# Selling Livestock and Generating a Bill of Sale

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When you sell livestock from your farm, you probably want to retain information about the sale like who bought it, when, and for how much, and likely want a bill of sale contract for the buyer to sign as well. You will also want to update the animal's status in Farmbrite so it is no longer included in your groups, feedings, and treatments. Of course you'll still want to retain a historical record that you had the animal as well, and be able to search for it if you ever need to refer back to your data.

You can sell animals individually or in bulk in Farmbrite, and this article will walk you through both options.

#### Selling an Individual Animal

- Navigate to the Livestock tab on the left
- Click on the animal you want to sell
- From the animal record, click the Record Activity button, and choose Sell Animal
- Add information about the sale:
  - A bill of sale number is autogenerated, but you can edit this if you'd prefer something custom.
  - Notes and Keywords for you to reference later.
  - Date of Sale
  - Buyer's Name/Sold To
  - Select if you'd like to record the sale as a transaction in your Accounting system. Be aware that if you added a note in the field above, it will be included as the description in the transaction.
  - Choose if you want to generate a Bill of Sale
  - Sale Price
- Click Save
- You can then complete the fields in the bill of sale. Note that the main text is also completely customizable, and you can write any additional information you'd like to add in that paragraph. You can also print it or save it as a PDF. Read on for more details on both of those.



## **Selling Multiples Animals in a Single Transaction**

You'll find the process for selling multiple animals to a single customer at once to be similar to what you saw above. Rather than navigating to the indivdiual animals record, you'll select multiple animals from your livestock dashboard, select Bulk Actions at the top of the column, and then pick Sell Animals from that menu. A very similar window will be shown, but time you'll see an option to split the total sale price evenly between the animals, or to provide a custom price for each. Farmbrite will do the math for you if you decide to split even. Also, note there is a limit of 100 animals able to be sold at once.

farmbrite	Q Search					Quick Add • 🗘 Account • 💿 Chris	• ② Help	
Schedule	Add Animal Add Group		Search			Criteria:   Animal Types: All 🗸   Status: Active or Dry or Finis   🚍 F		
Livestock Animals	Animals Shrimp Bees 5,900 3,000 2,475 100% 015,900 42% 015,900	Salmon     Male     Female       350     3     14       6% 015,900     10% 0129     48% 0129	Pregnant 6 21% Of 29					
Grazing	Animal	Gender	Age	Last Weight	Status	Type/Breed		
Y Plantings Y	10 108 Offspring	Female	0 years, 0 months, 0 days		Active	Cattle	:	
🏕 Resources 🛛 👻	108 Offspring	Female	Female 0 years, 0 months, 0 days			Cattle	1	
Accounting 👻	GG45 Alpa Chino #22456			201.00	Active	Alpaca	1	
Market	BE Bees x2.475				Active	Bees	i	
D Farm Map	CR Chickens 550				Active	Chicken Rhode Island Reds	;	
Climate V Reports V	C0 Cow 01	Female	1 years. 3 months. 21 days	750.00	Active Exposed	Cattle	:	
	Cow 02	Female	1 years, 3 months, 12 days	480.00	Active Exposed	Cattle	:	
	CO COW 03	Female	1 years, 6 months, 0 days	720.00	Active	Cattle	:	
	C0 Cow 04	Female	1 years, 4 months, 21 days	699.00	Active	Cattle	:	
	Cow 07				Active		:	
	C1 Cow 108	Female	2 years, 1 months, 18 days	685.00	Active	Cattle	:	

# **Selling Animals From a Set Group**

You can also sell a subset of a set group. If you had a flock of 50 chickens tracked as a set group, and just wanted to sell a dozen of them, you can change the Number Sold to partially sell the flock.

Schedule	Details	Livestock / Livestock Groups / Chickens Rhode Island Reds	
Tasks	Notes	Chickens - Rhode Island Reds (Statimeter)	
Livestock ^	Schedule	Active	
Animals	Tasks		Record Activity - Edit
Livestock Groups	Treatments	Basic Information	
Grazing	Feedings	Name or Label Chickens	Recent Activity
Livestock Inventory	Inputs	Animal Type Chicken	✔ Jun. 20, 2023 - Moved to chicken coop (animal enclosure)
Plantings 🗸	Measurements	Tag Number -	D Jun. 20, 2023 - Moved into location "chicken coop (animal enclosure)"
Resources 🗸	Yield	Number in set 50 Distory	Jun. 20, 2023 - Chicken bee food 7.0 pounds
Accounting 🗸	Grazian	Status Active	May. 17, 2023 - Moved into location "northwest field b"
Market M	Grating	Location/Paddock Chicken Coop (Animal Enclosure)	
Market +	Accounting	Physical Characteristics	Ν
Contacts	Photos		13
Farm Map	Files	Breed Rhode Island Reds	
Climate 🗸		Helgine (100) And Helgine	
Reports 🗸		Additional Information	
		Estimated Breakeven 50	
		Average Feed/Day Unkown	
		Feed Conversion Rate Unkown	

## Complete a Bill of Sale

If you selected the option to generate a bill of sale, you'll next be shown an editable form to complete. You can click into any of the fields to add information like the seller's address, live stock markings, and more. When you're ready, you can click to print the bill of sale to get a paper copy. *Note: The bill of sale will not keep customer information in Farmbrite after you print it.* 

	farmbri	te	<b>Q</b> Search					Quick Add -	🌣 Account 🗸	🌍 Chris 🗸	⑦ Help
ė	Schedule		Details	Livestock / E	ison 02 [Dgrs6 A]						
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ø	Livestock	^	Schedule	0130							
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	Grazing		Feedings	LIVESU		I Sale					
	Livestock Invento	ry	Measurements	Name: Cop	perdale Gardens		Name:	Gary Grice			
٣	Plantings	*	Offspring	Address: 444	Copperdale Ln		Addres	is:			
8	Resources	~	Genealogy	City: Golden			City:				
₽	Accounting	•	Yield	State: CO		Postal: 80403	State:		Postal:		
	Market	~	Grazing	This is to certify that the undersigned has this day (May. 18, 2022) in consideration of the sum of $\frac{$3,250.01}{$2,250.01}$					n of <u>\$3,250.00</u> sol	d the following d	lescribed
2	Contacts		Accounting	livestock. The 1	itle to which (selle	er)	hereby guara	ntees:			
	Farm Map		Photos	Name:	DGRS6A Bison0	)1		G.			
¢	Reports		Files	Identification:	Identification: Tag: DGRS6A ID:Bison01						
				Breed/Type:	Type: Bison						
				Sex:	Female						
				Birth Date:	Jun. 01, 2020						

### Saving a Bill of Sale as a PDF Document

If you want to retain the customer's information, you can also save the bill of sale as a PDF and then upload it to the animal's record to keep a digital copy. When printing, select the option to Print to PDF. A copy of the bill of sale will be saved to your computer. Then, go to the Files section for the animal, and upload it there. You'll have a saved digital copy to reference in case you ever misplace your printed copy.

	farmbri	te	<b>Q</b> Search				(	Quick Add 🗸	🌣 Account 🗸	🚳 Chris 🗸	() Help
ė	Schedule		Details	Livestock / B	son 02 [Dgrs6 A]						
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٣	Plantings	~	Offspring	Address: 444	Copperdale Ln		Address:	36 Chambers	Way		
8	Resources	*	Genealogy	City: Golden			City:	Dacono			
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Ð	Market	~	Grazing	This is to certify	This is to certify that the undersigned has this day (May. 18, 2022) in consideration of the sum of <u>\$3,250.00</u> sold the following describe						
1	Contacts		Accounting	livestock. The T	tle to which (seller)	Copperdale Gardens	hereby guarant	ees:			
	Farm Map		Photos	Name:	DGRS6A Bison01						
¢	Reports		Files	Identification: Tag: DGRS6A ID:Bison01							
				Breed/Type: Bison							
				Sex:	Sex: Female						
				Birth Date: Jun. 01, 2020							

Let us know if you have any questions about your bill of sale or selling your animal.