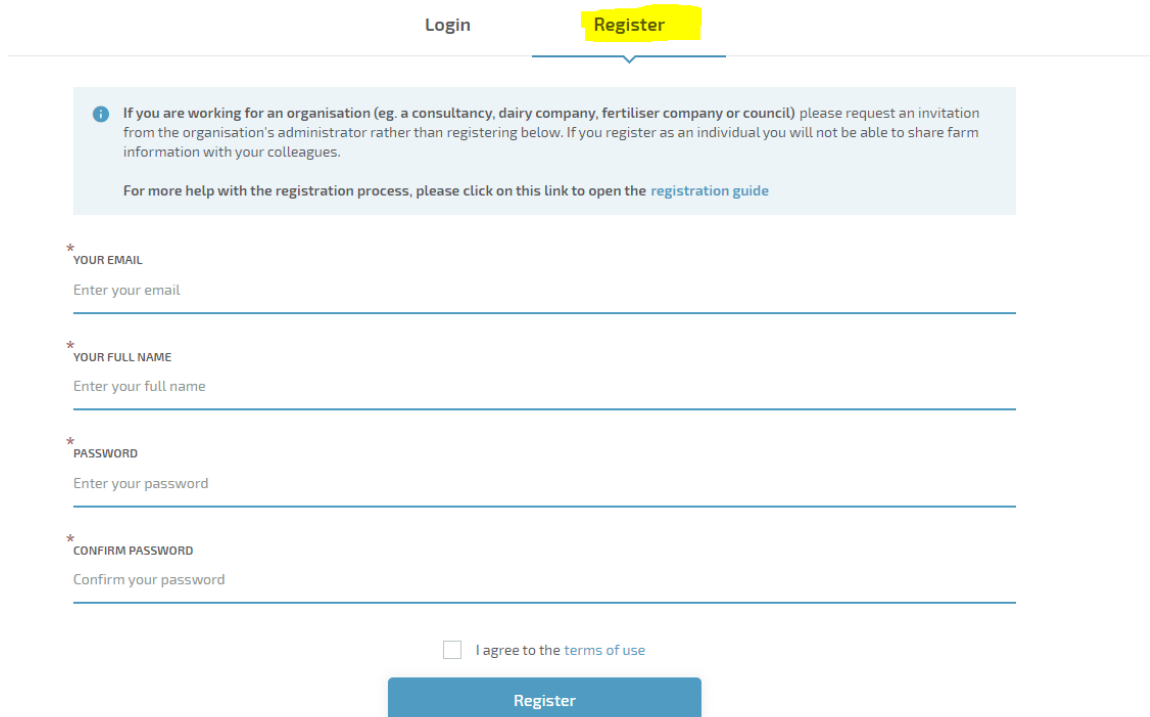


How to pay for a Farm Account in OverseerFM

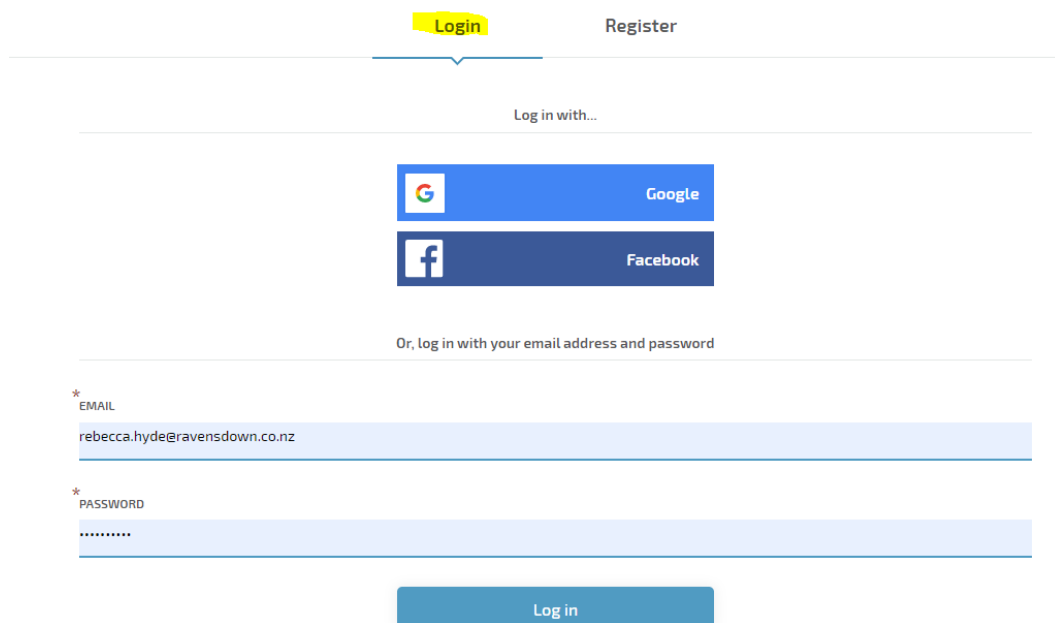
OverseerFM requires an annual subscription to be paid to generate reports within Farm accounts. The payment sits with the farm account. Organisations are free to set up and can include as many users as required.

1. To set up a farm account, the user needs to register with an email address and create a password on the OverseerFM website <https://fm.overseer.org.nz/#/pub/register>



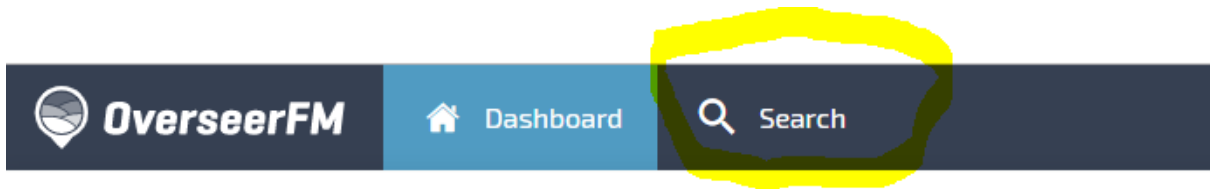
The screenshot shows the registration page with a 'Login' link and a highlighted 'Register' button. Below the navigation is a light blue information box with an 'i' icon and text: 'If you are working for an organisation (eg. a consultancy, dairy company, fertiliser company or council) please request an invitation from the organisation's administrator rather than registering below. If you register as an individual you will not be able to share farm information with your colleagues. For more help with the registration process, please click on this link to open the registration guide'. Below this are four required fields: 'YOUR EMAIL' (Enter your email), 'YOUR FULL NAME' (Enter your full name), 'PASSWORD' (Enter your password), and 'CONFIRM PASSWORD' (Confirm your password). At the bottom, there is a checkbox for 'I agree to the terms of use' and a blue 'Register' button.

2. Once the user has registered, login using the email and password

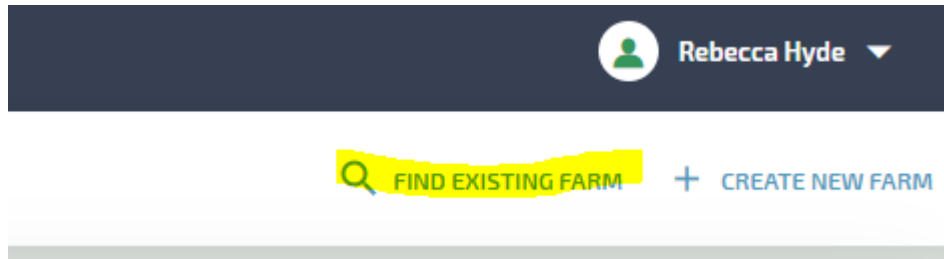


The screenshot shows the login page with a highlighted 'Login' button and a 'Register' link. Below the navigation is a 'Log in with...' section with two social login buttons: 'Google' and 'Facebook'. Below these is the text 'Or, log in with your email address and password'. There are two required input fields: 'EMAIL' (containing 'rebecca.hyde@ravensdown.co.nz') and 'PASSWORD' (masked with dots). At the bottom is a blue 'Log in' button.

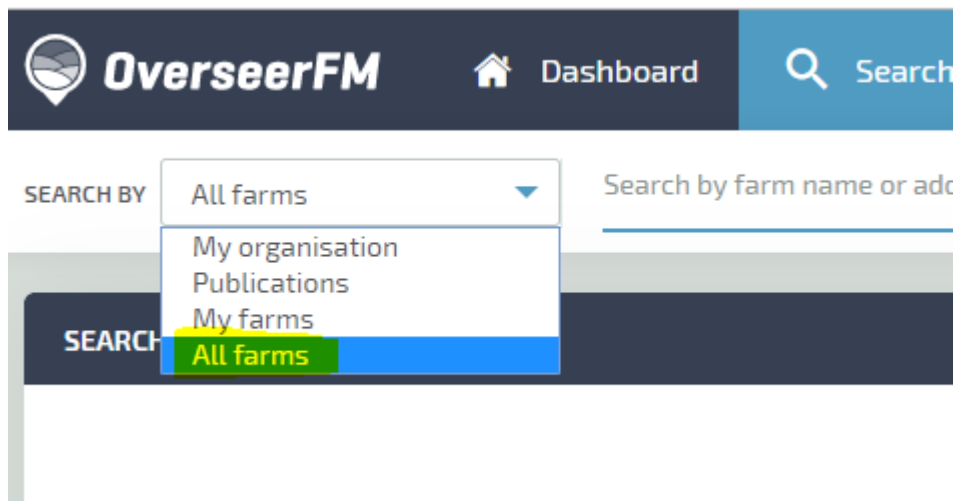
3. The Farm account may have been created already by another organisation such as Ravensdown on the Farmers behalf. Search for the farm account with the search function



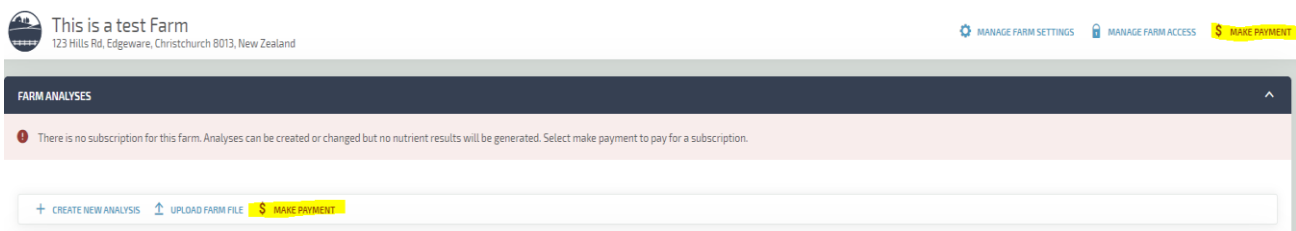
Or



- When you enter the farm address into the search function to see if the account already exists ensure All farms has been selected in the *SEARCH BY* drop down box

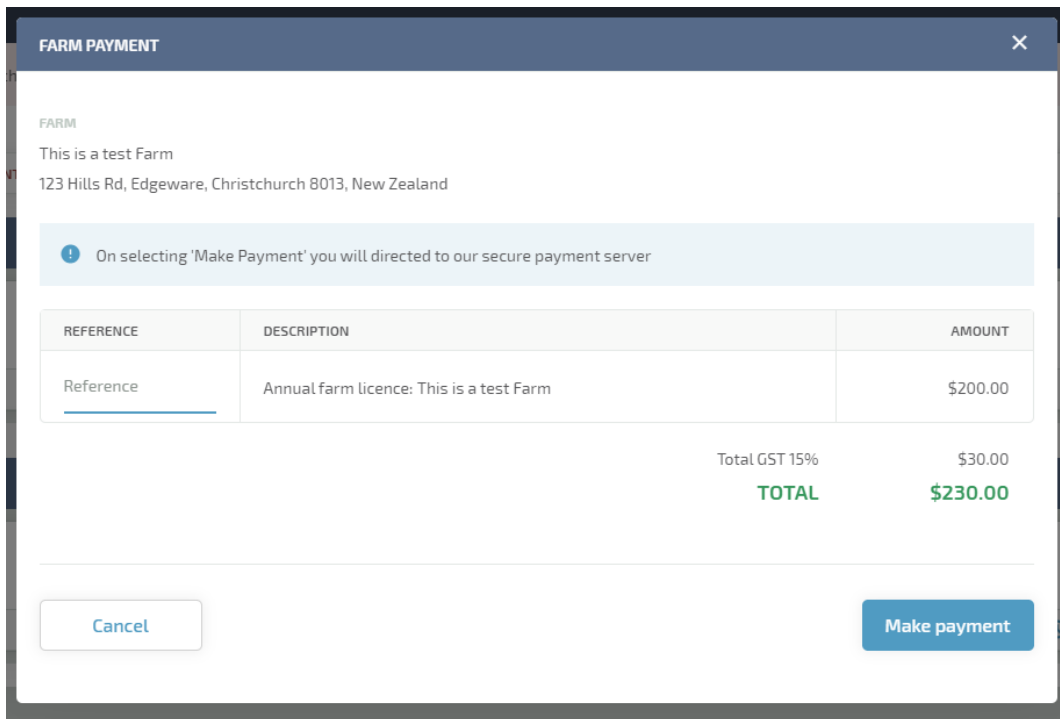


- If your farm already exists, select the farm.
- Once you enter the farm account this will show. Select **\$ MAKE PAYMENT**.

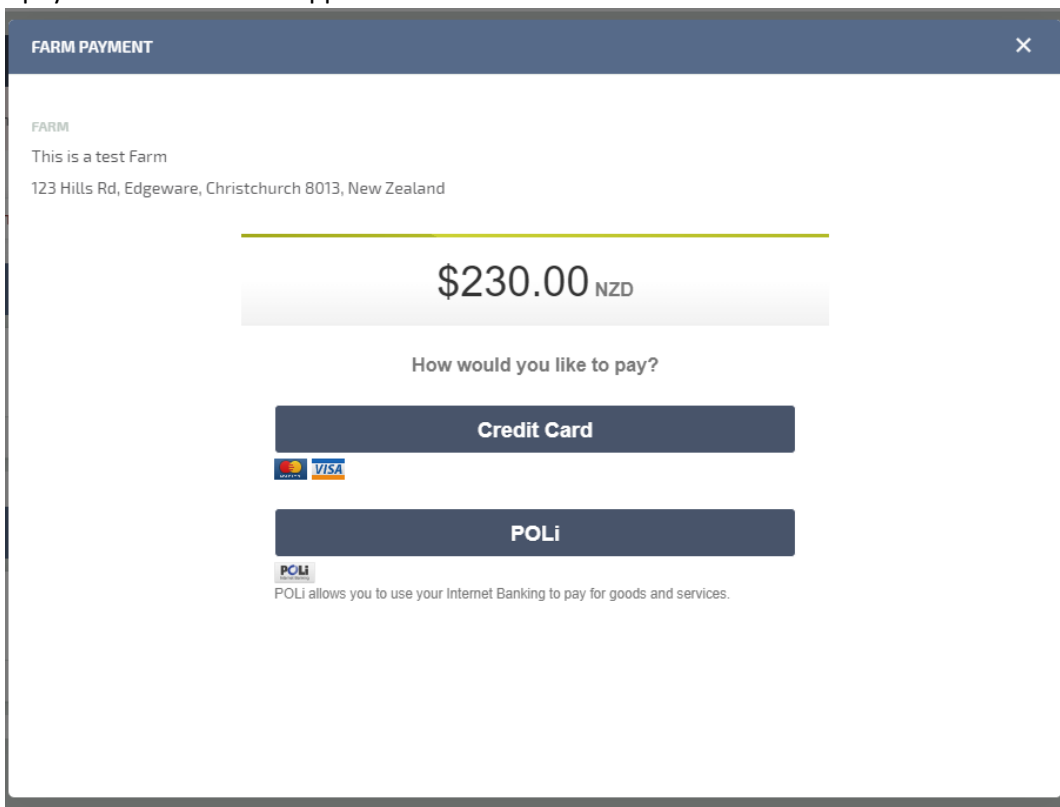


If the farm account hasn't already been created proceed to step 10.

- Select **\$ MAKE PAYMENT**. This box will appear.

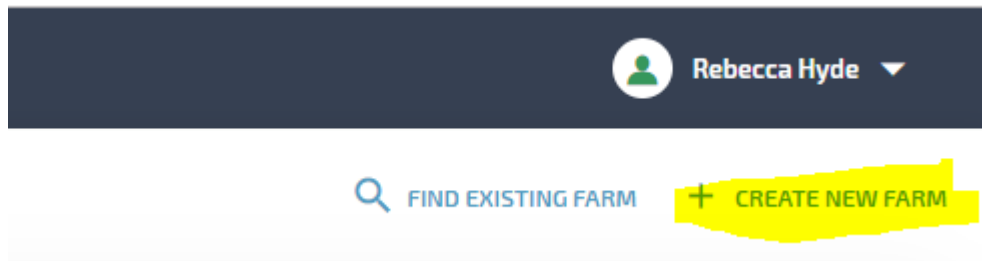


8. Select make payment. This box will appear.




9. People paying for accounts can either choose to pay with credit card or Poli pay which is linked to online banking.

10. If a farm account doesn't already exist or a new farm will need to be created. Select + CREATE NEW FARM on the farm right hand side.



11. Fill in the farm details, address and region of the farm. If you are the farm owner select Yes to the question Are you the owner of this farm?

Farm ownership

 The farm owner represents the farm, e.g. farmer or administration person for the farm. The owner will be able to make this farm account available to organisations or consultancies that they work with.

ARE YOU THE OWNER OF THIS FARM?

No Yes

Select save and this will take to step 6 to