last out) to the tonnage requested, or **manual transfer** where you select specific tickets.
- 12 Select **return to Grain Mate** to ensure details are correct.
- 13 If there are any accumulated charges, you will be advised at this point.
- 14 Select **continue**.
- 15 Your title transfer is now complete. The final page will appear with a reference number listed for your records.

For more information, call Advantage Grain on 1300 245 586