

# CargillAg Registration Form Tip Sheet

The CargillAg Registration document is a legal binding document with which Cargill ensures the customer:

- Understands and agrees to the terms and conditions of using the website.
- Establishes the ownership of specific business accounts.
- Identifies business accounts for electronic signature on contract documents.
- Provides the user with the optional ability to sell grain and place offers.
- Provides legal name and initials to be used for electronic signature when applicable.
- Provides email address to be used for signing in to the account data portion of the website and for email communication.

Tips for completing the document:

## Owner/User Information

- This page allows for 1 account owner. Each individual must fill out their own registration form.
- If multiple people own some but not all accounts together, you will need to use separate registration forms for each owner.
- All information must be complete. Enter a full legal name (*How you sign Legal Documents*) and date for the account owner and ensure the owner signs the form. **The owner should be a person's name, not a business name.**
- All lines must be completed.
- Use page two if registering for more than four accounts. Otherwise it may be left blank.
- Each individual must have a unique email address. If account owners share an email address, register only one individual.

## Identified accounts

- This document should list all Lynx Business Accounts owned by the individual identified.
- Account Name and Account ID are required. (This number can be found on your settlement documents next to your Business Name, or you may leave it blank and Cargill will record the number at the time of registration.)
- Each Account name will select one of the three appropriate web access from the following options:
  - *Account Owners*
    - **E-Sign only\*** – Any Individual that has ownership rights and can approve contract documents.
    - **E-Sign & E-Transactions\*** – Any Individual that has ownership rights and can make both eTrades and approve (e-sign) contract documents.
    - **View Only** – Any Individual that does not wish to E-Sign contract documents **or** that has been given view access rights to an account but does not have ownership rights to the account and cannot make trades and approve (e-sign) contract documents.
  - *Authorized Users*
    - **View Only** – Any Individual that does not wish to E-Sign contract documents **or** that has been given view access rights to an account but does not have ownership rights to the account and cannot make trades and approve (e-sign) contract documents.
    - **Market** – Any Individual that has ownership rights and can make both eTrades and approve (e-sign) contract documents.

**\*Note-** If signing up for E-sign, all Contract and Settlement documents by default will no longer print and will be found online. All Contract documents going forward will need to be signed online. If you would like your Settlement documents to continue to print and be mailed to you, please let us know when submitting the registration document.

- If the Authorized User is being given access to account(s) by another Registered CargillAg user, the owner of those accounts must complete the box at the bottom of page 1.
- In the event of one Individual requesting access to multiple accounts “owned” by other Individuals it may be a better fit to use the Account Authorization Grain form(s) in addition to the Registration form. In this situation please contact your local Cargill Representative to obtain this form.

**ACH**

- Check the ACH box for accounts that wish to sign up for Direct Deposit. Please complete page 3 of the form for each account requesting Direct Deposit.

*Mail/email/fax form to: **Your local Cargill office** or [cargillag@cargill.com](mailto:cargillag@cargill.com)*