

Corporate Trade Finance User Manual  
Oracle Banking Digital Experience  
Patchset Release 21.1.1.0.0

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**ORACLE®**

Corporate Trade Finance User Manual

June 2021

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# 1. Preface

## 1.1 Intended Audience

This document is intended for the following audience:

- Customers
- Partners

## 1.2 Documentation Accessibility

For information about Oracle's commitment to accessibility, visit the Oracle Accessibility Program website at <http://www.oracle.com/pls/topic/lookup?ctx=acc&id=docacc>.

## 1.3 Access to Oracle Support

Oracle customers have access to electronic support through My Oracle Support. For information, visit

<http://www.oracle.com/pls/topic/lookup?ctx=acc&id=info> or visit

<http://www.oracle.com/pls/topic/lookup?ctx=acc&id=trs> if you are hearing impaired.

## 1.4 Structure

Oracle customers have access to electronic support through My Oracle Support. For information, visit

<http://www.oracle.com/pls/topic/lookup?ctx=acc&id=info> or visit

<http://www.oracle.com/pls/topic/lookup?ctx=acc&id=trs> if you are hearing impaired.

<http://www.oracle.com/pls/topic/lookup?ctx=acc&id=trs> if you are hearing impaired.

## 1.5 Structure

This manual is organized into the following categories:

*Preface* gives information on the intended audience. It also describes the overall structure of the User Manual.

*Introduction* provides brief information on the overall functionality covered in the User Manual.

The subsequent chapters provide information on transactions covered in the User Manual.

Each transaction is explained in the following manner:

- Introduction to the transaction
- Screenshots of the transaction
- The images of screens used in this user manual are for illustrative purpose only, to provide improved understanding of the functionality; actual screens that appear in the application may vary based on selected browser, theme, and mobile devices.
- Procedure containing steps to complete the transaction- The mandatory and conditional fields of the transaction are explained in the procedure. If a transaction contains multiple



procedures, each procedure is explained. If some functionality is present in many transactions, this functionality is explained separately.

## **1.6 Related Information Sources**

For more information on Oracle Banking Digital Experience Patchset Release 21.1.1.0.0, refer to the following documents:

- Oracle Banking Digital Experience Licensing Guide
- Oracle Banking Digital Experience Installation Manuals

## 2. Transaction Host Integration Matrix

### Legends

<b>NH</b>	No Host Interface Required.
✓	Pre integrated Host interface available.
✗	Pre integrated Host interface not available.

Sr No	Transaction / Function Name	Oracle Banking Trade Finance 14.5.0.0.0	Oracle Trade Finance Process Management 14.5.0.0.0*
1	Initiate LC	✓	✓
2	Initiate Import LC Amendment	✓	✓
3	View Import LC	✓	✗
4	View Import Bill	✓	✗
5	Bill Discrepancy Acceptance	✓	✓
6	Settlement of Bills	✗	✓
7	View Export LC	✓	✗
8	LC Amendment Acceptance	✓	✓
9	Initiate Bills	✓	✓
10	View Export Bill	✓	✗
11	View Import Collection	✓	✗
12	Initiate Collection	✓	✓
13	View Export Collection	✓	✗
14	View Inward Guarantee	✓	✗
15	Guarantee Amendment Acceptance	✓	✓
16	Initiate Bank Guarantee	✓	✓

<b>Sr No</b>	<b>Transaction / Function Name</b>	<b>Oracle Banking Trade Finance 14.5.0.0.0</b>	<b>Oracle Trade Finance Process Management 14.5.0.0.0*</b>
17	Amend Bank Guarantee	✓	✓
18	View Outward Guarantee	✓	✗
19	Initiate Shipping Guarantee	✓	✓
20	View Shipping Guarantee	✓	✗
21	Other Party Maintenance	NH	NH
22	Additional Condition Maintenance	✓	✗
23	Application Tracker	✗	✓
24	Document and Clause Maintenance	✓	✗
25	Initiate Transfer LC	✗	✓
26	Amend Transfer LC	✗	✓
27	View Transfer LC	✓	✗
28	Assignment of proceeds	✓	✗
29	Claim Lodgement	✗	✓
30	Initiate Back to Back LC	✗	✓
31	View Back to Back LC	✓	✗

[Home](#)

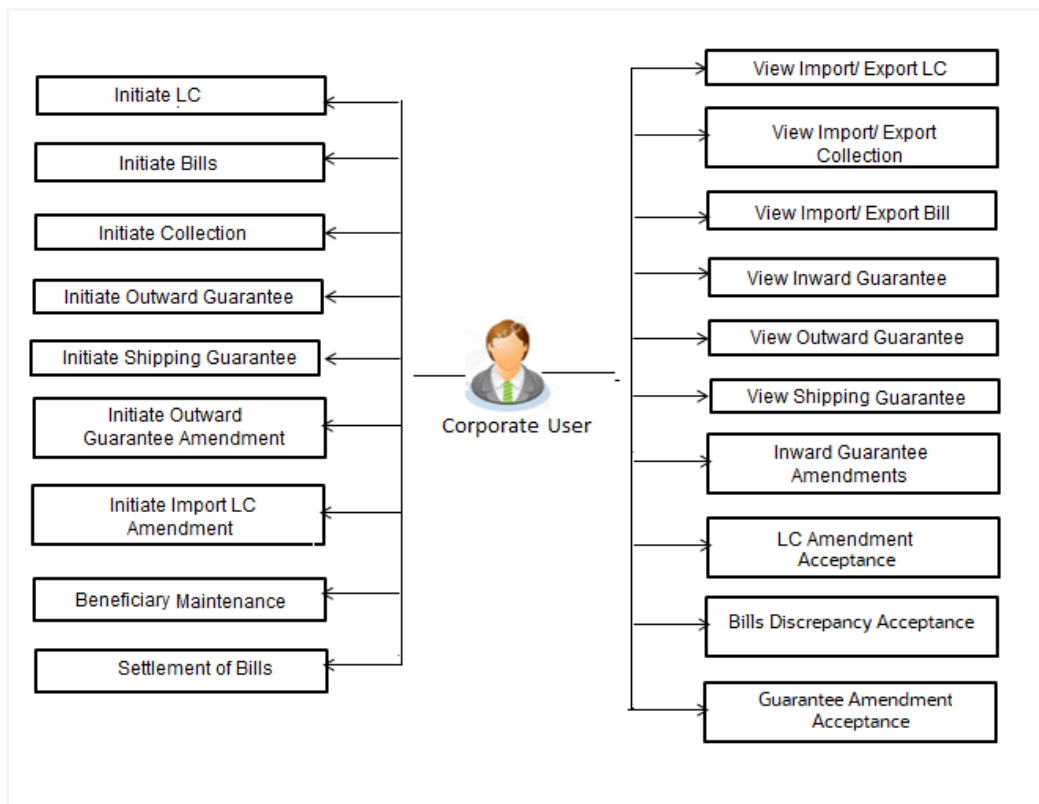
## 3. Trade Finance

Trade finance is process of financing commerce, i.e. both domestic and international trade based transactions. It comprises a seller, a buyer along with other service providing institutions to facilitate transactions such as banks, insurers, credit rating agencies etc. This may be considered as a tool to safeguard against the distinct risks present in doing international trade viz. fluctuations in currency conversions, political conditions, creditworthiness of the buyer etc. Some of the majorly used tools are Letter of Credits, Import and Export Bills, Outward Guarantees.

In the Trade Finance module, you can initiate, amend and view Letter of Credits (LC). You can also view details of Import and Export Bills, and Export Bills under LC, and Outward Guarantees raised. User can initiate Collection and outward Guarantees. User can initiate standalone shipping Guarantee and also Shipping Guarantee under LC.

**Note:** This module is not supported on mobile devices.

### Workflow



### 3.1 **Letter of Credit**

Letter of credit is a financial tool which acts as an obligation of the issuing bank to pay the agreed amount to the seller on behalf of the buyer, if buyer provides compliant documents about those goods as specifically mentioned in the sales contract or purchase agreement to the advising bank. They are governed by rules set by International Chamber of Commerce known as Uniform Customs and Practice for Documentary Credits (UCP 600).

These are of different types; most commonly used ones are irrevocable LC, transferable LC. Mostly they are used in situations where both parties i.e. seller and buyer are new to each other and are operating in different countries and seller thinks to safeguard his interests against multiple risks involved in the trade.

Bill is a trade transaction, in which the Exporter forwards the required commercial documents to the Importer's bank, against which the payment is to be done. Banks facilitates documents movement, makes the required checks and then process payments to the Exporter against the Bill.

There occurs some situations where the sales contract goes for some modification, and in order to replicate the same over Bills and Letter of Credits, acceptance from other party is also required. Using this option, user can accept or reject, the discrepancies raised in Import Bills or amendments under Export Letter of Credit. It is then forwarded for further approval from bank. A search facility is also provided to easily locate the discrepancy or amendment raised.

### 3.2 **Collection**

Import Collection offers a view about the Collection from the point of view of an Importer and Export Collection offers the same from the point of view of an Exporter.

### 3.3 **Guarantees**

It is a contract released by bank for its customer, who has signed an agreement to purchase goods from a supplier and agrees to fulfil any financial obligations to the supplier in case of default. In other words, if the debtor fails to settle a debt, the bank will cover it. Using this option, user can apply for an Outward Bank Guarantee. For the BG application, user must enter the details in the four tabs available in this option viz. Parties, Commitment Details, Bank Instructions and Guarantee. Any amendment raised by the counterparty can also be accepted or declined by customer.

### 3.4 **Other Party Maintenance**

To ease the user from filling up the details of beneficiary, a facility to maintain beneficiary is added. User can create add, edit or delete beneficiary details and also have different access type, if he wants to share the same beneficiary with other users. Also, it can be defined as in which functions will be able to use the beneficiaries viz. LC, BG or Collection. This enables user to directly choose a beneficiary from the maintained list and save time of filling up the detail every time he is initiating a new transaction.

### **3.5 Shipping Guarantee**

Shipping Guarantee refers to a written guarantee, issued by the bank which will bear joint liability, and is presented by the Importer to the goods carrier or its agent for picking up the goods in the case of arrival of cargo prior to the receipt of shipping documents. Shipping Guarantee is commonly used under L/C with full set of documents of title to goods. This helps Importer to pick up the goods in time to avoid port demurrage.

### **3.6 Application Tracker**

User gets a simple tracking tool for all his applications which are either saved and can be fetched further for retrieval or which are submitted for further processing. He can also look for the pending clarifications received from bank, and reply to them.

### **3.7 Documents and Clause Maintenance**

A corporate user can save the clauses under documents, so that it can use the same as and when required while initiating an LC. User also have an option to mark it to be available to other users of corporate.

### **3.8 Additional Conditions Maintenance**

Additional Condition is required while creating Letter of Credits. A user can create (if maintenance is not already there), view and edit the additional conditions. User will have the facility to save his custom conditions and use as and when required. Each Condition is saved with the help of an identifier which is unique for the customer, and all identifiers needs to be mapped to codes of additional conditions as maintained by bank.

[Home](#)

## 4. Overview (Dashboard)

Trade Finance dashboard provides holistic information to the corporate user about its Trade Finance business in a simplified manner. It provides an overall understanding of the current position with respect to different trade instruments.

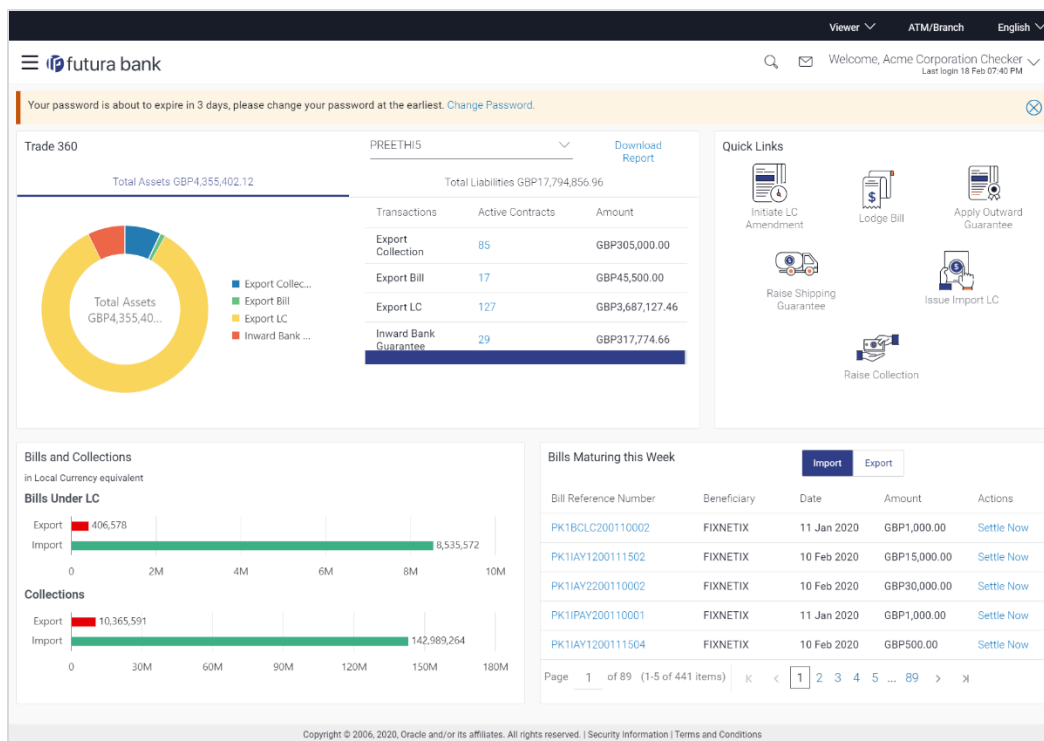
Below mentioned widgets are available in Trade Finance Overview:

- Trade 360
- Bills & Collections
- Bills Maturing This Week
- Quick Links

**How to reach here:**

*Dashboard > Toggle menu > Trade Finance > Overview*

### Dashboard



### Bi-Directional Flow:


The corporate user can click the link to request for clarification. Whenever the user submits a trade finance transaction, then the bank's trade finance team sends back the transaction with their comments or reason for rejection to the user, so that he can rectify the transaction and resubmit again.

### Trade 360

This widget provides a Trade 360 view of user's all trade instruments of the selected party. The various tabs of trade instruments displays the total active contracts and their sum total.

This widget provides overall status of all of the existing Trade instruments so that one can have a better understanding of Trade Finance instruments and transactions. The user can see the summary of various active records and can download the report of all the contracts in a trade instrument.

### Trade 360



Digital Banking

Import LC

LC Number	Applicant Name	Beneficiary Name	Issue Date	Expiry Date	LC Amount	Outstanding LC Amount
000ILUN20076BXGB	NATIONAL FREIGHT CORP	PREETHI2	16 Mar 2020	14 Jul 2020	GBP1,000.00	GBP1,000.00
000ILUN20076BYLY	NATIONAL FREIGHT CORP	Blackworth Pharma	16 Mar 2020	14 Jun 2020	GBP10,000.00	GBP10,000.00
000ILUN20076BO6W	NATIONAL FREIGHT CORP	Blackworth Pharma	16 Mar 2020	14 Jun 2020	GBP10,000.00	GBP10,000.00
000ILUN20076BPQG	NATIONAL FREIGHT CORP	Blackworth Pharma	16 Mar 2020	14 Jun 2020	GBP5,000.00	GBP5,000.00
000ILUN20076BRO2	NATIONAL FREIGHT CORP	Blackworth Pharma	16 Mar 2020	14 Jun 2020	GBP10,000.00	GBP10,000.00
000ILUN20076BXG9	NATIONAL FREIGHT CORP	PREETHI2	16 Mar 2020	14 Jul 2020	GBP1,000.00	GBP1,000.00
000ILUN20076BYLX	NATIONAL FREIGHT CORP	PREETHI2	16 Mar 2020	14 Jul 2020	GBP1,000.00	GBP1,000.00
000ILUN20076BZRK	NATIONAL FREIGHT CORP	Blackworth Pharma	16 Mar 2020	14 Jul 2020	GBP3,000.00	GBP3,000.00
000ILUN20076BRNW	NATIONAL FREIGHT CORP	Blackworth Pharma	16 Mar 2020	14 Jun 2020	GBP5,000.00	GBP5,000.00
000ILUN20076BNT2	NATIONAL FREIGHT CORP	Blackworth Pharma	16 Mar 2020	14 Jun 2020	GBP10,000.00	GBP10,000.00
000ILUN20076BPQJ	NATIONAL FREIGHT CORP	Blackworth Pharma	16 Mar 2020	14 Jun 2020	GBP5,000.00	GBP5,000.00
000ILUN20076BSFP	NATIONAL FREIGHT CORP	Blackworth Pharma	16 Mar 2020	14 Jun 2020	GBP10,000.00	GBP10,000.00
000ILUN20076CA6K	NATIONAL FREIGHT CORP	PREETHI1	16 Mar 2020	14 Jul 2020	GBP10,000.00	GBP10,000.00
000ILUN20076CA6L	NATIONAL FREIGHT CORP	PREETHI1	16 Mar 2020	14 Jul 2020	GBP10,000.00	GBP10,000.00
000ILUN20076C1P0	NATIONAL FREIGHT CORP	PREETHI2	16 Mar 2020	14 Jul 2020	GBP2,000.00	GBP2,000.00
000ILUN20076C4E9	NATIONAL FREIGHT CORP	Blackworth Pharma	16 Mar 2020	14 Jun 2020	GBP30,000.00	GBP30,000.00
000ILUN20076CMWW	NATIONAL FREIGHT CORP	PREETHI2	16 Mar 2020	14 Jul 2020	GBP1,000.00	GBP1,000.00
000ILUN20076CNOO	NATIONAL FREIGHT CORP	Blackworth Pharma	16 Mar 2020	14 Jun 2020	GBP10,000.00	GBP10,000.00

1 18 Feb 2021, 17:30



**Bills Maturing This Week:**

This widget provides the Bills under LC that are maturing in current week so that one can prepare accordingly. Both Import and Export Bills under LC are listed.

For Import Bills, the option to settle the Import is given from the widget itself.

**Bills & Collections:**

This widget provides a graphical representation of the details for all of the Import and Export Bills under LC and the Import and Export Collections in the local currency equivalent.

**Quick Links**

The most commonly used transactions are provided as quick links for quick access to the transactions. Following transactions are provided as quick links:

- Initiate LC Amendment
  - Lodge Bill
  - Apply Outward Guarantee
  - Raise Shipping Guarantee
  - Issue Import LC
  - Raise Collection
-

## 5. Initiate a Letter of Credit

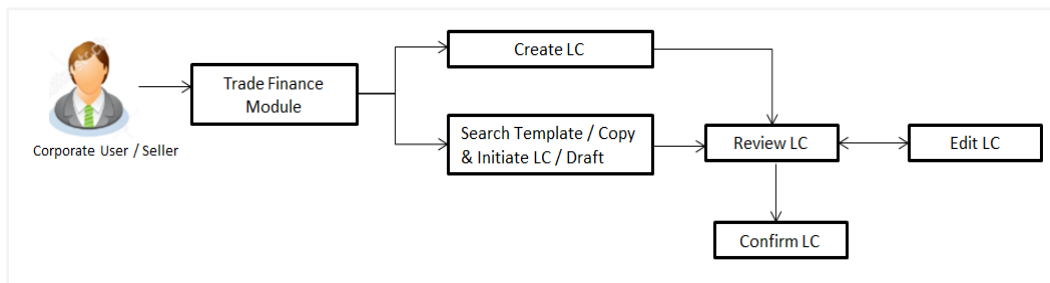
Using this option, you can initiate an Import Letter of Credit (LC) in the application. A Letter of Credit is a bank document which undertakes that the seller will receive payment against the stipulated documents, provided the terms and conditions have been satisfied.

An **Import Letter of Credit** provides the credit worthiness of the Importer, with the involvement of financial institutions such as banks.

### Pre-Requisites

User must be having a valid corporate login credentials to get into the system. This will be under a maker – approver system, or as per user's access. User must be having a sanctioned limit /credit available for his perusal.

### Workflow



### How to reach here:

*Dashboard > Toggle menu > Trade Finance > Letter of Credit > Import Letter of Credit > Initiate Letter of Credit*

OR

*Dashboard > Trade Finance > Overview > Quick Links > Issue Letter of Credit*

### User has four options to initiate LC

- Using existing Templates
- Using existing Drafts
- Initiating LC ( New Application)
- Copy & Initiate (Copying the contents of existing LC transaction and initiate)

### Using existing Templates - Initiate LC Template Summarized View

This is a default view; the user is landed on this screen on accessing 'Initiate Letter of Credit' menu option. The summary of all the Initiated LC template of a corporate are listed with basic information of each LC. User can choose to check the complete details of a specific template by clicking on a card.

The screenshot displays the 'Letter of Credit Template' page in the Futura Bank system. The page header shows the bank logo, user information (Welcome, corp checker), and navigation options (Viewer, ATM/Branch, English). The main content area lists seven templates, each with a title, update date, and a 'Public' or 'Private' status. The templates are arranged in a grid. Below the grid is a pagination control showing 'Page 1 of 1 (1-7 of 7 items)'. The footer contains copyright information for Oracle.

Template Name	Updated on	Status	Beneficiary Name	Type	LC Amount	Draft At
Rittff0mp6	20 Nov 2020	Public	Bankofgerm	Non Revolving	£88,000.00	
Rittff0mp7	20 Nov 2020	Public	Bankofgerm	Non Revolving	£88,000.00	
Viraltest1	18 Nov 2020	Public	Bankofgerm	Non Revolving	£88,000.00	
Test ppublic	18 Nov 2020	Private	Leo toys	Revolving	£6,000.00	Usance
Test ppublic new	09 Oct 2020	Public	Leo toys	Revolving	£6,000.00	Usance
Test template2	17 Sep 2020	Private	Test1	Non Revolving	£333,332.00	Sight
Test template1	17 Sep 2020	Private	Test1	Non Revolving	£333,332.00	Sight

## Field Description

Field Name	Description
------------	-------------

<b>Party Name</b>	The name of the applicant is displayed.
-------------------	---

<b>Party ID</b>	The party Id of the LC product is displayed in a masked format.
-----------------	---




<b>Search By</b>	Enter the name of the LC template to search and view its details. Partial search is allowed.
------------------	---

<b>Initiate Letter of Credit Template Card</b>	The Initiate Letter of Credit template card displays the name of the Initiate Letter of Credit template along with the other details like date of update, name of the beneficiary, type of LC, LC amount and draft at.
--	--

### Initiate Letter of Credit Template Card Details

Following details are present on each Letter of Credit Template card.


Field Name	Description
<b>Template Name</b>	The name using which template is stored and can be used to initiate a LC application.
<b>Updated On</b>	The latest updated date of the template.
<b>Access Type</b>	The access type assigned to the LC, that is 'Private' or 'Public'.
<b>Beneficiary Name</b>	The beneficiary name against whom LC is to be created.
<b>Type</b>	The corresponding LC product type and as supported by Host.
<b>LC Amount</b>	The amount of LC.
<b>Draft at</b>	The LC draft type i.e. 'Sight' or 'Usance'.
<b>Views</b>	The user can select the view type. <ul style="list-style-type: none"> <li>• Card</li> <li>• Tabular</li> </ul>

1. Select and click the Letter of Credit template card whose details you want to view.  
OR  
In the **Search By** field, enter the name of the specific Letter of Credit Template whose details you want to view.  
The specific Letter of Credit Template detail record appears.  
OR  
Click **Create LC** to create a new Letter of Credit template.  
OR  
Click  or  to view the initiate LC template as Summarized or Tabular view.  
OR  
Click  to delete the initiated LC template card.

### Initiate LC Template - Tabular View

The Initiating LC Template - Tabular View allows the corporate user to view the LC Template in table format.

#### To view the Initiate Letter of Credit in tabular form:

1. In the **Initiate Letter of Credit - Summary** page, click  to view the initiate LC template as Tabular view.  
The **Initiate Letter of Credit** tabular view page appears.

## Initiate Letter of Credit - Tabular View

The screenshot shows the 'Initiate Letter of Credit' page for 'GOODCARE PLC | \*\*\*044'. The page has a navigation bar with 'Viewer', 'ATM/Branch', 'English', and 'OBTF14.4 PK2 Branch'. Below the navigation bar, there are tabs for 'By Template', 'Copy & Initiate', 'By Drafts', and 'Back To Back LC'. A 'Create LC' button is visible in the top right. The main content area is titled 'Templates' and contains a table with the following data:

Name	Beneficiary Name	Updated On	LC Amount	Drafts At	Type	Actions
<a href="#">All data template</a>	Sunrise coffee	22 Aug 2020	£9,000.00	Usance	Revolving	
<a href="#">Test31</a>	Sunrise coffee	15 Aug 2020	£0.00	Usance	Non Revolving	
<a href="#">Test3</a>	Sunrise inc	04 Jul 2020	AED0.00	Usance	Non Revolving	
<a href="#">Test1 maker</a>	Sunrise coffee	04 Jul 2020	AED0.00	Usance	Non Revolving	

### 5.1 Search LC template

User can save LC application as a Template so that same can be used for creation of similar kind of LCs, if required in future. User can search the saved LC template using Template Name.

**Note:** LC Application saved as **Template** can be re-used any number of times for LC Initiation.

#### To search the LC template:

1. In the **Search** field, enter the template name/LC amount / Beneficiary Name.
2. Click . The saved LC template appears based on search criteria.

#### LC Template - Search Result

This screenshot is identical to the one above, showing the 'Initiate Letter of Credit' page with the 'Templates' table. The search results are the same as in the previous screenshot, demonstrating the search functionality.

**Field Description**


<b>Field Name</b>	<b>Description</b>
<b>Party Name</b>	The name of the LC product is displayed.
<b>Party ID</b>	The account number of the LC product is displayed.
<b>Search Result</b>	
<b>Name</b>	The name using which template is stored and can be used to initiate a LC application.
<b>Beneficiary Name</b>	The beneficiary name against whom LC is to be created.
<b>Updated On</b>	The latest updated date of the template.
<b>LC Amount</b>	The amount of LC.
<b>Draft at</b>	The LC draft type i.e. 'Sight' or 'Usance'.
<b>Type</b>	The corresponding LC product type and as supported by Host.
<b>Action</b>	Click to delete the initiate LC template record.

3. Click the **Name** link to view the LC details. The **LC Details** screen appears.  
OR  
Click **Cancel** to cancel the transaction. The **Dashboard** appears.

## 5.2 Copy and Initiate LC

User can initiate trade transaction by copying the contents from a similar and existing trade instrument, so that he does not have to provide the details again.

### To search the LC:

1. In the **Search** field, enter the LC with its reference number.
2. Click . The saved LC appears based on search criteria.  
OR  
Click **Clear** to reset the data entered.  
OR  
Click **Cancel** to cancel the transaction.

## Initiate LC - Search Result

Initiate Letter Of Credit  
DEV Org | \*\*\*165

By Template **Copy & Initiate** By Drafts Back To Back LC [Create LC](#)

**Search LC**

Lookup any previous LC with its reference no and duplicate it.

000ILUN20076BKCO

[Search](#) [Clear](#)

Reference No	Beneficiary Name	Amount	Expiry Date
<a href="#">000ILUN20076BKCO</a>	Oracle Corp	£963,456.00	7/31/20

### Field Description

Field Name	Description
<b>Search LC by Reference Number</b>	The existing LC reference number which needs to be copied and similar one initiated.
<b>Search Result</b>	
<b>Reference No</b>	The existing LC reference number which has been selected for copy and initiate. Click on the link to view the details of LC initiated.
<b>Beneficiary Name</b>	The name of the beneficiary of the LC.
<b>Amount</b>	The amount for the Letter of Credit along with the currency under which the LC issued.
<b>Expiry Date</b>	The expiry date of the LC.

3. Click on the desired Reference Number link whose details to be copied. The **Initiate Letter of Credit** screen appears.
4. Do the desired changes and, click **Initiate LC** to create new LC.


## 5.3 Search LC Drafts

User can save LC application as a Draft so that it can be used if required in future. User can search the saved LC draft using Draft Name.

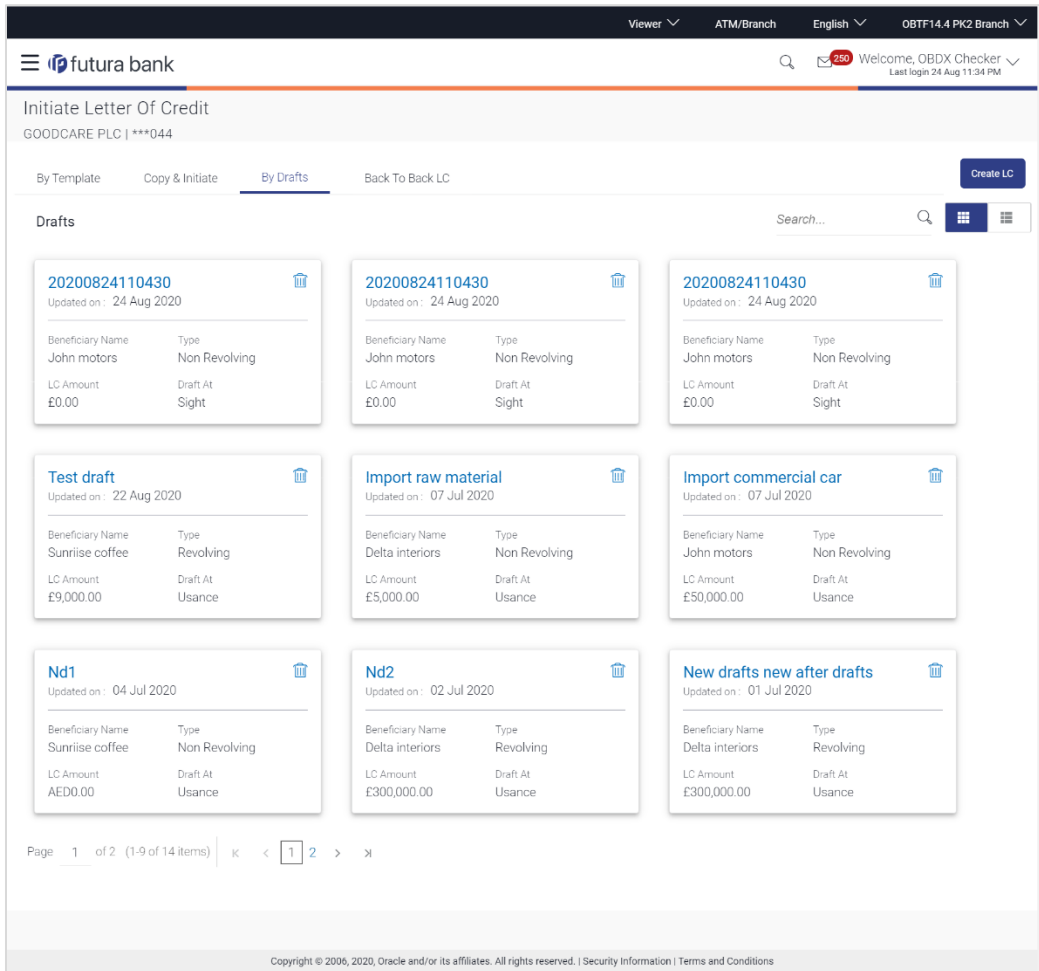
The summary of all the Initiated LC draft of a corporate are listed with basic information of each LC in a card form. User can choose to check the complete details of a specific draft template by clicking on a card. User can click the tabular icon to view the draft in tabular form.

**Note:** LC Application saved as **Draft** can be used only once for LC Application initiation.

### To search the LC draft:

1. In the **Search** field, enter the draft name.
2. Click . The saved LC draft appears based on search criteria.

### LC Draft - Summarized View - Search Result



The screenshot shows the 'Initiate Letter Of Credit' page for GOODCARE PLC | \*\*\*044. The page is in the 'By Drafts' tab. A search bar is visible with the text 'Search...'. Below the search bar, there are 9 draft cards displayed in a 3x3 grid. Each card shows the draft number, update date, beneficiary name, type, LC amount, and draft at. The draft numbers are 20200824110430, Test draft, Import raw material, Import commercial car, Nd1, Nd2, and New drafts new after drafts. The page also shows a pagination control at the bottom indicating 'Page 1 of 2 (1-9 of 14 items)'.

Draft Number	Updated on	Beneficiary Name	Type	LC Amount	Draft At
20200824110430	24 Aug 2020	John motors	Non Revolving	£0.00	Sight
20200824110430	24 Aug 2020	John motors	Non Revolving	£0.00	Sight
20200824110430	24 Aug 2020	John motors	Non Revolving	£0.00	Sight
Test draft	22 Aug 2020	Sunrise coffee	Revolving	£9,000.00	Usance
Import raw material	07 Jul 2020	Delta interiors	Non Revolving	£5,000.00	Usance
Import commercial car	07 Jul 2020	John motors	Non Revolving	£50,000.00	Usance
Nd1	04 Jul 2020	Sunrise coffee	Non Revolving	AED0.00	Usance
Nd2	02 Jul 2020	Delta interiors	Revolving	£300,000.00	Usance
New drafts new after drafts	01 Jul 2020	Delta interiors	Revolving	£300,000.00	Usance

### Field Description

#### Field Name

#### Description

#### Search By

Enter the name of the LC draft to search and view its details.  
Partial search is allowed.

#### Search Result - Summarized View card form



Field Name	Description
<b>Initiate Letter of Credit draft Card</b>	The Initiate Letter of Credit draft card displays the name of the Initiated Letter of Credit draft name along with the other details like date of update, name of the beneficiary, type of LC, LC amount and draft at.

#### Initiate Letter of Credit draft Card Details

Following details are present on each Letter of Credit Template card.

<b>Draft Name</b>	The name of the LC application saved as draft.
<b>Updated On</b>	The latest updated date of the template.
<b>Beneficiary Name</b>	The beneficiary name against whom LC is to be created.
<b>Type</b>	The corresponding LC product type and as supported by Host.
<b>LC Amount</b>	The amount of LC.
<b>Draft at</b>	The LC draft type i.e. 'Sight' or 'Usance'.
<b>Views</b>	The user can select the view type. <ul style="list-style-type: none"> <li>• Card</li> <li>• Tabular</li> </ul>

3. Select and click the Letter of Credit draft card whose details you want to view.

OR

In the **Search By** field, enter the name of the specific LC draft whose details you want to view.

The specific Letter of Credit draft detail record appears.


OR

Click **Create LC** to create a new Letter of Credit draft.

OR

Click  or  to view the initiate LC draft as Card or Tabular view.


OR

Click  to delete the LC draft card.

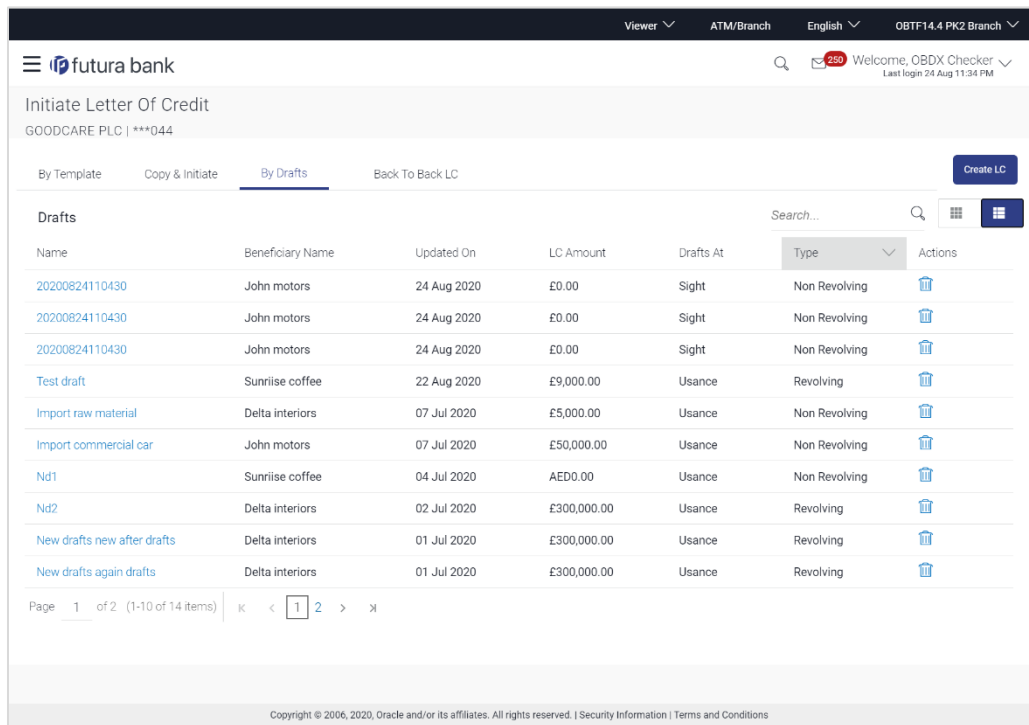
## 1.1.2 Initiate LC - By Draft - Tabular View

The Initiating LC Draft - Tabular View allows the corporate user to view the LC Draft in table format.

**To view the Initiate Letter of Credit - By Draft in tabular form:**

1. In the **Initiate Letter of Credit - Summary** page, click **By Draft** tab and then click  to view the initiate LC template as Tabular view.  
The **Initiate Letter of Credit** tabular view page appears.

### LC Draft - Search Result - Tabular form



The screenshot shows the Oracle Futura Bank interface for 'Initiate Letter Of Credit'. The page title is 'GOODCARE PLC | \*\*\*044'. There are tabs for 'By Template', 'Copy & Initiate', 'By Drafts' (selected), and 'Back To Back LC'. A 'Create LC' button is visible. Below the tabs is a table of drafts with columns: Name, Beneficiary Name, Updated On, LC Amount, Drafts At, Type, and Actions. The table contains 11 rows of draft data. At the bottom, there is a pagination control showing 'Page 1 of 2 (1-10 of 14 items)' and a search bar.


Name	Beneficiary Name	Updated On	LC Amount	Drafts At	Type	Actions
20200824110430	John motors	24 Aug 2020	£0.00	Sight	Non Revolving	
20200824110430	John motors	24 Aug 2020	£0.00	Sight	Non Revolving	
20200824110430	John motors	24 Aug 2020	£0.00	Sight	Non Revolving	
Test draft	Sunrise coffee	22 Aug 2020	£9,000.00	Usance	Revolving	
Import raw material	Delta interiors	07 Jul 2020	£5,000.00	Usance	Non Revolving	
Import commercial car	John motors	07 Jul 2020	£50,000.00	Usance	Non Revolving	
Nd1	Sunrise coffee	04 Jul 2020	AED0.00	Usance	Non Revolving	
Nd2	Delta interiors	02 Jul 2020	£300,000.00	Usance	Revolving	
New drafts new after drafts	Delta interiors	01 Jul 2020	£300,000.00	Usance	Revolving	
New drafts again drafts	Delta interiors	01 Jul 2020	£300,000.00	Usance	Revolving	




### Field Description

Field Name	Description
------------	-------------

#### Search Result

<b>Draft Name</b>	The name of the LC application saved as draft.
<b>Beneficiary Name</b>	The beneficiary name against whom LC draft is created.
<b>Updated On</b>	The latest updated date of the draft.
<b>LC Amount</b>	The amount of LC.

Field Name	Description
<b>Draft at</b>	The LC draft type i.e. 'Sight' or 'Usance'.
<b>Type</b>	The corresponding LC product type and as supported by Host.
<b>Action</b>	Click  to delete the initiate LC draft record.

- Select and click the Letter of Credit draft card whose details you want to view.  
 OR  
 In the **Search By** field, enter the name of the specific Letter of Credit draft whose details you want to view.  
 The specific Letter of Credit draft detail record appears.  
 OR  
 Click **Create LC** to create a new Letter of Credit application which can be saved as a new template.  
 OR  
 Click  or  to view the initiate LC draft as Card or Tabular view.  
 OR  
 Click  to delete the initiate LC draft card.
- Click **Cancel** to cancel the transaction. The **Dashboard** appears.

## 5.4 Back to Back LC

This option allows the user to initiate a Back to Back LC. User can search or lookup an Export LC under which Back to Back LC has to be initiated.

### To search back to back LC:

- Click **Back to Back** tab in the Initiate Letter of Credit screen. The Back to Back - Search LC screen appears.

## Back to Back LC - Search LC

The screenshot displays the 'Initiate Letter of Credit' page for 'GOODCARE PLC | \*\*\*044'. The 'Back To Back LC' tab is selected. The search section includes the following fields and options:

- Reference Number:** A text input field.
- Beneficiary Name:** A dropdown menu currently showing 'All Parties'.
- Applicant Name:** A text input field.
- Application Date Range:** Two date pickers labeled 'From' and 'To'.
- Expiry Date Range:** Two date pickers labeled 'From' and 'To'.
- Amount Range:** A dropdown menu set to 'All', followed by 'From' and 'To' date pickers.

At the bottom of the search section are three buttons: 'Search', 'Clear', and 'Back'. A 'Create LC' button is located in the top right corner of the main content area. The footer contains copyright information and a 'Help' icon.

### Field Description

Field Name	Description
<b>Reference Number</b>	The LC reference number of the LC for which back to back LC is to be initiated.
<b>Beneficiary Name</b>	The name of the beneficiary of the LC.
<b>Applicant Name</b>	The name of the applicant.
<b>Application Date Range</b>	The start and end date of application of the LC.
<b>Amount Date Range</b>	The amount for the Letter of Credit along with the currency under which the LC issued.
<b>Expiry Date Range</b>	The expiry date range of the LC.

- Enter the search criteria and click **Search**. The search results matching search criteria appears on the screen.  
OR  
Click **Clear** to reset the data entered.  
OR  
Click **Back** to go back to previous screen.

## Back to Back LC - Search Result

Viewer
ATM/Branch
English

futurabank

Welcome, Acme Corporation Checker
Last login 23 Feb 10:31 AM

Initiate Letter of Credit  
GOODCARE PLC | \*\*\*044

[By Template](#)
[Copy & Initiate](#)
[By Drafts](#)
[Back To Back LC](#)
Create LC

**Search LC**

Lookup any previous LC with its reference and duplicate it  
Reference Number

Beneficiary Name

Applicant Name

Application Date Range

From  To

Amount Range

All  From  To

Expiry Date Range

From  To

Hide Search options ^

Search
Clear
Back

Reference No.	Applicant Name	Beneficiary Name	Amount	Expiry Date	Application Date	Status
<a href="#">000ELAC20076ARE6</a>	PREETHI4	NATIONAL FREIGHT CORP	GBP45,000.00	14 Jun 2020	16 Mar 2020	ACTIVE
<a href="#">PK1ELAC20011A7C2</a>	FIXNETIX	NATIONAL FREIGHT CORP	GBP10,000.00	10 Apr 2020	11 Jan 2020	ACTIVE
<a href="#">PK1ELAC20011A8HQ</a>	FIXNETIX	NATIONAL FREIGHT CORP	GBP10,000.00	10 Apr 2020	11 Jan 2020	ACTIVE
<a href="#">PK2ELCT19081BABC</a>	FIXNETIX	NATIONAL FREIGHT CORP	GBP10,000.00	20 Jun 2019	22 Mar 2019	ACTIVE
<a href="#">PK2ELCT19081BB30</a>	FIXNETIX	NATIONAL FREIGHT CORP	GBP10,000.00	20 Jun 2019	22 Mar 2019	ACTIVE
<a href="#">PK2ELCT19081BB36</a>	FIXNETIX	NATIONAL FREIGHT CORP	GBP10,000.00	20 Jun 2019	22 Mar 2019	ACTIVE
<a href="#">000ELAC20076AQME</a>	Blackworth Pharma	NATIONAL FREIGHT CORP	GBP2,000.00	14 Jun 2020	16 Mar 2020	ACTIVE
<a href="#">PK1ELAC20011A5SD</a>	FIXNETIX	NATIONAL FREIGHT CORP	GBP100,000.00	10 Apr 2020	11 Jan 2020	ACTIVE
<a href="#">PK1ELAC20011A5EJ</a>	FIXNETIX	NATIONAL FREIGHT CORP	GBP20,000.00	10 Apr 2020	11 Jan 2020	ACTIVE
<a href="#">PK2ELAC19081BMAP</a>	Test Corporate Inc	NATIONAL FREIGHT CORP	GBP1,000.00	20 Jun 2019	22 Mar 2019	ACTIVE

Page 1 of 43 (1-10 of 427 items) < 1 2 3 4 5 ... 43 >

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## Field Description

Field Name	Description
------------	-------------

## Search Result

<b>Reference No</b>	The LC reference number. Click on the link to view the details of LC initiated.
---------------------	--

<b>Applicant Name</b>	The name of the applicant is displayed.
-----------------------	---

<b>Beneficiary Name</b>	The name of the beneficiary of the back to back LC.
-------------------------	---

Field Name	Description
<b>Amount</b>	The amount for the back to back Letter of Credit along with the currency. The application amount of Back to back should not be more than parent export LC.
<b>Expiry Date</b>	The expiry date of the back to back LC. The Back to Back LC should not have expiry date greater than that in parent LC.
<b>Application Date</b>	The date of application of the back to back LC.
<b>Status</b>	The status of the back to back LC.

3. Click the **Reference No** link to view the LC details. The LC Details screen appears.

## 5.5 Initiate a Letter of Credit

Using this option, you can initiate an Import Letter of Credit (LC) in the application. To initiate an LC in the application, you must enter details such as your Customer ID, Product, shipment period, and applicable charges etc. You can also give specific instructions to bank.

### 5.5.1 Letter of Credit Details tab

Letter of Credit Details tab this tab captures the general details of the LC application process.

#### To initiate the LC:

1. Click **Create LC** on **Letter of Credit Initiation** screen.

## Letter of Credit Initiation - Initiate LC

Viewer ▼ ATM/Branch ▼ English ▼

Welcome, Acme Corporation Checker ▼  
Last login 18 Feb 05:11 PM

### Initiate Letter of Credit

GOODCARE PLC | \*\*\*044

- ⊗ LC Details
- ⊗ Goods and Shipment Details
- ⊗ Documents and Conditions
- ⊗ Instructions
- ⊗ Charges
- ⊗ Attachments

#### LC Details

**50**

Applicant Name  
GOODCARE PLC ▼

Address  
12 King Street  
Country  
GB

Accountee  
PREETHIS ▼

Address  
PKBANK31XXX  
Country  
GB

**40A**

Type of Documentary Credit  
 Transferable  Non Transferable

LC Type  
 Sight  Usance  Mixed Payment

Revolving  
 Yes  No

Select Product  
 ILUR - ILUR Import LC Usance Rev... 🔍

Auto-Reinstatement  
 Yes  No

Revolving Type  
 Value  Time

Cumulative  
 Yes  No

Repeat Frequency  
 Days ▼

---

**31D**

Date of Expiry Place of Expiry  
 28 Feb 2021 📍 Mumbai

---

**59**

Beneficiary Details  
 Existing  New

Beneficiary Name  
 ilshbsrtech ▼

Address  
Adx02  
Adx04\_21  
Adc3new  
Country  
INDIA

**32B**

LC Amount  
 USD ▼ USD2,300.00

Local Currency Equivalent GBP1,533.33

LC Amount Tolerance

Under(%)	Above(%)
10	10

Total Exposure  
 USD2,530.00

**Limits**

Party ID: GOODCARE PLC Reset

Line: LINE\_CD\_1

**\$68.00K**  
Available Limit

Utilized **USD68,000.00** Sanctioned **USD100,000.00**

View Limit Details

**39C**  
Additional Amount Covered  
Additional Amount

**41A**  
Credit Available By  
Negotiation

**42P**  
Negotiation/Deferred Payment Details  
ptdetail

Credit Available With  
CITIGB2LNNN  
CITIBANK ENGLAND  
CITIGB2LNNN  
new tech area  
[Reset](#)

**42C**

Serial Number	Tenor	Credit Days From	Drawee Bank	Draft Amount	Actions
1	0	20	FUTURA	£0.00	<a href="#">🔍</a>

[Add Another Draft](#)

[Next](#) [Save As Draft](#) [Cancel](#)

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## Field Description

Field Name	Description
<b>Applicant Name</b>	The LC applicant name based on the selected party ID.
<b>Address</b>	Displays the LC applicant address.
<b>Limits</b>	Indicates the available limits for applicant under the selected Line. The limit details are also represented in a graphical manner with available, sanctioned and utilized limit details for the users.
<b>View Limit Details</b>	Click the link to open the Facility Summary screen.
<b>Country</b>	Displays the country of the LC applicant.
<b>Accountee</b>	The list of all accountees mapped to a party.
<b>Address</b>	Displays the accountee's address.
<b>Country</b>	Displays the country of the accountee.




Field Name	Description
<b>Type of Documentary Credit</b>	<p>Move the slider to select the type of documentary credit.</p> <p>The type of documentary credit are:</p> <ul style="list-style-type: none"> <li>• Transferable</li> <li>• Non Transferable</li> </ul>
<b>LC Type</b>	<p>The type of LC.</p> <p>The options are:</p> <ul style="list-style-type: none"> <li>• Sight</li> <li>• Usance</li> <li>• Mixed Payment</li> </ul>
<b>Revolving</b>	<p>Indicate whether the product is revolving or not.</p> <p>The options are:</p> <ul style="list-style-type: none"> <li>• Yes</li> <li>• No</li> </ul>
<b>Select Product</b>	The LC product to be selected.
<b>Auto Reinstatement</b>	<p>This states that reinstatement will happen automatically, if not chosen it has to be done manually if required.</p> <p>The options are:</p> <ul style="list-style-type: none"> <li>• Yes</li> <li>• No</li> </ul> <p>This field is enabled if <b>Yes</b> option is selected in the <b>Revolving</b> field.</p>
<b>Revolving Type</b>	<p>The Indicates revolving type.</p> <p>The options are:</p> <ul style="list-style-type: none"> <li>• Value: LC revolves in value.</li> <li>• Time : LC revolves in time</li> </ul> <p>This field is enabled if <b>Yes</b> option is selected in the <b>Revolving</b> field.</p>
<b>Date of Expiry</b>	<p>The expiry date of the LC.</p> <p>The expiry date must be later than the application date.</p>
<b>Place of Expiry</b>	The place where LC would expire.

Field Name	Description
<b>Cumulative</b>	<p>Displays whether the frequency is cumulative for the LC. If it is cumulative then unused amount of previous LC would be added and available for the new LCs.</p> <p>The options are:</p> <ul style="list-style-type: none"> <li>• Yes</li> <li>• No</li> </ul> <p>This field is enabled if <b>Time</b> option is selected in the <b>Revolving Type</b> field.</p>
<b>Repeat Frequency</b>	<p>The time duration of revolving frequency</p> <p>The values can be entered in terms of:</p> <ul style="list-style-type: none"> <li>• Days</li> <li>• Month</li> <li>• Years</li> </ul> <p>This field is enabled if the <b>Time</b> option is selected in <b>Revolving Type</b> list.</p>
<b>Beneficiary Details</b>	<p>The beneficiary type.</p> <p>The options are:</p> <ul style="list-style-type: none"> <li>• Existing</li> <li>• New</li> </ul>
<b>Beneficiary Name</b>	<p>The name of the LC beneficiary.</p> <p>This field allows the user to select the beneficiary name from drop-down, if <b>Existing</b> option is selected in the <b>Beneficiary Details</b> field.</p> <p>This field allows the user to enter the beneficiary name if <b>New</b> option is selected in the <b>Beneficiary Details</b> field.</p>
<b>Address</b>	<p>The address of the LC beneficiary.</p> <p>This field is enabled to enter the address details, if <b>New</b> option is selected in the <b>Beneficiary Details</b> field.</p>
<b>Country</b>	<p>The country of the LC beneficiary.</p> <p>This field is enabled to enter the country name, if <b>New</b> option is selected in the <b>Beneficiary Details</b> field.</p>
<b>LC Amount</b>	<p>The currency under which the LC can be issued. Indicates the amount for the Letter of Credit.</p> <p>The user can see the equivalent amount in the local currency, if the application is in foreign currency.</p>

Field Name	Description
<b>LC Amount Tolerance</b>	<p>The tolerance relative to the documentary credit amount as a percentage plus and/or minus that amount. Enter the values for:</p> <ul style="list-style-type: none"> <li>• Under (-) %</li> <li>• Above (+) %</li> </ul>
<b>Total Exposure</b>	Displays the total LC amount including the positive tolerance, with the currency.
<b>Additional Amounts Covered</b>	This field specifies any additional amounts available to the beneficiary under the terms of the credit, such as insurance, freight, interest, etc.
<b>Credit Available By</b>	<p>Indicates the manner in which credit is available when the bank is authorized to pay, accept, negotiate or incur a deferred payment undertaking for the credit.</p> <p>The options are:</p> <ul style="list-style-type: none"> <li>• Acceptance</li> <li>• Deferred Payment</li> <li>• Mixed Payment</li> <li>• Negotiation</li> <li>• Sight Payment</li> </ul>
<b>Negotiation/ Deferred Payment Details</b>	<p>Indicates the details of Negotiation/ Deferred Payment.</p> <p>This field is enabled if the <b>Negotiation/ Deferred Payment</b> option is selected in the <b>Credit Available By</b> field.</p>
<b>Mixed Payment Details</b>	<p>Indicates the details of mixed payment.</p> <p>This field is enabled if the <b>Mixed Payment</b> option is selected in the <b>Credit Available By</b> field.</p>
<b>Credit Available With</b>	<p>Indicates the details of Bank where credit would become available. It is captured by Bank's SWIFT code.</p> <p>The options are:</p> <ul style="list-style-type: none"> <li>• SWIFT Code</li> <li>• Bank Address</li> </ul>
<b>Lookup SWIFT Code</b>	<p>Select the SWIFT code of the issuing bank.</p> <p>This field is enabled if the <b>SWIFT Code</b> option is selected in the <b>Credit Available With</b> field.</p>

#### SWIFT code Look up

The following fields appear on a pop up window if the **Lookup SWIFT Code** link is clicked.

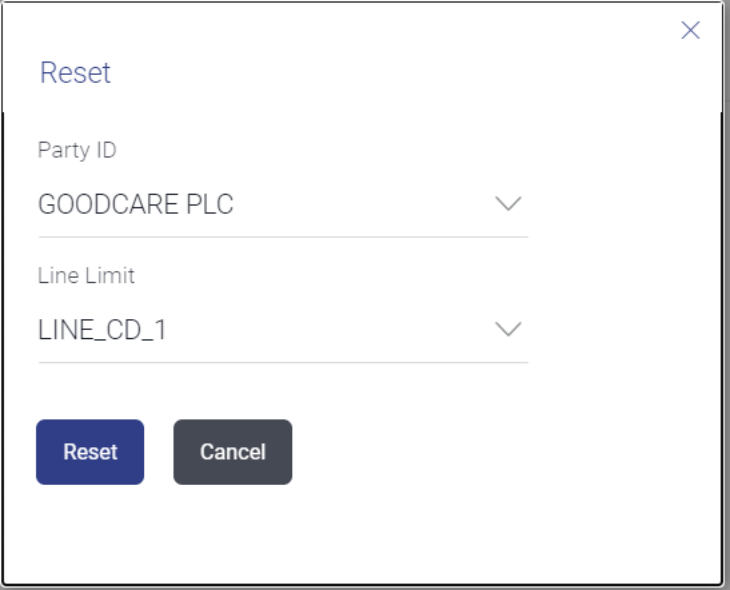
Field Name	Description
<b>Swift Code</b>	The facility to lookup bank details based on SWIFT code.
<b>Bank Name</b>	The facility to search for the SWIFT code based on the bank name.
<b>Country</b>	The facility to search for the SWIFT code based on the country.
<b>City</b>	The facility to search for the SWIFT code based on city.
<b>SWIFT Code Lookup - Search Result</b>	
<b>Bank Name</b>	The names of banks as fetched on the basis of the search criteria specified.
<b>Address</b>	The complete address of each bank as fetched on the basis of the search criteria specified.
<b>SWIFT Code</b>	The list of SWIFT codes as fetched on the basis of the search criteria specified.
<b>Bank Details</b>	Name and Address of the bank where credit would be available. This field is enabled if the <b>Bank Address</b> option is selected in the <b>Credit Available With</b> field.
<b>Drafts section</b>	
<hr/> <p><b>Note:</b> Click  to remove any draft added earlier to the LC application. Click <b>Add Another Draft</b> to add new draft.</p> <hr/>	
<b>Serial Number</b>	The serial number of drafts to be drawn under the documentary credit.
<b>Tenor (In Days)</b>	The tenor of drafts to be drawn under the documentary credit.
<b>Credit Days From</b>	The date from which the draft tenor is to be counted. Indicates the date type from which the draft tenor is to be counted. The options are: <ul style="list-style-type: none"> <li>• Invoice Date</li> <li>• B/L Date</li> <li>• Others</li> </ul>
<b>Drawee Bank</b>	The drawee bank of the LC.
<b>Draft Amount</b>	The various drafts amount for the LC application.

Field Name	Description
------------	-------------

**Action**

Click  to delete the record.

2. From the **Accountee** list, select the appropriate option. The accountee address and country field appears.
3. From the **Type of Documentary Credit** field, select the appropriate option.
4. From the **Limits** list, select the appropriate limit.  
OR  
Click **the View Limit Details** link to open the Facility Summary screen.  
OR  
Click **Reset** to reset the limit details. The Reset popup appears.

**Reset**

**Field Description**


Field Name	Description
------------	-------------

<b>Party ID</b>	The party Id of the LC product.
<b>Line Limit</b>	Indicates the available limits for applicant under the selected Line.

- a. From the Party ID list, select the appropriate party Id.
- b. From the Line Limit list, select the appropriate limit.
- c. Click **Reset** to reset the limit details.  
OR  
Click **Cancel** to cancel the limit reset process.

5. In the **LC Type** field, select the appropriate option.
6. If you enable **Revolving** option:
  - a. Select the appropriate option in **Auto Reinstatement** field.
  - b. In the **Revolving Type** field, select the appropriate option.
    - i. If you have selected **Time** option, select the appropriate option in the **Cumulative** field.
    - ii. From the **Repeat Frequency** list, select the appropriate option and enter the value.  
OR  
Select **Value** in the **Revolving Type** field.
7. From the Select Product list, select the appropriate product.
8. In the **Date of Expiry** field, select the expiry date of the LC.
9. In the **Place of Expiry** field, enter the place of LC expiry.
10. In the **Beneficiary Details** field, select the appropriate option.
  - a. If you select **Existing** option:
    - i. From the **Beneficiary Name** list, select the appropriate option.
  - b. If you enable **New** option:
    - i. In the **Beneficiary Name**, enter the name of the LC beneficiary.
    - ii. In the **Address** field in the Beneficiary section, enter the address of the LC beneficiary.
    - iii. From the **Country** list in the Beneficiary section, select the appropriate country.
11. In the **LC Amount**, select the appropriate currency and, enter the amount for which the LC is needed.
12. In the **LC Amount Tolerance**, enter the **Under** and **Above** values in percentage by which the amount of LC can vary.  
In the **Total Exposure** field, the LC amount along with tolerance would be displayed automatically.
  13. In the **Additional Amounts Covered** field, enter the amount details.
14. From the **Credit Available By** list, select the appropriate option.
15. In the **Additional Amounts Covered** field, enter the amount details.
16. In the **Credit Available With** field:
  - a. If you select **SWIFT Code** option,
    - i. In the **SWIFT code** field, enter the SWIFT code or select it from the lookup.
    - ii. Click **Verify** to fetch bank details based on Bank Code (BIC).
  - b. If you select **Bank Address** option:
    - i. In the **Bank Name** field, enter the name of the issuing bank.
    - ii. In the **Address** field, enter the address of the issuing bank.

17. Click **Add Another Draft** to add new draft details if required.  
OR

Click  to remove already added draft.

OR

Click **Continue** to save the details entered and proceeds to next level of details.

- a. If you click **Add Another Draft**;
- i. In the **Tenor** field, enter the appropriate value.
  - ii. From the **Credit Days From** list, select the appropriate option.
  - iii. In the **Drawee Bank** field, enter the bank name.
  - iv. In the **Draft Amount** field, enter the appropriate value.
18. Click **Next** or click the **Goods and Shipment Details** tab.  
The **Goods and Shipment Details** tab appears in the **Letter of Credit Initiation** screen.  
OR  
Click **Initiate LC**. The transaction is saved and the **Letter of Credit Initiation – Verify** screen appears.  
OR  
Click **Save As Draft**, system allows transaction details to be saved as a template or draft.  
(For more details, refer [Save As Template](#) or [Save As Draft](#) sections.)  
OR  
Click **Back** to go back to previous screen.  
OR  
Click **Cancel** to cancel the transaction. The **Dashboard** appears.
19. Click **Letter of Credit Initiation - Shipment Details** tab.

### **5.5.2 Letter of Credit Initiation - Goods and Shipment Details tab**

This tab captures the shipment details of the LC application process.

## Letter of Credit Initiation - Goods and Shipment Details tab

Viewer ATM/Branch English

futura bank

Welcome, roorp Checker  
Last login 25 Aug 08:27 PM

Initiate Letter of Credit  
DEV Org I \*\*\*165

- LC Details
- Goods and Shipment Details**
- Documents and Conditions
- Instructions
- Attachments

**43P**  
Partial Shipment  
Allowed

**43T**  
Trans-shipment  
Allowed

**44A**  
Place of Taking in Charge/Dispatch from  
Mumbai

**44E**  
Port of Loading/Airport of Departure  
Mumbai

**44F**  
Port of Discharge/Airport of Destination  
London

**44B**  
Place of Final Destination/For Transportation  
London

**44C / 44D**  
Shipment  
 Date  Period  
25 Aug 2020

Sr. No	Goods	Description	Quantity	Cost/Unit	Gross Amount	Actions
1	SHP...	SHPGOOD12	20	0	0	

+ Add Goods

Next Save As Draft Cancel Back

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## Field Description

Field Name	Description
------------	-------------

<b>Partial Shipment</b>	Indicates whether partial shipments are allowed under the LC.
-------------------------	---

The options are:

- Allowed - Allowed under the documentary credit
- Not Allowed - Not allowed under the documentary credit
- Conditional - Conditional based on conditions specified elsewhere in the message




<b>Field Name</b>	<b>Description</b>
<b>Trans-shipment</b>	Indicates whether trans-shipments are allowed under the LC. The options are: <ul style="list-style-type: none"> <li>• Allowed - Allowed under the documentary credit</li> <li>• Not Allowed - Not allowed under the documentary credit</li> <li>• Conditional - Conditional based on conditions specified elsewhere in the message</li> </ul>
<b>Place of Taking in Charge/ Dispatch From</b>	The place of receipt from where shipment will be done.
<b>Port of Loading/ Airport of Departure</b>	The port of loading or airport of departure to be indicated on the transport document.
<b>Port of Discharge/ Airport of Destination</b>	The port of discharge or airport of destination to be indicated on the transport document.
<b>Place of Final Destination/ For Transportation</b>	The place of dispatch or taking in charge of the goods or loading on board.
<b>Shipment Period</b>	The period of shipment during which the goods are to be loaded on board /dispatched /taken in charge.
<b>Shipment Date</b>	The latest date for shipment loading goods on board/ dispatch/ taking in charge. The Latest Date for Shipment should not be later than the LC Expiry Date.
<b>Note:</b> It is mandatory to enter the values either in the <b>Latest Shipment Date</b> or <b>Shipment Period</b> field.	

**Goods**

Section to add or remove the goods traded under the LC.

<b>Sr No</b>	Serial Number.
<b>Goods</b>	The type of good being shipped has to be chosen.
<b>Description</b>	The description about the goods.
<b>Quantity</b>	The quantity of goods.
<b>Cost/Unit</b>	The number of units of the good covered under the LC.

Field Name	Description
<b>Gross Amount</b>	The gross amount under the LC.
20.	From the <b>Partial Shipment</b> list, select the appropriate option.
21.	From the <b>Trans-shipment</b> list, select the appropriate option.
22.	In the <b>Place of Taking in Charge/ Dispatch From</b> field, enter the name of the place where the goods are to be received.
23.	In the <b>Port of Loading/ Airport of Departure</b> field, enter the name of the place for delivery of goods.
24.	In the <b>Port of Loading</b> field, enter the port of dispatch or taking in charge of the goods or loading on board.
25.	In the <b>Port of Discharge/ Airport of Destination</b> field, enter the port of discharge of the goods.
26.	In the <b>Place of Final Destination/ For Transportation</b> field, enter the place of dispatch of the goods.
27.	In the <b>Shipment Date</b> field, enter the latest shipment date for loading goods on board/ dispatch/ taking in charge. OR In the <b>Shipment Period</b> field, enter the period of shipment during which the goods are to be loaded on board.
28.	In the <b>Goods</b> section,
29.	From the <b>Goods</b> list, select the goods being shipped. <ul style="list-style-type: none"> <li>a. In the <b>Description of Goods</b> field, enter the description of the goods traded under the LC.</li> <li>b. In the <b>Quantity</b> field, enter the number of units of the goods traded under the LC.</li> <li>c. In the <b>Cost/Unit</b> field, enter the price per unit of the goods traded under the LC.</li> <li>d. In the <b>Gross Amount</b> field, enter the gross amount traded under the LC.</li> <li>e. Click <b>Add Goods</b> to add new good if required.</li> </ul> OR Click  to remove goods that are already added. OR
30.	Click <b>Next</b> to save the entered details and proceed to the next level. OR Click <b>Save As Draft</b> , system allows transaction details to be saved as a template or draft. (For more details, refer <a href="#">Save As Template</a> or <a href="#">Save As Draft</a> sections.) OR Click the <b>Documents and Conditions</b> tab. OR Click <b>Back</b> to go back to previous screen. OR Click <b>Cancel</b> to cancel the transaction. The <b>Dashboard</b> appears.
31.	Click <b>Letter of Credit Initiation - Documents and Conditions</b> tab.

### 5.5.3 Letter of Credit Initiation - Documents and Conditions tab

This tab includes the INCO terms (International Commercial Terms) and required document details along with the clauses list related to the documents. . The document list on this tab are populated based on the default LC product(s) mapped. It also provides an option to add a additional conditions in which corporate user can enter the details to have a clause customized to his/her requirement.

#### Letter of Credit Initiation - Documents and Conditions tab

The screenshot displays the 'Documents & Conditions' tab for a Letter of Credit initiation. The main section, '46A Select Documents', features a table with the following data:

Name of Document	Original	Number of Copies	Clause
<input checked="" type="checkbox"/> Air Way	0 / 0	0	<a href="#">View / Edit Clauses</a>
<input checked="" type="checkbox"/> OTHERDOC	0 / 0	0	<a href="#">View / Edit Clauses</a>
<input checked="" type="checkbox"/> Sea Way	0 / 0	0	<a href="#">View / Edit Clauses</a>
<input checked="" type="checkbox"/> Insurance	0 / 0	0	<a href="#">View / Edit Clauses</a>
<input checked="" type="checkbox"/> Invoice	0 / 0	0	<a href="#">View / Edit Clauses</a>

Below the table, there is a pagination control: 'Page 1 of 1 (1-5 of 5 items)'. The 'Add Condition' section includes a table for 'Additional Conditions':

Condition Code	Identifier	Description
SND2RECM700	Please Select	Sender to receiver information

At the bottom of the page, there are buttons for 'Next', 'Save As Draft', 'Cancel', and 'Back'. The footer contains the copyright notice: 'Copyright © 2006, 2020, Oracle and/or its affiliates. All rights reserved. | Security Information | Terms and Conditions'.

#### Field Description

Field Name	Description
------------	-------------

#### Select Documents

Documents list have the list of documents with check boxes to choose along with the number of original or copies submitted and clauses they cater too.

#### Checkbox

Displays the documents that you have selected from the list.

The selected documents are to be a part of the initiated LC. It needs to be checked in order to select it.

Field Name	Description
<b>Name of Document</b>	Name of the document to be sent along with the LC.
<b>Original</b>	The required number of original documents required for the selected document. It is provided as <b>m/n</b> , where <b>m</b> out of n available documents would be submitted to bank.
<b>Number of Copies</b>	The required number of copies required for the selected document.
<b>Clause</b>	The clauses maintained in the bank application for each of the document. A document can have multiple clauses.
<b>View Clause</b>	The link to view the clause maintained in the bank application for each of the document or to modify as per needs.
<b>View Clause</b>	
This section appears if you select a document and click the <b>View Clause</b> link. In this section a user can view already maintained clause or can modify them as per his needs. User can select the pre-maintained clause using the identifiers under each clause.	
In a blank clause, corporate user can enter the details to have a clause customized to his/her requirement.	
<b>Selected</b>	The clauses that you have selected from the <b>Clause List</b> . The selected clauses related documents are to be attached to the selected document.
<b>Clause</b>	The name of the clause.
<b>Clause Description</b>	The description and number of the selected clause.
<b>Additional Conditions</b>	
<b>Condition Code</b>	The additional condition code of the documentary credit.
<b>Identifier</b>	The maintained identifier of the conditions of the documentary credit.
<b>Description</b>	The description of further conditions of the documentary credit.
Reference	
This section appears if you select a document and click the <b>Refer Codes and Description</b> link.	
<b>Name of Condition</b>	The name of the condition of the documentary credit.
<b>Description of Condition</b>	The description of the documentary credit.

Field Name	Description
<b>Documents to be presented within /beyond days after the date of shipment but within validity of this credit</b>	The number of days after the date of shipment when the documents will be presented to bank.  <u>Note: On adding these days to the date of application, it should be within validity period.</u>
<b>Incoterm</b>	Indicates the INCO terms for the LC application.

32. Select the **Document List** check box to choose the number of original or copies submitted and clauses.  
In the **Document List** section, select the required document to be a part of the Initiated LC.
33. In the **Original** field, enter the number of originals required for the selected document.
34. In the **Number of Copies** field, enter the number of copies required for the selected document.
35. In the **Clauses** section, list of clauses for each document will be listed and a checkbox is available against various clauses, user can choose amongst various clauses. Select the required clauses for each selected document and click the **View/ Edit Clauses** link. The **View Clause** overlay screen appears, if the clause is already maintained.

### View Clause

Clause	Identifier	Description
INVCOM	Please Select	Invoice of shipment

[Add Clause](#)

- a. From the **Clause** list, select the appropriate clause.
  - b. From the **Identifier** list, select the identifiers maintained under the clause.
  - c. In the **Clause Description** field, view and modify the description of the clause, if required.
  - d. Click **Submit**. The clause description are saved.  
OR  
Click **Reset** to reset and discard the changes.  
OR  
Click the **Add Clause** link to add a new clause.
36. Click **Add Document** link to add more document details.

37. In the **Additional Conditions** section, select the code from the **Condition Code** list. The description mapped to the condition code appears in the Description field. You can also edit the description as required.
38. From the Identifier list, select the appropriate option.
39. Click **Refer Codes and Description** link to view the list of codes and their descriptions.
40. In the **Documents to be presented within/ beyond days after the date of shipment but within validity of this credit** field, enter the number of days.
41. From the **Incoterm** list, select the appropriate option.
42. Click **Next** to save the entered details and proceed to the next level.  
OR  
Click **Save As Draft**, system allows transaction details to be saved as a template or draft. (For more details, refer [Save As Template](#) or [Save As Draft](#) sections.)  
OR  
Click the **Instructions** tab.  
OR  
Click **Back** to go back to previous screen.  
OR  
Click **Cancel** to cancel the transaction. The **Dashboard** appears
43. Click **Letter of Credit Initiation - Instructions** tab.

#### 5.5.4 **Letter of Credit Initiation - Instructions tab**

This tab includes the miscellaneous information such as Advising Bank SWIFT ID, Charges Borne By, and Instructions to the bank (not forming part of LC).

## Letter of Credit Initiation - Instructions tab

Viewer ATM/Branch English

futura bank

Welcome, corp checker  
Last login 23 Nov 10:42 AM

### Documents & Conditions

DEV Org | \*\*\*165

- LC Details
- Goods and Shipment Details
- Documents and Conditions
- Instructions**
- Charges

#### Instructions

Advising Bank

Swift Code  Name and Address

CITIGBZLRRR

[Lookup SWIFT Code](#)

**49G**  
Special Payment Conditions for Beneficiary  
new cond for ben

**49H**  
Special Payment Conditions for Bank Only  
new cond fr bank

**49**  
Confirmation Instructions  
 Confirm  May Confirm  Without

**58A**  
Requested Confirmation Party  
Confirming Bank

Swift Code  Bank Address

Bank Name  
bank of london

Address  
dd dddf dfvf  
dfdf  
fdfdfgffg

**72Z**  
Sender to Receiver Information  
TELEBEN dfjakdfth

**71D**  
Charges  
new charges

[Back](#)

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**Field Description**

<b>Field Name</b>	<b>Description</b>
<b>Advising Bank</b>	The option to select the mode of advising bank. The options are: <ul style="list-style-type: none"> <li>• SWIFT Code</li> <li>• Name and Address</li> </ul>
<b>Lookup SWIFT Code</b>	Search and select the SWIFT code of the advising bank, available in the application. This field is enabled if the <b>SWIFT Code</b> option is selected in the <b>Advising Bank</b> field.
<b>SWIFT code Look up</b>	
The following fields appear on a pop up window if the <b>Lookup SWIFT Code</b> link is clicked.	
<b>Swift Code</b>	The facility to lookup bank details based on SWIFT code.
<b>Bank Name</b>	The facility to search for the SWIFT code based on the bank name.
<b>Country</b>	The facility to search for the SWIFT code based on the country.
<b>City</b>	The facility to search for the SWIFT code based on city.
<b>SWIFT Code Lookup - Search Result</b>	
<b>Bank Name</b>	The names of banks as fetched on the basis of the search criteria specified.
<b>Address</b>	The complete address of each bank as fetched on the basis of the search criteria specified.
<b>SWIFT Code</b>	The list of SWIFT codes as fetched on the basis of the search criteria specified.
<b>Name and Address</b>	Name and address of the advising bank. This field is enabled if the <b>Name and Address</b> option is selected in the <b>Advising Bank</b> field.
<b>Bank Name</b>	Enter the name of the advising bank.
<b>Bank address</b>	Enter the complete address of the advising bank.
<b>Special Payment Conditions for Beneficiary</b>	User can input special payment conditions applicable to the beneficiary, for example, post financing request/ conditions.



Field Name	Description
<b>Special Payment Conditions for Bank Only</b>	User can input special payment conditions applicable to bank without disclosure to the beneficiary, for example, post-financing request /conditions.
<b>Confirmation Instruction</b>	<p>The confirmation instructions for the requested confirmation party.</p> <p>The options are:</p> <ul style="list-style-type: none"> <li>• May Confirm - The requested confirmation party may add its confirmation to the credit</li> <li>• Confirm - The requested confirmation party is requested to confirm the credit</li> <li>• Without - No confirmation is requested</li> </ul>
<b>Requested Confirmation Party</b>	<p>Bank which is requested to add its confirmation or may add its confirmation.</p> <p>The options are:</p> <ul style="list-style-type: none"> <li>• Advising Bank</li> <li>• Advise Through Bank</li> <li>• Confirming Bank</li> </ul> <p>This field is enabled if the May Confirm or Confirm option is selected in the Confirmation Instruction list.</p>
<b>Confirming Bank</b>	<p>Indicates the confirming party is the Confirming bank.</p> <p>The options are:</p> <ul style="list-style-type: none"> <li>• Swift Code</li> <li>• Bank Address</li> </ul> <p>This field is enabled if the <b>Advise Through Bank</b> or <b>Confirming Bank</b> option is selected.</p>
<b>Swift Code</b>	<p>The Swift code of the confirming bank or Advise through Bank.</p> <p>This field is enabled if the <b>Swift Code</b> option is selected.</p>
<b>Bank Name</b>	<p>Name of the confirming bank or Advise through Bank.</p> <p>This field is enabled if the <b>Bank Address</b> option is selected.</p>
<b>Bank Address</b>	<p>Address of the confirming bank or Advise through Bank.</p> <p>This field is enabled if the <b>Bank Address</b> option is selected.</p>
<b>Sender to Receiver Information</b>	The additional information for the receiver.
<b>Charges</b>	Specify charges to be borne by the beneficiary.

44. In the **Advising Bank** field, select the appropriate option.
45. If you select **Swift Code** option, use the lookup and select the right swift code.  
OR  
If you select **Name and Address** option:
  - i. In the **Name** field, enter the name of the advising bank.
  - ii. In the **Address (1-3)** field, enter the address of the advising bank
46. In the Special Payment Conditions for Beneficiary field, enter the special payment conditions applicable to beneficiary.
47. In the Special Payment Conditions for Bank Only field, enter the special payment conditions applicable to bank.
48. In the **Confirmation Instructions** field, select the appropriate option.
  - a. If you select **Confirm** or **May Confirm** option;  
From the **Requested Confirmation Party** list, select the appropriate option.
    - i. In the **Requested Confirmation Party** list; if you select **Advise Through Bank** or **Confirming Bank** option:
    - ii. If you select **Swift Code** option, use the lookup and select the right swift code.  
OR  
If you select **Bank Address** option, enter the bank name and address.
49. In the **Sender to Receiver Information** field, enter the additional information for the receiver.
50. In the **Charges** field, enter the charges details.
51. Click **Next** to save the entered details and proceed to the next level.  
OR  
Click the **Linkages** tab. The **Linkages** tab appears in the **Letter of Credit Initiation** screen.  
  
Click **Save As Draft**, system allows transaction details to be saved as a template or draft.  
(For more details, refer Save As Template or Save As Draft sections.)

### 5.5.5 Letter of Credit Initiation - Linkages tab

This tab allows the user to link a deposit account while initiating a transaction.

## Letter of Credit Initiation - Linkages tab

Initiate Letter of Credit  
GOODCARE PLC | \*\*\*D44

Linkages

Select Deposits

Sr. No.	Account Number	Amount	Amount in Transactional Currency	Maturity Date
1		GBPO.00		

+ Add Account

Total

Disclaimer: The total amount transactional currency may vary as per the rate applied during transaction by the bank.

Next Save As Draft Cancel Back

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## Field Description

Field Name	Description
<b>Sr. No.</b>	The serial number of the schedule record.
<b>Account Number</b>	The deposit account that has to be mapped to the transaction.
<b>Amount</b>	The amount that is to be linked for the transaction, and partial linkages to be supported.
<b>Amount in Transactional Currency</b>	The tentative equivalent amount in transactional currency.
<b>Maturity Date</b>	The maturity date of the deposit.

52. From the **Account Number** list, select the appropriate deposit account that has to be mapped to the transaction.
53. In the **Amount** field, enter the amount that is to be linked for the transaction.
54. Click **Next** to save the entered details and proceed to the next level.  
OR  
Click **Save As Draft**, system allows transaction details to be saved as a template or draft. (For more details, refer Save As Template or Save As Draft sections.)  
OR  
Click the **Charges** tab. The **Charges** tab appears in the **Letter of Credit Initiation** screen.  
OR  
Click **Back** to go back to previous screen.  
OR  
Click **Cancel** to cancel the transaction. The Dashboard appears

## 5.5.6 Letter of Credit Initiation – Charges , Commissions and Taxes Tab

This tab defaults the charges details, if charges, commissions and taxes are available under the product.

### Charges, Commissions and Taxes

The screenshot shows the 'Initiate Letter of Credit' form for 'GOODCARE PLC | \*\*\*044'. The 'Charges, Commissions and Taxes' tab is selected. The form displays the following details:

- Applicant Account for Charges:** xxxxxxxxxxxx0017
- Charges, Commissions & Taxes:**
  - Charges:**

Description of Charges	Amount
LC COURIER CHARGES IN BILLS	GBP500.00
COURIER CHARGES FOR LC ISSUE	GBP50.00
SWIFT CHARGES FOR LC ISSUE	GBP50.00
LC Charges receivables	GBP50.00
  - Taxes:**

Description of Taxes	Value Date	Transaction Date	Amount
LCTAX			GBP8.00
LCTAX1			GBP4.00
LCTAX2			GBP4.00
  - Commissions:**

Commission for	Percentage	Amount
LC issuance Commission (Commitment)-Non periodic	1.25	GBP1.12
LC issuance Commission (Commitment)-Non periodic	1.5	GBP50.00

Navigation buttons: Next, Save As Draft, Cancel, Back.

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### Field Description

Field Name	Description
------------	-------------

<b>Applicant Account for Charges</b>	The applicant charge account.
--------------------------------------	-------------------------------

### Charges

<b>Description of Charges</b>	The description of the charges.
-------------------------------	---------------------------------

<b>Amount</b>	The amount that is maintained under the charge.
---------------	---

### Taxes

Field Name	Description
<b>Description of Taxes</b>	Displays the description charges applicable.
<b>Value Date</b>	Displays the value date of the taxes.
<b>Transaction Date</b>	Displays the date on which the transaction is done.
<b>Amount</b>	Displays the amount of taxes.
<b>Commissions</b>	
<b>Commissions for</b>	The commission component.
<b>Percentage</b>	The percentage of commission.
<b>Amount</b>	The commission amount.

56. Click **Next** to save the entered details and proceed to the next level.  
OR  
Click **Save As Draft**, system allows transaction details to be saved as a template or draft.  
(For more details, refer **Save As Template** or **Save As Draft** sections.)OR  
Click the **Charges** tab.  
OR  
Click **Back** to go back to previous screen.  
OR  
Click **Cancel** to cancel the transaction. The **Dashboard** appears
57. Click the **Attachments** tab. The Attachments tab appears in the **Letter of Credit Initiation** screen.

### 5.5.7 Letter of Credit Initiation - Attachments tab

Displays the list of documents presented to initiate the LC. The document list on this tab are populated based on the default LC product mapped.

**To Attach Documents:**


## Attachments tab - Upload Document

The screenshot shows the 'Attachments' tab in the Futura Bank interface. The page header includes 'Viewer', 'ATM/Branch', and 'English'. The user is logged in as 'Welcome, corp checker' with a last login of '23 Nov 10:42 AM'. The main content area is titled 'Documents & Conditions' and 'DEV Org | \*\*\*165'. The left sidebar lists several menu items, with 'Attachments' selected. The main form area contains the following fields and controls:


- Attachments:** A dashed box with the text 'Drop files here or click here to Add Files' and an upload icon.
- File size should not be more than 5 MB. Supported files: .JPEG, .PNG, .DOC, .PDF, .TXT, .ZIP. Multiple files can be uploaded at a time.**
- Save As Template:** Radio buttons for 'Yes' (selected) and 'No'.
- Access Type:** Radio buttons for 'Public' and 'Private' (selected).
- Template Name:** A text field containing 'test template2' with a file icon.
- I accept the Terms & Conditions:** A checked checkbox.
- Buttons:** 'Submit', 'Save As Draft', 'Cancel', and 'Back'.

At the bottom of the page, there is a copyright notice: 'Copyright © 2006, 2020, Oracle and/or its affiliates. All rights reserved. | Security Information | Terms and Conditions'.

## Field Description

Field Name	Description
<b>Attachments</b>	Click to browse and select the file to be uploaded or drag and drop the file to be uploaded.
<b>Document Name</b>	Displays the name of the attached documents. Displays the link to download the attached document.
<b>Document Category</b>	Displays the category of the document uploaded.
<b>Document Type</b>	Displays the type of the document uploaded.
<b>Remarks</b>	Displays the notes added, if any, for attaching the document.
	Click the icon to remove the attached document-
<b>Save as Template</b>	Options to save the transaction as template. The options are: <ul style="list-style-type: none"> <li>• Yes</li> <li>• No</li> </ul>

Field Name	Description
<b>Access Type</b>	Indicates the type of access for the template. The options are: <ul style="list-style-type: none"> <li>• Public</li> <li>• Private</li> </ul> This field is enabled if the <b>Yes</b> option is selected in Save as Template.
<b>Template Name</b>	The name using which template is stored and can be used in future.

58. Click **Drag and Drop** to browse and select the required document present on your computer.  
The **Attach Document** popup window appears.
59. Select the required document present on your computer to upload.
  - a. In the **Save as Template** field, select **Yes**, if you want to save the transaction as template.
  - b. If you select **Yes**,
    - i. In the **Access Type** field, select the appropriate option.
    - ii. In the **Template Name** field, enter the name of the template.
60. Select the **Terms and Conditions** check box to accept the Terms and Conditions.
61. Click **Preview Draft Copy** to have a preview of draft.
62. Click **Submit**. The transaction is saved and the **Letter of Credit Initiation – Review** screen appears.  
OR  
Click **Save As Draft**, system allows transaction details to be saved as a template or draft. (For more details, refer **Save As Template** or **Save As Draft** section.)  
OR  
Click **Back** to go back to previous screen.  
OR  
Click **Cancel** to cancel the transaction, The **Dashboard** appears.
63. The review screen appears. It displays all the 4 sections with their respective fields namely Letter of Credit details, Shipment Details, Documents, Instructions, and Attachments with an option to edit them individually.  
Verify the details, and click **Confirm**.  
OR  
Click **Back** to go back to previous screen.  
OR  
Click **Cancel** to cancel the transaction. The **Dashboard** appears.
64. The success message initiation of LC creation appears along with the reference number.  
Click **OK** to complete the transaction.
65. Click  to remove the attached document.

## 5.6 Initiate Back to Back Letter of Credit

Using this option, the user can initiate a Back to Back Letter of Credit (LC) in the application. This LC reduces the fund constraints problems of the exporter by providing the opportunity to open the LC against Export LC and to pay after getting the export proceeds.

The application will do the Amount and Expiry Date Validation with the underlying Export LC while listing the export LCs where Back to Back LC can be initiated.

System validates that Back to Back LC should not have maturity date/ tenor date/ expiry date greater than that in parent LC and the application amount of Back to back should not be more than parent export LC.

Once submitted by user, the application would be available in OBTFPM for bank user to process. The created LC will be available along with other initiated Import LCs and also available in application tracker for tracking purpose.

### **To initiate the Back to Back LC:**

1. In the Initiate Letter of Credit - Back to Back Search Results screen, click **the Reference Number** link. The **Initiate Letter of Credit Back to Back** screen.



## Initiate Back to Back Letter of Credit

Viewer | ATM/Branch | English

**futura bank**

 Welcome, ASHLEY CHARLES  
Last login: 17 Feb 09:20 AM

**Initiate Letter of Credit**  
 GOODCARE PLC | \*\*\*044

- LC Details
- Goods and Shipment Details
- Documents and Conditions
- Instructions
- Charges

**LC Details**

Linked LC number  
000ELAC20076ARE6

**50**  
Applicant Name  
PREETHIS

Address  
 PKBANK31XXX  
 Country  
 GB

**40A**  
Type of Documentary Credit  
 Transferable  Non Transferable

LC Type  
 Sight  Usance  Mixed Payment

Revolving  
 Yes  No

Select Product  
 Please Select

**31D**  
Date of Expiry  Place of Expiry

**59**  
Beneficiary Details  
 Existing  New

Beneficiary Name  
 Please Select

**39C**  
Additional Amount Covered

**41A**  
Credit Available With  
 Swift Code  Bank Address

Lookup SWIFT Code

**42C**

Serial Number	Tenor	Credit Days From	Drawee Bank	Draft Amount	Actions
No data to display.					

[Add Another Draft](#)

**Limits**  
 Party ID:  
 GOODCARE PLC  
 Limit LINE\_CD\_1

⤴
⤵

\$100.00K  
Available Limit

Utilized  
**USD68,000.00**
Sanctioned  
**USD100,000.00**

[View Limit Details](#)



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**Field Description**

<b>Field Name</b>	<b>Description</b>
<b>Linked LC Number</b>	Displays the linked Export LC reference number.
<b>Applicant Name</b>	Displays the LC applicant name based on the selected party ID.
<b>Address</b>	Displays the LC applicant address.
<b>Limits</b>	Indicates the available limits for applicant under the selected Line. The limit details are also represented in a graphical manner with available, sanctioned and utilized limit details for the users.
<b>View Limit Details</b>	Click the link to open the Facility Summary screen.
<b>Country</b>	Displays the country of the LC applicant.
<b>Type of Documentary Credit</b>	Move the slider to select the type of documentary credit. The type of documentary credit are: <ul style="list-style-type: none"> <li>• Transferable/</li> <li>• Non Transferable</li> </ul>
<b>LC Type</b>	The type of LC. The options are: <ul style="list-style-type: none"> <li>• Sight</li> <li>• Usance</li> <li>• Mixed Payment</li> </ul>
<b>Select Product</b>	The LC product to be selected.
<b>Date of Expiry</b>	The expiry date of the LC. The expiry date must be later than the application date.
<b>Place of Expiry</b>	The place where LC would expire.
<b>Beneficiary Details</b>	The beneficiary type. The options are: <ul style="list-style-type: none"> <li>• Existing</li> <li>• New</li> </ul>

Field Name	Description
<b>Beneficiary Name</b>	<p>The name of the LC beneficiary.</p> <p>This field allows the user to select the beneficiary name from drop-down, if <b>Existing</b> option is selected in the <b>Beneficiary Details</b> field.</p> <p>This field allows the user to enter the beneficiary name if <b>New</b> option is selected in the <b>Beneficiary Details</b> field.</p>
<b>Address</b>	<p>The address of the LC beneficiary.</p> <p>This field is enabled to enter the address details, if <b>New</b> option is selected in the <b>Beneficiary Details</b> field.</p>
<b>Country</b>	<p>The country of the LC beneficiary.</p> <p>This field is enabled to enter the country name, if <b>New</b> option is selected in the <b>Beneficiary Details</b> field.</p>
<b>LC Amount</b>	<p>The currency under which the LC can be issued. Indicates the amount for the Letter of Credit.</p>
<b>LC Amount Tolerance</b>	<p>The tolerance relative to the documentary credit amount as a percentage plus and/or minus that amount. Enter the values for:</p> <ul style="list-style-type: none"> <li>• Under (-) %</li> <li>• Above (+) %</li> </ul>
<b>Total Exposure</b>	<p>Displays the total LC amount including the positive tolerance, with the currency.</p>
<b>Additional Amounts Covered</b>	<p>This field specifies any additional amounts available to the beneficiary under the terms of the credit, such as insurance, freight, interest, etc.</p>
<b>Credit Available By</b>	<p>Indicates the manner in which credit is available when the bank is authorized to pay, accept, negotiate or incur a deferred payment undertaking for the credit.</p> <p>The options are:</p> <ul style="list-style-type: none"> <li>• Acceptance</li> <li>• Deferred Payment</li> <li>• Mixed Payment</li> <li>• Negotiation</li> <li>• Sight Payment</li> </ul>
<b>Negotiation/ Deferred Payment Details</b>	<p>Indicates the details of Negotiation/ Deferred Payment.</p> <p>This field is enabled if the <b>Negotiation/ Deferred Payment</b> option is selected in the <b>Credit Available By</b> field.</p>

Field Name	Description
<b>Mixed Payment Details</b>	Indicates the details of mixed payment. This field is enabled if the <b>Mixed Payment</b> option is selected in the <b>Credit Available By</b> field.
<b>Credit Available With</b>	Indicates the details of Bank where credit would become available. It is captured by Bank's SWIFT code. The options are: <ul style="list-style-type: none"> <li>• SWIFT Code</li> <li>• Bank Address</li> </ul>
<b>Lookup SWIFT Code</b>	Select the SWIFT code of the issuing bank. This field is enabled if the <b>SWIFT Code</b> option is selected in the <b>Credit Available With</b> field.
<b>SWIFT code Look up</b>	The following fields appear on a pop up window if the <b>Lookup SWIFT Code</b> link is clicked.
<b>Swift Code</b>	The facility to lookup bank details based on SWIFT code.
<b>Bank Name</b>	The facility to search for the SWIFT code based on the bank name.
<b>Country</b>	The facility to search for the SWIFT code based on the country.
<b>City</b>	The facility to search for the SWIFT code based on city.
<b>SWIFT Code Lookup - Search Result</b>	
<b>Bank Name</b>	The names of banks as fetched on the basis of the search criteria specified.
<b>Address</b>	The complete address of each bank as fetched on the basis of the search criteria specified.
<b>SWIFT Code</b>	The list of SWIFT codes as fetched on the basis of the search criteria specified.
<b>Bank Details</b>	Name and Address of the bank where credit would be available. This field is enabled if the <b>Bank Address</b> option is selected in the <b>Credit Available With</b> field.

Field Name	Description
<b>Drafts section</b>	
<p><b>Note:</b> Click  to remove any draft added earlier to the LC application. Click <b>Add Another Draft</b> to add new draft.</p>	
<b>Serial Number</b>	The serial number of drafts to be drawn under the documentary credit.
<b>Tenor (In Days)</b>	The tenor of drafts to be drawn under the documentary credit.
<b>Credit Days From</b>	<p>The date from which the draft tenor is to be counted. Indicates the date type from which the draft tenor is to be counted.</p> <p>The options are:</p> <ul style="list-style-type: none"> <li>• Invoice Date</li> <li>• B/L Date</li> <li>• Others</li> </ul>
<b>Drawee Bank</b>	The drawee bank of the LC.
<b>Draft Amount</b>	The various drafts amount for the LC application.
<b>Action</b>	Click  to delete the record.

2. To initiate back to back LC, refer the steps 1 to 48 of **Initiate a Letter of Credit** section.

## 5.7 Save As Draft

User can save LC application as a Draft so that it can be used if required in future. It can be re used only one time for LC Application initiation. User can search the saved LC draft using the draft name in search box. The saved drafts can be accessed from the **Draft** tab. The LC applications, which were saved as draft can also be saved as template after adding all other necessary fields.

**Note:** User cannot save application with attached document as Draft.

### To save LC application as draft:

1. Enter the required details in LC application.
2. Click **Save As Draft**, and then select **Draft** option.

### Save as Draft

Save ✕

The details filled will be saved as a draft which can be accessed from Drafts tab.

Name of the Draft

AutomationPrivatetemp1

---

### Field Description

Field Name	Description
------------	-------------

<b>Draft Name</b>	Name of the draft.
-------------------	--------------------

3. In the **Draft Name** field, enter the desired name for the draft.
4. Click **Save** to save the draft.  
The transaction details are saved as a draft which can be accessed from the **Draft** tab.  
OR  
Click **Cancel** to cancel the transaction.

## **FAQs**

**1. Can I create a Letter of Credit without providing Advising Bank Details?**

Yes, you can, but you will need to give the same later.

**2. What if I do not want to have any tolerance?**

Please put 0 in the fields under % and above %. By default application will take 10% tolerance, if no value has been provided which is in accordance to SWIFT guidelines.

**3. When should I create a draft and when should I create a Template?**

When you want to use the LC application again and again having the same, save it as template. While if you are leaving your create LC application to be filled at a later stage or usage on a later date, you can save it as draft.

**4. Can I initiate LC from my mobile device?**

Currently, you cannot perform any Trade Finance related transaction from mobile devices.

[Home](#)

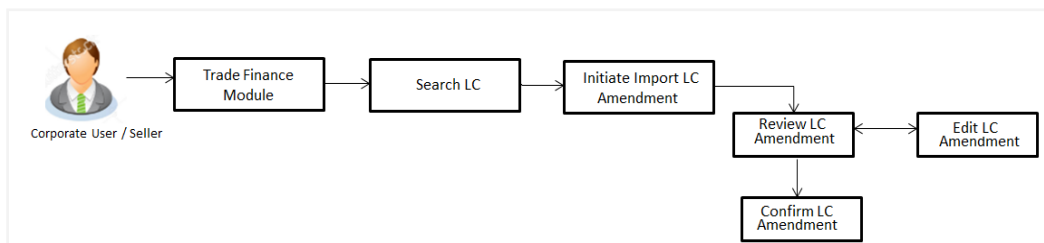
## 6. Initiate Import LC Amendment

Using this option, you can apply for amendment of an existing Letter of Credit (LC) in the application. You can also attach the scanned copies of the supporting documents for the amendment, file size should not be more than 5 MB. Supported file types: .jpeg, .png, .doc, .pdf, .txt, .zip. Multiple files can be uploaded at a time.

### Pre-Requisites

- User must have a valid corporate party Id and login credentials in place
- At least a single Import LC should exist for the party ID and party must having view rights for it

### Workflow



### How to reach here:

*Dashboard > Toggle menu > Trade Finance > Letter of Credit > Import Letter of Credit > Amend Letter of Credit*

OR

*Dashboard > Toggle menu > Trade Finance > Letter of Credit > Import Letter of Credit > View Letter of Credit > Amendments > Initiate Amendment link*


OR

*Dashboard > Trade Finance > Overview > Quick Links > Initiate LC Amendment*

### 6.1 Search Import LC Amendments

User can search the list existing LC application using LC Number, Applicant Name, and Beneficiary Name and apply for amendments.

#### To search the LC Amendments:

1. In the **Search** field, enter the LC Number/ Applicant Name/ Beneficiary Name.
2. Click . Based on search criteria the list of existing LC appears.



## Import LC Amendments - Search Result

LC Number	Applicant Name	Beneficiary Name	Amount
000ILUN20076BIOR	DEV ORG	Oracle Corp	£912,456.00
000ILUN20076BJ6E	DEV ORG	Oracle Corp	£100,000.00
000ILUN20076BJ6H	DEV ORG	CITIBANK IRELAND	£3,344,555.00
000ILUN20076BIEK	DEV ORG	Oracle Corp	£663,456.00
000ILUN20076BJY4	DEV ORG	CITIBANK IRELAND	£3,344,555.00
000ILUN20076BJY5	DEV ORG	Oracle Corp	£3,344,555.00
000ILUN20076BKCO	DEV ORG	Oracle Corp	£963,456.00
000ILSR200764002	DEV ORG	sunrise coffee	£123,456.00
000ILSR200764502	DEV ORG	sunrise coffee	£563,456.00
000ILSR200767505	DEV ORG	TEST1	£3,000.00

Page 1 of 2 (1-10 of 11 items) < 1 2 >

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### Field Description

Field Name	Description
<b>Search</b>	
<b>Search By</b>	Specify the LC Number/ Applicant Name/ Beneficiary Name of LC for whom amendments to be made.
<b>Search Result</b>	
<b>LC Number</b>	The LC reference number generated while creating LC.
<b>Applicant Name</b>	The LC applicant name based on the selected party ID.
<b>Beneficiary Name</b>	The name of the beneficiary of the LC.
<b>Amount</b>	The amount for the Letter of Credit along with the currency under which the LC issued.

- Click on the desired **LC Number** for whom amendments to be made. The Initiate Import LC Amendment screen appears.

**Note:** When the user clicks LC Number link, a warning message 'You are going to amend a Back to Back LC', if the LC is a back to back LC.

## Initiate Import LC Amendment

Viewer ATM/Branch English

futura bank

Welcome, Acme Corporation Checker  
Last login 23 Feb 07:30 PM

### Initiate Import LC Amendment

GOODCARE PLC | \*\*\*044

LC Reference No.	Product	Date Of Issue
PK1ILUN20011BNT2 <span>ACTIVE</span>	OBDXR ILUN Import LC Usance Non Revolving	11 Jan 2020

- LC Details
- Goods and Shipment Details
- Documents and Conditions
- Instructions

#### LC Details

**50**  
Applicant Name  
PREETHIS  
Address  
PKBANK31XXX  
Country  
GB

**Limits**  
Party ID GOODCARE PLC  
Limit:  Reset

**40A**  
Type of Documentary Credit  
 Transferable  Non Transferable

LC Type  
Usance

**31D**  
Date of Expiry: 10 May 2020  
Place of Expiry:  CHN

**59**  
Beneficiary Name  
FIXNETIX  
Address  
PKBANK41XXX  
Country  
GREAT BRITAIN

**32B**  
LC Amount  
GBP1,000.00  
LC Amount Tolerance  
Under(%) Above(%)  
0 0  
Total Exposure  
GBP1,000.00

4. Update the LC details in editable field.
5. Select the **Terms and Conditions** checkbox to accept the Terms and Conditions.
6. Click **Submit** to initiate the LC Amendment.  
OR  
Click **Back**.  
The **Initiate Import LC Amendment – Search** screen appears.  
OR  
Click **Cancel** to cancel the transaction, The **Dashboard** appears.
7. The review screen appears. It displays all the sections with their respective fields with an option to edit them individually.  
Verify the details, and click **Confirm**.  
OR  
Click **Back** to go to previous screen.  
OR  
Click **Cancel** to cancel the transaction, The **Dashboard** appears.
8. The success message initiation of LC Amendment appears along with the reference number.
9. Click **Go To Dashboard** to go to dashboard.

---

**Note:** Following are the fields which can be amended: Type of Documentary Credit, Date of Expiry, Place of Expiry, Beneficiary Address, LC Amount, LC Amount Tolerance, Additional Amount Covered, Credit Available By, Credit Available With, Bank Details, Draft Details, Partial Shipment, Transshipment, Place of Taking in Charge/ Dispatch From, Port of Loading/ Airport of Departure, Port of Discharge/ Airport of Destination, Place of Final Destination/ For Transportation, Shipment Date, Shipment Period, Goods, Description, Quantity, Cost/Unit, Gross/Amount, Original, Number of Copies, View/Edit Clause, Additional Conditions, Documents to be presented within /beyond days after the date of shipment but within validity of this credit, Incoterm, Special Payment Conditions for Beneficiary, Special Payment Conditions for Bank Only, Confirmation Instruction, Requested Confirmation Party, Sender to Receiver Information, Charges, Charges Borne by. For the description of above fields refer **Initiate Letter of Credit** section.

---

[Home](#)

## 7. View Import Letter of Credit

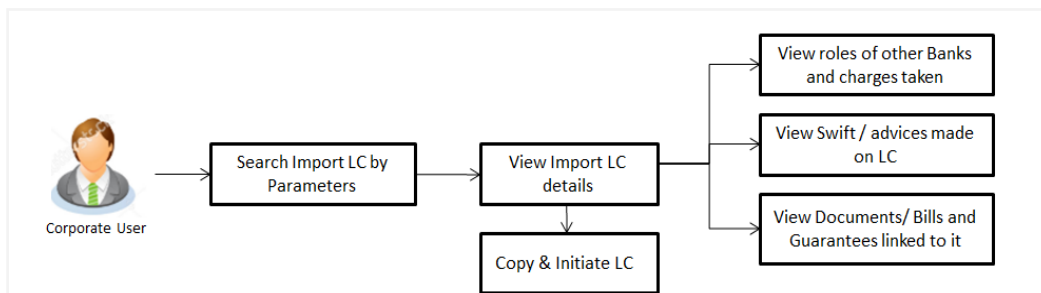
Using this option, you can view the details of existing Import Letters of Credit (LC) in the application. You can search the required LC using different search criteria.

The LC details include LC amount, outstanding, date of issue, date of expiry, parties to the LC, bank details, payment terms, and shipment/goods/documents details. You can also view the Bills presented under the LC and Guarantees issued against LC.

### Pre-Requisites

- User must have a valid corporate party Id and login credentials in place
- At least a single Import LC should exist for the party ID and party must having view rights for it



### Workflow



### How to reach here:

*Dashboard > Toggle menu > Trade Finance > Letter of Credit > Import Letter of Credit > View Import Letter of Credit*

### To view Import LC:

1. The **View Import LC** screen appears.
2. From the **All Parties** list, select the appropriate option.  
OR  
In the **Search By** field, enter the LC Number/ Beneficiary Name/ LC Status/ LC Amount and click . Based on search criteria the list of existing LC appears.  
OR  
Click  to filter the Letter of Credit based on following criteria.

## Filter Import Letter Of Credit

The screenshot shows the 'View Import Letter Of Credit' page for 'GOODCARE PLC | \*\*\*044'. A table titled 'List of Recently Issued Letter of Credits' is displayed with columns: LC Number, Applicant Name, Beneficiary Name, Issue Date, and Date of... The table lists several LCs issued by NATIONAL FREIGHT CORP to various beneficiaries like FIXNETIX and PREETHI. A 'Filter' dialog box is overlaid on the right, with fields for: Beneficiary Name (Sunrise Coffee), LC Status (Active), LC Amount Range (1000 to 10000), LC Drawing Status (All), Issue Date (From/To), and Expired Status (Expired/Not Expired). Buttons for 'Apply', 'Cancel', and 'Clear' are at the bottom of the filter.

## Field Description

Field Name	Description
------------	-------------

<b>Beneficiary Name</b>	The name of beneficiary party.
-------------------------	--------------------------------

<b>LC Status</b>	The status of LC currently. The options are:
------------------	---

- Hold
- Active
- Cancelled
- Closed
- Reversed

<b>LC Currency</b>	The currency for the LC.
--------------------	--------------------------

<b>LC Amount Range</b>	The start and end value of the amount range used for searching the LC.
------------------------	--

<b>LC Drawing Status</b>	The LC amount drawing status. The options are:
--------------------------	---

- Partial
- Full
- Undrawn
- Expired

<b>Issue Date From</b>	The start date of the issue date range used for searching the LC.
------------------------	---

Field Name	Description
<b>Issue Date To</b>	The end date of the issue date range used for searching the LC.
<b>Expired Status</b>	To select whether LC being searched is expired or not. The options are: <ul style="list-style-type: none"> <li>Expired</li> <li>Not Expired</li> </ul>
<b>Expiry Date From</b>	The start date of the expiry date range used for searching the LC.
<b>Expiry Date To</b>	The end date of the expiry date range used for searching the LC.

- Enter the required filter parameters, and then click **Apply**.  
The searched results are shown based on the parameters provided.  
OR  
Click **Clear** to reset the search criteria.  
OR  
Click **Cancel** to cancel the close the filter overlay screen.

### View Import Letter Of Credit – Search Result

View Import Letter Of Credit  
GOODCARE PLC | \*\*\*044

List of Recently Issued Letter of Credits

All Parties → Search... Download

LC Number	Applicant Name	Beneficiary Name	Issue Date	Date of Expiry	LC Status	LC Amount	Outstanding Amount
PK1ILUN20011BM9K	NATIONAL FREIGHT CORP	FIXNETIX	11 Jan 2020	10 May 2020	ACTIVE	GBP1,000.00	GBP1,000.00
PK2ILSN190845012	NATIONAL FREIGHT CORP	Test Corporate Inc	25 Mar 2019	23 Jun 2019	ACTIVE	GBP20,000.00	GBP22,000.00
PK1ILUN20011BLVM	NATIONAL FREIGHT CORP	FIXNETIX	11 Jan 2020	10 May 2020	ACTIVE	GBP1,500.00	GBP1,600.00
PK1ILUN20011BM9L	NATIONAL FREIGHT CORP	FIXNETIX	11 Jan 2020	10 May 2020	ACTIVE	GBP1,000.00	GBP1,000.00
PK1ILUN20011BL3V	NATIONAL FREIGHT CORP	FIXNETIX	11 Jan 2020	10 May 2020	ACTIVE	GBP1,000.00	GBP1,000.00
PK1ILUN20011BMNF	NATIONAL FREIGHT CORP	FIXNETIX	11 Jan 2020	10 May 2020	CLOSED	GBP1,000.00	GBP0.00
000ILUN20076D1KO	NATIONAL FREIGHT CORP	PREETHI1	16 Mar 2020	14 Jul 2020	ACTIVE	GBP1,000.00	GBP1,000.00
PK1ILUN20011BMNI	NATIONAL FREIGHT CORP	FIXNETIX	11 Jan 2020	10 May 2020	ACTIVE	GBP1,000.00	GBP1,000.00

Page 1 of 142 (1-8 of 1129 items) | 1 2 3 4 5 ... 142

All authorized and on hold transactions are listed here. Others will be listed once approved. Please contact the bank for details.

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**Field Description**

<b>Field Name</b>	<b>Description</b>
-------------------	--------------------

**List of Recently Issued Letter Of Credit**

<b>LC Number</b>	This is the LC number of the LC application.
<b>Applicant Name</b>	The name of the applicant.
<b>Beneficiary Name</b>	The name of the LC beneficiary.
<b>Issue Date</b>	The issue date of the Import LC.
<b>Date of Expiry</b>	The date when the LC expires and holds no more valid.
<b>LC Status</b>	The Import LC status i.e. whether is active/closed etc.
<b>LC Amount</b>	The amount for which LC is created.
<b>Outstanding Amount</b>	The remaining amount to be given to the beneficiary.

4. Click on the LC Number link to view the records under a selected LC. The **View Import Letter Of Credit LC Details** screen appears.
5. Click the Download link to download all or selected columns in the Import LC details list. You can download the list in PDF formats.

**7.1 View Import Letter Of Credit - LC Details**

1. Click **LC Details** tab. The **View Import Letter Of Credit - LC Details** screen appears.

## View Import Letter Of Credit - LC Details

Viewer ▼ | ATM/Branch | English ▼

🔍 ✉ Welcome, Acme Corporation Checker ▼  
Last login 23 Feb 07:30 PM

View Import Letter Of Credit

PREETHI5 | \*\*\*153

[Initiate Amendment](#) | [Copy & Initiate](#)

LC Reference No.	Product	LC Amount	Date of Expiry
000ILUN20076GZ9C <span style="color: green; font-weight: bold;">ACTIVE</span>	OBDXR ILUN Import LC Usance Non Revolving	GBP45,000.00	14 Jul 2020

LC Details

---

Attached Documents

Amendments

Bills

Shipping Guarantee

Charges, Commissions & Taxes

Swift Messages

Advice

Banks

**LC Details**

<b>51A</b> Applicant PREETHI5 Address PKBANK31XXX Country GREAT BRITAIN Date of Application 16 Mar 2020	<b>40A</b> Type of Documentary Credit Non Transferable Non Revolving	
<b>31D</b> Date of Expiry 14 Jul 2020	Place of Expiry CHENNAI	<b>59</b> Beneficiary Name PREETHI4 Address PKBANK21XXX Country GREAT BRITAIN
<b>31B</b> LC Amount GBP45,000.00		<b>39C</b> Additional Amount Covered
<b>39A</b> LC Amount Tolerance Under (%) 0 Total Exposure GBP45,000.00	Above (%) 0	<b>42C</b> Drafts At
<b>41A</b> Credit Available By Sight Payment Credit Available With ICICI Drafts Yes		

Sr No	Tenor	Credit Days From	Drawee Bank	Draft Amount
1	25		000049	
				Total Draft Amount

[Hide Information](#)

**Goods & Shipment**

<b>43P</b> Partial Shipment Allowed	<b>43T</b> Transshipment Conditional	
<b>44A</b> Place of Taking in Charge/Dispatch from sfd new	<b>44E</b> Port of Loading/Airport of Departure fgdgdg new	
<b>44F</b> Port of Discharge/Airport of Destination fdg nw	<b>44B</b> Place of Final Destination/For Transportation ff	
<b>44C/44D</b> Shipment Period	Shipment Period fd dfgdg new	

Sr No	Goods	Description of Goods	Units	Price Per Unit
1	COAL			
				Total Amount

[Hide Information](#)



**Documents**

Document Name	Original	Copies	Clause
AIR	6/8	3	<a href="#">View Clause</a>
AIRDOC	0/0	0	<a href="#">View Clause</a>
BOL	0/0	0	<a href="#">View Clause</a>
INSDOC	5/7	4	<a href="#">View Clause</a>
INVDOC	0/0	2	<a href="#">View Clause</a>

Page 1 of 2 (1-5 of 6 items) [K](#) [<](#) [1](#) [2](#) [>](#) [X](#)

**58A**  
Additional conditions

**48**  
Documents to be presented within/beyond days after the date of shipment but within validity of this credit.  
21  
[Hide Information](#)

**Instruction**

Advising Bank SWIFT ID

**49G** Special Payment Conditions for Beneficiary      **49H** Special Payment Conditions for Bank Only

**49**  
Confirmation Instructions  
Without  
[More Information](#)

[Copy & Initiate](#) [Cancel](#) [Back](#)

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## Field Description

Field Name	Description
<b>Party Name and ID</b>	The name and ID of LC applying party.
<b>LC Reference No.</b>	Displays the reference number of the LC.
<b>Product</b>	The Import LC product name under which the LC is created.
<b>LC Amount</b>	The amount availed against the LC.
<b>Date of Expiry</b>	The date when the LC expires and holds no more valid.
<b>LC Details</b>	
<b>Applicant</b>	Displays the LC applicant name based on the selected party ID.
<b>Address</b>	Displays the LC applicant address.
<b>Country</b>	Displays the country of the LC applicant.
<b>Date of Application</b>	The LC issue date.

Field Name	Description
<b>Date of Expiry</b>	The expiry date of the LC. The expiry date must be later than the application date.
<b>Place of Expiry</b>	The place where LC would expire.
<b>LC Amount</b>	The amount availed against the LC.
<b>Type of Documentary Credit</b>	The type of documentary credit are: <ul style="list-style-type: none"> <li>• Transferable</li> <li>• Revolving</li> </ul>
<b>Revolving Type</b>	Indicates revolving type. This field appears if the <b>SWIFT Code</b> option is selected in the <b>Credit Available With</b> field.
<b>Auto Reinstatement</b>	Under a revolving LC, the amount is reinstated or renewed without any specific amendments to the LC. The credit becomes available for use again automatically.
<b>Cumulative</b>	Displays whether the frequency is cumulative for the LC.
<b>Beneficiary Name</b>	The name of the LC beneficiary.
<b>Address</b>	The address of the LC beneficiary.
<b>Country</b>	The country of the LC beneficiary.
<b>Drafts section</b>	The number of drafts available.
<b>Tenor (In Days)</b>	The number of days of its validity.
<b>Credit Days From</b>	Displays the date from which the Draft tenure shall be counted.
<b>Drawee Bank</b>	The name of drawee bank, which would represent draft for claiming money against LC.
<b>Draft Amount</b>	The amount which is sought by beneficiary on representation of draft.
<b>More Information</b>	Following fields appear if you click the <b>More Information</b> link. Click the <b>Hide Information</b> link to hide the fields.

Field Name	Description
<b>LC Amount Tolerance Under %</b>	The tolerance relative to the documentary credit amount as a percentage plus and/or minus that amount.
<b>Total Exposure</b>	Displays the total LC amount including the positive tolerance, with the currency.
<b>Credit Available By</b>	Indicates the manner in which credit is available when the bank is authorized to pay, accept, negotiate or incur a deferred payment undertaking for the credit.
<b>Credit Available With</b>	Indicates the details of Bank where credit would become available. It is captured by Bank's SWIFT code.
<b>Mixed Payment Details</b>	Indicates the details of mixed payment. This field is appears if the <b>Mixed Payment</b> option was selected in the <b>Credit Available By</b> field.
<b>Additional Amounts Covered</b>	This field specifies any additional amounts available to the beneficiary under the terms of the credit, such as insurance, freight, interest, etc.
<b>Drafts At</b>	The number of drafts available.
<b>Goods &amp; Shipment</b>	
<b>Partial Shipment</b>	Displays whether partial shipments is allowed or not or is conditional.
<b>Place of Taking in Charge/ Dispatch From</b>	The place of receipt from where shipment will be done.
<b>Port of Discharge/ Airport of Destination</b>	The port of discharge or airport of destination to be indicated on the transport document.
<b>Shipment</b>	The period of shipment during which the goods are to be loaded on board /dispatched /taken in charge.
<b>Transshipment</b>	Displays whether transshipment is allowed or not or is conditional.
<b>Port of Loading/ Airport of Departure</b>	The port of loading or airport of departure to be indicated on the transport document.
<b>Place of Final Destination/ For Transportation</b>	The place of dispatch or taking in charge of the goods or loading on board.
<b>Documents</b>	
<b>Document Name</b>	Displays the lists of all the documents required to be represented.

Field Name	Description
<b>Original</b>	Displays the number “n” out of “m” original documents will be provided to bank.
<b>Copies</b>	Displays the number of copies that will be submitted as a set of documents for LC.
<b>Clause</b>	Displays the default description of clauses, however user can modify the same.
<b>More Information</b>	
Following fields appear if you click the <b>More Information</b> link.	
Click the <b>Hide Information</b> link to hide the fields.	
<b>Additional Conditions</b>	The description of further conditions of the documentary credit.
<b>Documents to be presented within /beyond _____ days after the date of shipment but within validity of this credit</b>	The number of days after the date of shipment when the documents will be presented to bank.
<b>Instructions</b>	
<b>Advising Bank SWIFT ID</b>	Displays the SWIFT ID and address of the Advising Bank.
<b>Special Payment Conditions for Beneficiary</b>	User can input special payment conditions applicable to the beneficiary, for example, post financing request/ conditions.
<b>Confirmation Instructions</b>	The confirmation instructions for the requested confirmation party.
<b>Special Payment Conditions for Bank Only</b>	User can input special payment conditions applicable to bank without disclosure to the beneficiary, for example, post-financing request /conditions.
<b>More Information</b>	
Following fields appear if you click the <b>More Information</b> link.	
Click the <b>Hide Information</b> link to hide the fields.	
<b>Sender to Receiver Information</b>	The additional information for the receiver.
<b>Applicant Account for Charges</b>	The applicant account for charges.
<b>Charges</b>	The details specify charges to be borne by the beneficiary.

2. Click the required link in the **LC Number** column.  
The **View Import LC** screen appears with the details of the selected Import LC. By default, the **LC Details** tab appears.
3. Click **Copy and Initiate** to copy details of LC, and initiate a new LC. The **Initiate Letter of Credit** screen appears.  
OR  
Click **Cancel** to cancel the transaction. The **Dashboard** appears.  
OR  
Click **Back** to navigate back to previous screen.
4. Click the **Attached Documents** tab to attach the document.  
OR  
Click the **Initiate Amendment** link to initiate the amendment.  
OR  
Click the **Copy and Initiate** link to copy details of LC, and initiate a new LC. The **Initiate Letter of Credit** screen

---

**Note:** 1) Repeat frequency and cumulative will come only in case of revolving LC.  
2) When the user clicks Initiate Amendment link, a warning message 'You are going to amend a Back to Back LC', if the LC is a back to back LC.

---

### 7.1.1 **View Import Letter Of Credit - Attached Documents**

This tab displays the list of all documents uploaded by user. It allows the user to download the attachments done under the selected Import LC. It also has a provision to attach a new document to the Import LC.

5. Click **Attached Documents** tab to view the attached documents.  
OR  
Click **Back**.  
The **View Import Letter Of Credit** screen appears.  
OR  
Click **Cancel** to cancel the transaction. The **Dashboard** appears.


## View Import Letter Of Credit – Attached Documents

The screenshot shows the Futura Bank interface for viewing an Import Letter of Credit. The top navigation bar includes 'Viewer', 'ATM/Branch', 'English', and 'OBT14.4 PK2 Branch'. The user is logged in as 'OBDX Checker' with a last login of '04 Sep 10:40 AM'. The main content area is titled 'View Import Letter Of Credit' and shows details for 'Oracle Corp | \*\*\*782'. The LC Reference No is '000ILUN20076AF1P' (ACTIVE). The Product is 'OBDX ILUN Import LC Usance Non Revolving'. The LC Amount is '£40,000.00'. The Date of Expiry is '16 Jun 2020'. Below this, there is a section for 'Attached Documents' with a table containing two entries. A sidebar on the left lists various document types like 'Attached Documents', 'Amendments', 'Bills', etc. At the bottom of the table, there are 'Cancel' and 'Back' buttons.

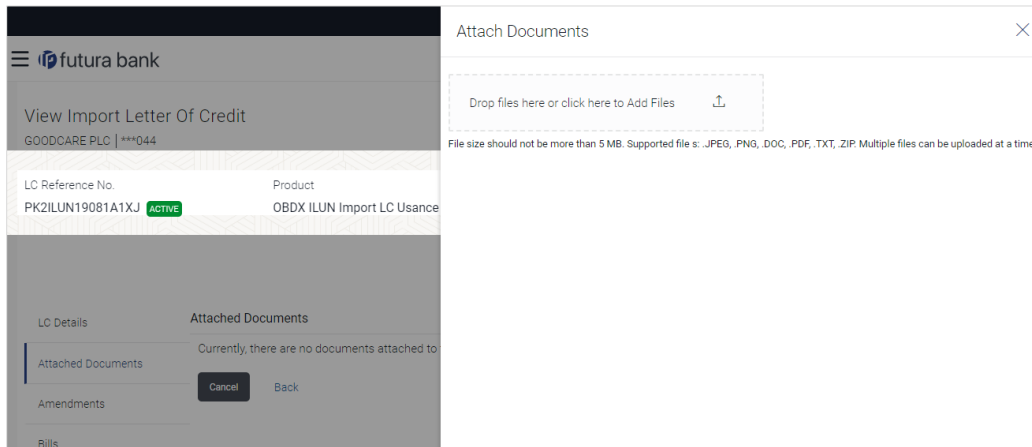
Sr No	Document Id	Document Category	Document Type	Remarks	Action
1	3.IPM_****64	IDPROOF	IDPROOF	id	
2	3.IPM_****49	IDPROOF	IDPROOF	doc	

## Field Description

Field Name	Description
<b>Sr No</b>	The serial number of the attached document record.
<b>Document ID</b>	Displays the unique identification number for the attached document. Displays the link to download the attached document.
<b>Document Category</b>	Displays the category of the document uploaded.
<b>Document Type</b>	Displays the type of the document uploaded.
<b>Remarks</b>	Displays the notes added, if any, for attaching the document.
<b>Action</b>	Action to be taken that is to delete the attached document.

6. Click the required link in the **Document ID** column to download the attached document.  
OR  
Click Attach More Documents link to attach more document. The Attach Document overlay screen appears  
OR  
Click  to delete the attached document record.

### View Import Letter Of Credit – Attached Documents



### Field Description

Field Name	Description
<b>Drag and Drop</b>	Click to browse and select the file to be uploaded.
<b>Attached Document</b>	The document to be uploaded.
<b>Document Category</b>	The category of the document to be uploaded.
<b>Document Type</b>	The type of the document to be uploaded.
<b>Remarks</b>	The notes added, if any for attaching the document.
<b>Choose File to attach</b>	Browse the file to be attached. <b>Note:</b> File size should not be more than 5 MB. Supported file types: .jpeg, .png, .doc, .pdf, .txt, .zip. Multiple files can be uploaded at a time.
<b>Action</b>	Action to be taken that is delete the attached document.

7. Click **Drag and Drop** to browse and select the required document present on your computer.  
The **Attach Document** popup window appears.

8. Select the required document present on your computer to upload. A row with the attached document and its details appear.
9. Click **Upload** to attach the document. The attached document is uploaded and row appears with the attached document details.  
OR  
Click **Cancel** to cancel the transaction.  
OR  
Click **Clear** the selection.  
OR  
Click to delete the attached document record.
10. Click **Submit** to submit the newly attached document. This is getting displayed in case of new attached document.  
OR  
Click **Cancel** to cancel the transaction.  
OR  
Click **Back**.  
The **View Import LC** screen appears.  
OR  
Click the **Amendments** tab to view the amendment.  
OR  
Click the Initiate Amendment link to initiate the amendment.  
OR  
Click the Copy and Initiate link to copy details of LC, and initiate a new LC. The **Initiate Letter of Credit** screen

---

**Note:** Attached documents section is not qualified with Oracle TFPM in this release.

---

## 7.1.2 **Amendments**

### 7.1.2.1 **Initiate Amendment**

For more information on Initiate LC Amendment, refer [Initiate Import LC Amendment](#) transaction.

### 7.1.2.2 **View Amendment**

This tab displays the amendments done to the LC such as shipment date, LC amount etc.



## Amendments

View Import Letter Of Credit  
DEV Org | \*\*\*165 Initiate Amendment | Copy & Initiate

LC Reference No.	Product	LC Amount	Date of Expiry
000ILUN20076BIOR <span style="color: green; font-weight: bold;">ACTIVE</span>	OBDX ILUN Import LC Usance Non Revolving	£912,456.00	31 Jul 2020

Amendment Number	Issue Date	Expiry Date	LC Amount	Status	
1	16 Mar 2020	31 Jul 2020	£912,456.00	ACCEPTED	<a href="#">View</a>
2	16 Mar 2020	31 Jul 2020	£912,456.00	REJECTED	<a href="#">View</a>

Page 1 of 1 (1-2 of 2 items) < 1 >

[Initiate Amendment](#) [Cancel](#) [Back](#)

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## Field Description

### Field Name

### Description

#### Amendment Number

Displays the amendment number of the LC.  
Displays the link to view the details of the LC Amendment.

#### Issue Date

Displays the issue date of the LC Amendment.

#### Expiry Date

Displays the new expiry date of the LC.

#### LC Amount

Displays the new LC amount.

#### Status

Displays the status of raised amendment.

- Click the required link in the **Amendment Number** column. The **Import LC Amendment** screen with detailed Issued Amendments appears.  
OR  
Click the View link to view the export LC Amendment.

12. Click **Initiate Amendment** to initiate an amendment.  
OR  
Click **Cancel** to cancel the transaction. The **Dashboard** appears.  
OR  
Click **Back** to navigate back to previous screen.
13. Click the **Bills** tab to attach the document.  
OR  
Click the Initiate Amendment link to initiate the amendment.  
OR  
Click the Copy and Initiate link to copy details of LC, and initiate a new LC. The **Initiate Letter of Credit** screen.

### 7.1.3 **Bills**

This tab displays the list of Bills raised by the beneficiary.

14. Click **Bill** tab. The summary of all the Inward Bills appears.  
OR  
Click **Back**.  
The **View Import LC** screen appears.  
OR  
Click **Cancel** to cancel the transaction. The **Dashboard** appears.
15. Click the **Shipping Guarantee** tab to view the shipping guarantee details.  
OR  
Click the Initiate Amendment link to initiate the amendment.  
OR  
Click the Copy and Initiate link to copy details of LC, and initiate a new LC. The **Initiate Letter of Credit** screen.

## View Import Letter of Credit – Bills

View Import Letter Of Credit  
DEV Org | \*\*\*165 Initiate Amendment | Copy & Initiate

LC Reference No.	Product	LC Amount	Date of Expiry
000ILUN20076BI0R <span style="color: green;">ACTIVE</span>	OBDX ILUN Import LC Usance Non Revolving	£912,456.00	31 Jul 2020

Attached Documents	Inward Bill Number	Date Received	Status	Bill Amount
Amendments	<a href="#">000IULL20076A0RT</a>	16 Mar 2020	ACTIVE	£659,801.60
	<a href="#">000IULL20076A2P9</a>	16 Mar 2020	ACTIVE	£123,900.00
<b>Bills</b>	<a href="#">000IULL20076A2PA</a>	16 Mar 2020	ACTIVE	£21,900.00
Shipping Guarantee	<a href="#">000IULL20076A1JL</a>	16 Mar 2020	ACTIVE	£30,000.00

Charges, Commissions & 1 Page 1 of 1 (1-4 of 4 items) | < 1 > X

Swift Messages

Advice

Banks

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## Field Description

Field Name	Description
------------	-------------

<b>Inward Bill Number</b>	Displays the Inward Bill number. Click on Inward Bill Number link to view the Bill details.
<b>Date Received</b>	Displays the date on which the Bill is received.
<b>Status</b>	Displays the status of the Bill is received.
<b>Bill Amount</b>	Displays the Bill amount with currency for the LC.

- Click on **Inward Bill Number** to view the Bill details. The **View Import Bill- General Bill** details linked to the LC number screen appears. Refer [View Import Bill](#).  
OR  
Click **Cancel** to cancel the transaction. The **Dashboard** appears.  
OR  
Click **Back**.  
The **View Import LC** screen appears.

17. Click the **Shipping Guarantee** tab to view Shipping Guarantee details.  
OR  
Click the Initiate Amendment link to initiate the amendment.  
OR  
Click the Copy and Initiate link to copy details of LC, and initiate a new LC. The **Initiate Letter of Credit** screen.

#### 7.1.4 **Shipping Guarantee**

This tab displays the details of shipping guarantees attached to the Import LC. You can also initiate a shipment guarantee in the application.

18. Click **Shipping Guarantee** tab to view the shipping guarantee details.  
OR  
Click **Back**.  
The **View Import LC** screen appears.  
OR  
Click **Cancel** to cancel the transaction. The **Dashboard** appears.

#### View Import Letter of Credit - Guarantee

The screenshot shows the 'View Import Letter of Credit' interface for Futura Bank. At the top, there's a header with the bank logo and user information: 'Welcome, roorp Checker' and 'Last login 04 Sep 05:00 PM'. Below the header, the page title is 'View Import Letter Of Credit' with 'DEV Org | \*\*\*165' on the left and 'Initiate Amendment | Copy & Initiate' on the right. A table lists LC details:

LC Reference No.	Product	LC Amount	Date of Expiry
000ILUN20076BIOR <span style="color: green;">ACTIVE</span>	OBDX ILUN Import LC Usance Non Revolving	£912,456.00	31 Jul 2020

Below this, there are tabs for 'LC Details' and 'Shipping Guarantee'. The 'Shipping Guarantee' tab is active, showing a table of guarantees:

Attached Documents	Guarantee Reference No	Date	Amount
Amendments	AT3SGLC140010001	01 Jan 2014	£27,500.00

At the bottom, there are navigation buttons: 'Initiate Shipping Guarantee', 'Cancel', and 'Back'. A footer contains copyright information: 'Copyright © 2006, 2020, Oracle and/or its affiliates. All rights reserved. | Security Information | Terms and Conditions'.

#### Field Description

Field Name	Description
<b>Guarantee Reference No</b>	Displays the reference number of shipping guarantees linked to LC.
<b>Date</b>	Displays the date when guarantee was created.
<b>Amount</b>	Displays the amount and currency of the guarantee.

19. Click the required link in the **Guarantee Reference Number** column. The view guarantee page appears.

20. Click the **Initiate Shipping Guarantee** link to initiate the Shipping Guarantee. The **Initiate Shipping Guarantee** page appears.  
OR  
Click **Cancel** to cancel the transaction. The **Dashboard** appears.  
OR  
Click **Back**.  
The **View Import LC** screen appears.  
OR  
Click **Cancel** to cancel the transaction. The **Dashboard** appears.
21. **Click** the **Charges** tab to view the charge details.  
OR  
Click the **Initiate Shipping Guarantee** link to initiate the Shipping Guarantee.  
OR  
Click the **Copy and Initiate** link to copy details of LC, and initiate a new LC. The **Initiate Letter of Credit** screen.


### 7.1.5 Charges Commissions & Taxes

This tab lists charges, Commission and Taxes against LC such as LC making, SWIFT or Amendment charges.

22. Click Charges **Commissions & Taxes** tab to view the charges, commissions and taxes against LC.  
OR  
Click **Back**.  
The **View Import LC** screen appears.  
OR  
Click **Cancel** to cancel the transaction. The **Dashboard** appears.

## View Import Letter of Credit - Charges

Viewer ▾ ATM/Branch English ▾


Welcome, corp checker ▾  
Last login 23 Nov 02:16 PM

View Import Letter Of Credit  
DEV Org | \*\*\*165 [Initiate Amendment](#) | [Copy & Initiate](#)

LC Reference No.	Product	LC Amount	Date of Expiry
000ILUN20076BI0R <span style="color: green; font-weight: bold;">ACTIVE</span>	OBDX ILUN Import LC Usance Non Revolving	£912,456.00	31 Jul 2020

LC Details

Attached Documents

Amendments

Bills

Shipping Guarantee

**Charges, Commissions & 1**

Swift Messages

Advice

Banks

**Charges, Commissions & Taxes**

Charges

Account No	Description of Charges	Date	Amount
xxxxxxxxxxxx0018	LC SWIFT Charge for amendment	16 Mar 2020	£150.00
xxxxxxxxxxxx0018	LC Courier Charges Collected in Bills	16 Mar 2020	£1,500.00
xxxxxxxxxxxx0018	LC Courier Charge	16 Mar 2020	£150.00
xxxxxxxxxxxx0018	Other bank Fee	16 Mar 2020	£50.00
xxxxxxxxxxxx0018	LC Courier Charge for amendment	16 Mar 2020	£50.00
xxxxxxxxxxxx0018	LC SWIFT Charge for amendment	16 Mar 2020	£50.00

Taxes

Description of Taxes	Value Date	Transaction Date	Amount
No data to display.			

Commissions

Commission for	Percentage	Amount
LC issuance Commission (Commitment)-Non periodic	1	£3,967.02
LC issuance Commission (Commitment)-Non periodic	1.5	£2,000.00

Cancel
Back

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## Field Description

Field Name	Description
------------	-------------

<b>Charges</b>	
----------------	--

<b>Account No.</b>	Debit account number of the applicant.
--------------------	--

<b>Description of Charges</b>	Displays the description charges applicable.
-------------------------------	--

<b>Date</b>	Displays the date on which charges are applicable.
-------------	--

<b>Amount</b>	Displays the amount of charges.
---------------	---------------------------------

Field Name	Description
<b>Taxes</b>	
<b>Description of Charges</b>	Displays the description charges applicable.
<b>Value Date</b>	Displays the value date of the taxes.
<b>Transaction Date</b>	Displays the date on which the transaction is done.
<b>Amount</b>	Displays the amount of taxes.
<b>Commissions</b>	
<b>Commission for</b>	Displays the all commissions charged by bank.
<b>Percentage</b>	Displays the percentage of LC charged as commission.
<b>Amount</b>	Displays the amount of commission.

24. Click the **Swift Messages** tab to view the swift message details.  
 OR  
 Click the Initiate Amendment link to initiate the amendment.  
 OR  
 Click the Copy and Initiate link to copy details of LC, and initiate a new LC. The **Initiate Letter of Credit** screen.

### 7.1.6 **SWIFT Messages**

This tab lists and displays list of all SWIFT messages between both the parties. It allows the user to download the SWIFT messages generated for the selected Import LC.

25. Click **SWIFT Messages** tab. The summary of all the all SWIFT messages between both the parties appears.  
 OR  
 Click **Back**.  
 The **View Import LC** screen appears.  
 OR  
 Click **Cancel** to cancel the transaction. The **Dashboard** appears.

## View Import Letter of Credit - SWIFT Messages

The screenshot shows the Futura Bank interface for viewing an Import Letter of Credit (LC) and its associated SWIFT messages. The LC Reference No. is 000ILUN20076BI0R (ACTIVE), the Product is OBDX ILUN Import LC Usance Non Revolving, the LC Amount is £912,456.00, and the Date of Expiry is 31 Jul 2020. The interface displays a table of SWIFT messages with columns for Message ID, Date, Description, Sending/Receiving Bank, Message Type, and Action. The messages listed are:

Attached Documents	Message ID	Date	Description	Sending/Receiving Bank	Message Type	Action
Amendments	2812064750950679	16 Mar 2020	Amendment Instrument	CITIBANK IRELAND	707	Download
Bills	2282011074809375	16 Mar 2020	Amendment Instrument	CITIBANK ENGLAND	707	Download
Shipping Guarantee	2252037684736277	16 Mar 2020	L/C instrument	CITIBANK IRELAND	700	Download
Charges, Commissions & T	2282010641849657	16 Mar 2020	Amendment Instrument	CITIBANK IRELAND	707	Download

The interface also includes a navigation pane on the left with options for Swift Messages, Advice, and Banks. A 'Cancel' button is visible next to the 'Advice' option. The footer contains copyright information: Copyright © 2006, 2020, Oracle and/or its affiliates. All rights reserved. | Security Information | Terms and Conditions.

## Field Description

## Field Name

## Description

<b>Message ID</b>	Unique identification number for the message.
<b>Date</b>	Date of sending advice.
<b>Description</b>	The SWIFT message detailed description.
<b>Sending/ Receiving Bank</b>	This displays the name of bank who has sent/received the message.
<b>Message Type</b>	This shows the type of message sent/received such as MT 700, MT 707 etc.
<b>Action</b>	The action to be taken that is to download the SWIFT details.

26. Click on the desired Message ID to view the respective SWIFT details.  
The SWIFT detail appears in popup window along with the event date and description.  
OR  
Click the Download link in the Action column of the SWIFT record to download the SWIFT messages in selected format, like PDF, if required. This is a password protected document.




## SWIFT Messages Details

### Field Description

Field Name	Description
------------	-------------

<b>Event Date</b>	Displays the event date.
<b>Event Description</b>	Displays the description of the event.
<b>Description</b>	The details of the SWIFT message.

- a. Click  to close the window.

### 7.1.7 Advices

This tab denotes all the Advices being exchanged. It allows the user to view and download the advices generated for the selected Import LC.

27. Click **Advices** tab. The summary of all the Advices being exchanged.  
 OR  
 Click **Back**.  
 The **View Import LC** screen appears.  
 OR  
 Click **Cancel** to cancel the transaction. The **Dashboard** appears.

## View Import Letter of Credit - Advices

View Import Letter Of Credit  
DEV Org | \*\*165

Initiate Amendment | Copy & Initiate

LC Reference No.	Product	LC Amount	Date of Expiry
000ILUN20076BKCO <b>ACTIVE</b>	OBDX ILUN Import LC Usance Non Revolving	£963,456.00	15 Jun 2020

LC Details

Attached Documents	Message ID	Date	Description	Event Description	Action
Amendments	2382005568061712		Debit Advice	Booking LC or Guarantee Issue	Download
Bills	2382005568059608		Debit Advice	Booking LC or Guarantee Issue	Download
Shipping Guarantee	2382005568056883		Debit Advice	Booking LC or Guarantee Issue	Download
Charges	2382005568054926		Debit Advice	Booking LC or Guarantee Issue	Download
Commissions	2382005568051107		Debit Advice	Booking LC or Guarantee Issue	Download

Page 1 of 2 (1-5 of 9 items) | < 1 2 > »

Swift Messages

Advice

Banks

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## Field Description

## Field Name

## Description

**Message ID**

Unique identification number for the message.

**Date**

Date of sending advice.

**Description**

The detail description of advice.

**Event Description**

The detail description of the event of the advice.

**Action**

The action to be taken that is to download the SWIFT details.

28. Click on the desired Message ID to view the respective advice details.  
The advice detail appears in popup window along with the event date and description.
29. From the **Advice** list, select the appropriate option.
30. Click **OK**. The advice detail appears in popup window along with the event date and description.

- a. Click the **Download** link to download the advice in selected format like PDF formats, if required.
31. Click **Back**.  
The **View Import LC** screen appears.  
OR  
Click **Cancel** to cancel the transaction. The **Dashboard** appears.

### 7.1.7.1 Advices Details

The screenshot shows the Futura Bank web interface. At the top, there is a navigation menu with the Futura Bank logo, a search icon, and a user profile section for 'Welcome, rcorp Checker' with a last login time of '28 Aug 11:28 PM'. Below this, the LC details are displayed:

LC Reference No.	Product	LC Amount
000ILUN20076BKCO <span style="color: green;">ACTIVE</span>	OBDX ILUN Import LC Usance Non Revolving	£963,456.00
	Date of Expiry	
	31 Jul 2020	

A modal window titled 'View Advice' is open, displaying the following text:

```

Event Date
Event Description      Booking LC or Guarantee Issue
Debit Advice ----- 11-JAN-20 FIXNETIX FIXNETIX PKBANK41XXX Dear Sir(s), Our Reference
: 000ILUN20076BKCO LC Contract Amount : 963456 We have debited your account as follows :
Value Date : 16-MAR-20 Account Debited : PK100001540018 LC Courier Charge GBP 150.00
Total GBP 150.00 Yours faithfully, ----- AUTHORISED SIGNATORY
  
```

Below the modal, the 'LC Details' section shows a table of amendments:

Message ID	Description	Action
2382005568061712	Debit Advice	Booking LC or Guarantee Issue Download
2382005568059608	Debit Advice	Booking LC or Guarantee Issue Download
2382005568056883	Debit Advice	Booking LC or Guarantee Issue
2382005568054926	Debit Advice	Booking LC or Guarantee Issue

At the bottom right of the interface, there is a chat button that says 'Hey, I am here to help if you need it!' with a speech bubble icon.


### Field Description

Field Name	Description
------------	-------------

<b>Event Date</b>	Displays the event date.
-------------------	--------------------------

<b>Event Description</b>	Displays the description of the event.
--------------------------	--

<b>Description</b>	The details of the advice.
--------------------	----------------------------

- a. Click  to close the window.

### 7.1.8 Banks

This tab provide the details of all the banks which are involved for other than issuing purpose like reimbursing, confirming, advise through bank etc.

32. Click **Bank** tab. The summary of all the banks which are involved transactions other than issuing purpose.  
OR  
Click **Back**.  
The **View Import LC** screen appears.  
OR  
Click **Cancel** to cancel the transaction. The **Dashboard** appears.

## View Import Letter of Credit – Banks tab

The screenshot shows the 'View Import LC' page in the Futura Bank system. The page displays the LC Number 000ILUR200765501 and provides details for three banks: Reimbursing Bank, Advise Through Bank, and Confirming Bank. The Reimbursing Bank details are: Swift: OATAG80000X, Name: OATS\_AT1\_BANK\_GBP, Address: OATAT80000X, UK, UNITED KINGDOM. The Advise Through Bank details are: Swift: TIEB800000X, Name: OOL\_TRADE BANK1, Address: TIEB800000X, LONDON, UNITED KINGDOM. The Confirming Bank details are: Swift: OATAG80000X, Name: OATS\_AT1\_BANK\_GBP, Address: OATAT80000X, UK, UNITED KINGDOM. The page also includes a sidebar with navigation options like LC Details, Attached Documents, Amendments, Bills, Shipping Guarantee, Charges, Commissions &, Swift Messages, Advice, and Banks. The footer contains copyright information: Copyright © 2006, 2020, Oracle and/or its affiliates. All rights reserved. | Security Information | Terms and Conditions.

## Field Description

Field Name	Description
<b>Reimbursing Bank</b>	
<b>SWIFT</b>	Displays the SWIFT Id of the Reimbursing Bank.
<b>Name</b>	Displays the name of the Reimbursing Bank.
<b>Address</b>	Displays the address of the Reimbursing Bank.
<b>Country</b>	Displays the country of the Reimbursing Bank.
<b>Confirming Bank</b>	
<b>SWIFT</b>	Displays the SWIFT Id of the Confirming Bank.
<b>Name</b>	Displays the name of the Confirming Bank.
<b>Address</b>	Displays the address of the Confirming Bank.
<b>Country</b>	Displays the country of the Confirming Bank.
<b>Advise Through Bank</b>	

Field Name	Description
<b>SWIFT</b>	Displays the SWIFT Id of the Advise Through Bank.
<b>Name</b>	Displays the name of the Advise Through Bank.
<b>Address</b>	Displays the address of the Advise Through Bank.
<b>Country</b>	Displays the country of the Advise Through Bank.

33. Click **Cancel** to cancel the transaction. Click **Back**.  
 The **View Import LC** screen appears.  
 OR  
 Click **Cancel** to cancel the transaction. The **Dashboard** appears.

## FAQs

### 1. **Why are Bills showing attached to the LC?**

These are those Bills which are linked to your Import LC and here you have the facility to view all such Bills.

### 2. **Where can I see details of Bills and Guarantees linked to my LC?**

You can click on the reference number of Bills or Shipping Guarantees and get the detailed view.

[Home](#)

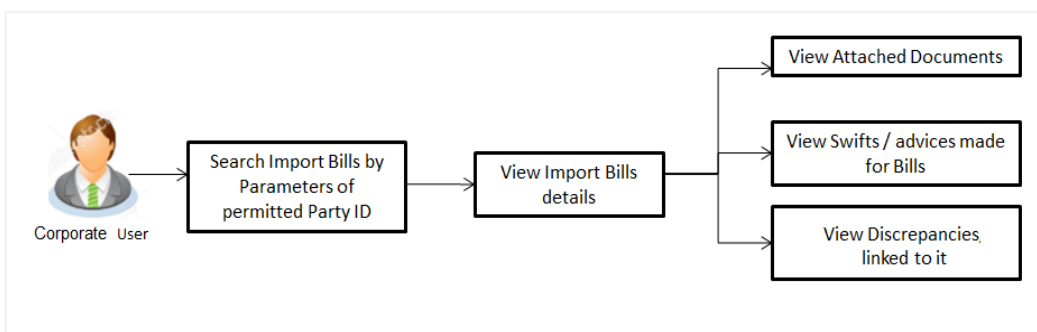
## 8. View Import Bill

Using this option, you can view the details of existing Import Bills in the application. You can search the required Import Bills using different search criteria and download the Import Bill list in different file formats.

### Pre-Requisites

- User must have a valid corporate party Id and login credentials in place
- At least a single Import Bill should exist for the party ID and party must having view rights for it

### Workflow



### How to reach here:

Dashboard > Toggle menu > Trade Finance > Import Letter of Credit > View Bills

### To view Import Bill:

1. The **View Import Bill** screen appears.

### View Import Bill

## Field Description

Field Name	Description
<b>Bill Reference Number</b>	The Import Bill reference number.
<b>Status</b>	The current status of the Bill. The options are: <ul style="list-style-type: none"> <li>• Active</li> <li>• Hold</li> <li>• Cancelled</li> <li>• Liquidated</li> <li>• Closed</li> <li>• Reversed</li> </ul>
<b>Importer</b>	The name of the Importer who needs to pay the Bill.
<b>Exporter</b>	The name of Exporter who has uploaded the Bill.
<b>Bill Amount From</b>	The start of the Bill amount range used for searching the Bill.
<b>Bill Amount To</b>	The end of the Bill amount range used for searching the Bill.
<b>Bill Date From</b>	The start date of the Bill date range used for searching the Bill.
<b>Bill Date To</b>	The end date of the Bill date range used for searching the Bill.

2. From the **Importer Name** list, select the appropriate option. Displays the party name mapped to user.
3. Click **Search**.  
The **View Import Bills** screen appears with the search results.  
OR  
Click **Reset** to reset the search criteria.  
OR  
Click **Cancel** to cancel the transaction. The Dashboard appears.
4. Click the **Download** link to download all or selected columns in the Import Bill details list. You can download the list in PDF formats.

## View Import Bill – Search Result

Viewer
ATM/Branch
English

futura bank
Welcome, Acme Corporation Checker  
Last login 23 Feb 07:30 PM

**View Import Bill**  
GOODCARE PLC | \*\*\*044

**Search**

Bill Reference Number

Importer Name

Bill Amount Range  
All

Status  
*Please Select*

Exporter Name

Bill Date Range  
From  To

**Bills Maturing** [Download](#)

Bill Reference Number	Exporter Name	Importer Name	Release Against	Transaction Date	Bill Amount	Status
<a href="#">PK1IULL20011AAT2</a>	FIXNETIX	NATIONAL FREIGHT CORP	INCOMING DOCUMENTARY USANCE BILLS UNDER LC ON ACCEPTANCE	11 Jan 2020	GBP5,000.00	ACTIVE
<a href="#">PK1IULL20011ABYQ</a>	FIXNETIX	NATIONAL FREIGHT CORP	INCOMING DOCUMENTARY USANCE BILLS UNDER LC ON ACCEPTANCE	11 Jan 2020	GBP1,000.00	ACTIVE
<a href="#">PK1IULL20011AAT6</a>	FIXNETIX	NATIONAL FREIGHT CORP	INCOMING DOCUMENTARY USANCE BILLS UNDER LC ON ACCEPTANCE	11 Jan 2020	GBP1,000.00	ACTIVE
<a href="#">PK1IULL20011AATG</a>	PREETHI3	FIXNETIX	INCOMING DOCUMENTARY USANCE BILLS UNDER LC ON ACCEPTANCE	11 Jan 2020	GBP10,000.00	ACTIVE
<a href="#">PK1ISLP20011A7BX</a>	FIXNETIX	NATIONAL FREIGHT CORP	INCOMING CLEAN SIGHT BILLS UNDER LC ON PAYMENT	11 Jan 2020	GBP5,000.00	ACTIVE
<a href="#">PK1IULL20011ACQH</a>	FIXNETIX	NATIONAL FREIGHT CORP	INCOMING DOCUMENTARY USANCE BILLS UNDER LC ON ACCEPTANCE	11 Jan 2020	GBP1,000.00	ACTIVE
<a href="#">PK1IULL20011AAT5</a>	FIXNETIX	NATIONAL FREIGHT CORP	INCOMING DOCUMENTARY USANCE BILLS UNDER LC ON ACCEPTANCE	11 Jan 2020	GBP1,000.00	ACTIVE
<a href="#">PK1IULL20011ACCM</a>	FIXNETIX	NATIONAL FREIGHT CORP	INCOMING DOCUMENTARY USANCE BILLS UNDER LC ON ACCEPTANCE	11 Jan 2020	GBP1,000.00	ACTIVE
<a href="#">PK1IULL20011ACCL</a>	FIXNETIX	NATIONAL FREIGHT CORP	INCOMING DOCUMENTARY USANCE BILLS UNDER LC ON ACCEPTANCE	11 Jan 2020	GBP1,000.00	ACTIVE
<a href="#">PK1IULL20011AATE</a>	FIXNETIX	NATIONAL FREIGHT CORP	INCOMING DOCUMENTARY USANCE BILLS UNDER LC ON ACCEPTANCE	11 Jan 2020	GBP100,000.00	ACTIVE

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ⓘ All authorized and on hold transactions are listed here. Others will be listed once approved. Please contact the bank for details.

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## Field Description

## Field Name

## Description

**Bill Reference Number**

The Bill reference number.  
Displays the link to view the Import Bill details.

**Exporter Name**

The name of the Exporter of the Import Bill.

**Importer Name**

The name of the Importer of the Import Bill.

**Release Against**

The product name of the Import Bill.

**Transaction Date**

The transaction date of the Import Bill.

**Bill Amount**

The Import Bill amount.

**Status**

The status of the Import Bill.



5. Click the required link in the **Bill Reference Number** column. The **View Import Bills** screen appears with the details of the selected Import Bill. By default, the **View Bill Details–General Bill Details** tab appears.
6. Click the **Download** link to download all or selected columns in the Import Bill details list. You can download the list in PDF formats.

## 8.1 General Bill Details

1. The **General Bill Details** tab appears.  
OR  
Click **Settle** to initiate a settlement of Bill. For more details refer **Settlement of Bills**  
OR  
Click the **Settle Bill** link to settle the bills. The **Settlement of Bills** screen appears.  
OR  
Click **Back** to navigate back to previous screen.

## View Import Bill – General Bill Details

View Import Bill Under LC  
sunrise coffee | \*\*\*782 [Settle Bill](#)

Bill Number 000ISLP200761501 <b>ACTIVE</b>	Linked to LC 000ILSN20076AIX7 <b>ACTIVE</b>	Outstanding Amount GBP1,000,000.00	Maturity Date 16 Mar 2020
---	--	---------------------------------------	------------------------------

**View Bill Details** | **Exporter & Importer Details**

<b>Discrepancies</b>	Exporter Name sunrise coffee	Importer Name Oracle Corp
<b>Attached Documents</b>	Address new tech park plot no 23 London	Address ORACGB2L000 new tech park plot no 21
<b>Charges &amp; Taxes</b>		
<b>SWIFT Messages</b>	Country GREAT BRITAIN	Country
<b>Advice</b>	Application Date 16 Mar 2020	
<b>Loans</b>	Customer Reference Number DR909098	Bank Reference Number NB212345

**Product Details**

Payment Type SIGHT	Document Attached No
Product INCOMING CLEAN SIGHT BILLS UNDER LC ON PAYMENT	Tenor 0
Base Date Description After Goods pass Foods & Drug Administration	Base Date 16 Mar 2020
Maturity Date 16 Mar 2020	

**Goods & Shipment**

Shipment From Mumbai	Shipment To Dubai
Port of Loading Goods	Port of Discharge

	Goods	Description of Goods	Units	Price Per Unit
1	CILLAFABRIC	CILLAFABRIC		
2	COTTON	cotton		

**Instruction**

Remarks

[Settle](#) [Back](#)

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## Field Description

Field Name	Description
<b>Bill Number</b>	Displays the bill number of the LC.
<b>Linked to LC</b>	Displays the reference number of the LC.
<b>Outstanding Amount</b>	The outstanding amount of the Import Bill.
<b>Maturity Date</b>	The maturity date of the Import Bill.

Field Name	Description
<b>Exporter Details</b>	
<b>Exporter Name</b>	The name of the Exporter of the Import Bill. He is the one who uploads Bills.
<b>Address</b>	The address of the Exporter of the Import Bill.
<b>Country</b>	The country of the Exporter of the Import Bill.
<b>Application Date</b>	The date of application of the Import Bill.
<b>Customer Reference Number</b>	The user provided customer reference number for the transaction.
<b>Importer Details</b>	
<b>Importer Name</b>	The name of person who is receiving Bills to be settled.
<b>Address</b>	The address of the Importer of the Import Bill.
<b>Country</b>	The country of the Importer of the Import Bill.
<b>Bank Reference Number</b>	The user provided bank reference number for the transaction.
<b>Product Details</b>	
<b>Payment Type</b>	The type of payment associated with the Bill. it can be: <ul style="list-style-type: none"> <li>• Sight</li> <li>• Usance</li> </ul>
<b>Product</b>	The product of the Import Bill.
<b>Base Date Description</b>	It is the description of the chosen base date.
<b>Document Attached</b>	It asks user if any documents a part of Bill. It can be: <ul style="list-style-type: none"> <li>• Yes (Documentary)</li> <li>• No (Clean)</li> </ul>
<b>Tenor</b>	The tenor of the Bill.

<b>Field Name</b>	<b>Description</b>
<b>Base Date</b>	The date to be considered as base date for Bill application. It is number of days for the tenor from the base date.
<b>Bill Amount Details</b>	
<b>Negotiating Bank</b>	The name of the negotiating bank of the Import Bill.
<b>Address</b>	The address of the negotiating bank of the Import Bill.
<b>Country</b>	The country of the negotiating bank of the Import Bill.
<b>Bill Amount</b>	Displays the amount of the Import Bill.
<b>Outstanding Amount</b>	The outstanding amount of the Import Bill.
<b>Goods &amp; Shipment</b>	
<b>Shipment From</b>	The Place of Receipt from where shipment will be done.
<b>Shipment To</b>	The place of delivery of goods.
<b>Port of Loading</b>	The place of dispatch of the goods or loading on board.
<b>Port of Discharge</b>	The port of discharge.
<b>Goods</b>	
Section to view the goods for shipment.	
<b>Sr No</b>	The serial number for different lines of goods.
<b>Goods</b>	The type of good being shipped has to be chosen.
<b>Description of Goods</b>	The description of goods.
<b>Units</b>	The number of units of the goods
<b>Documents</b>	
<b>Document Name</b>	Displays the lists of all the documents required to be represented.
<b>Original (First Mail)</b>	Displays the number “n” out of “m” original documents of the first mail that will be provided to bank.
<b>Copies (First Mail)</b>	Displays the number of copies of the first mail, that will be submitted as a set of documents for LC.

Field Name	Description
<b>Original (Second Mail)</b>	Displays the number “n” out of “m” original documents of the second mail that will be provided to bank.
<b>Copies (Second Mail)</b>	Displays the number of copies of the first mail, that will be submitted as a set of documents for LC.
<b>Clause</b>	Displays the default description of clauses, however user can modify the same.
<b>Incoterm</b>	Displays the INCO terms for the LC application..
<b>Price Per Unit</b>	The price per unit of the goods.
<b>Instructions</b>	
<b>Remarks</b>	Any instructions provided to bank for creation of LC is mentioned here.

## 8.2 Discrepancies

Displays the list of discrepancies identified by the bank in the Bill. It is available only for Bills under LC.

- Click **Discrepancies** tab  
The **Discrepancies** details appears in the **View Import Bill** screen.  
OR  
Click **Back**.  
The **View Import Bill** screen appears.  
OR  
Click **Cancel** to cancel the transaction. The **Dashboard** appears.

## View Import Bill – Discrepancies tab

View Import Bill Under LC  
Oracle Corp | \*\*\*165

Bill Number	Linked to LC	Outstanding Amount	Maturity Date
000IUULL20076A1XI <b>ACTIVE</b>	000ILUN20076BIEK <b>ACTIVE</b>	£119,801.60	15 Apr 2020

Discrepancies	Received Date	Description	Status	Resolved Date
Charges, Commissions & SWIFT Messages	16 Mar 2020	Partial shipment not allowed	Resolved	16 Mar 2020

## Field Description

Field Name	Description
<b>Received Date</b>	Displays the date on which the discrepancy has been identified and received by the host.
<b>Description</b>	Displays the description of discrepancy like name.
<b>Status</b>	Displays the whether the discrepancy is resolved or not as on current date.
<b>Resolved Date</b>	Displays the resolved date if the discrepancy is resolved.
<b>Approved Date</b>	Displays the approved date of the discrepancy.

### 8.3 Charges & Taxes

This tab lists charges, Commission and Taxes against bill.

- Click **Charges, & Taxes** tab.  
The **Charges, & Taxes** tab appears in the **View Import Bill** screen.  
OR  
Click **Back**.  
The **View Import Bill** screen appears.  
OR  
Click **Cancel** to cancel the transaction.

View Import Bill Under LC		Settle Bill	
FIXNETIX   ***153			
Bill Number	Linked to LC	Outstanding Amount	Maturity Date
PK11VY4200110501 <b>ACTIVE</b>	PK1CLCI200111501 <b>ACTIVE</b>	GBP30,000.00	31 Jan 2020
View Bill Details	Charges & Taxes		
Discrepancies	Charges		
Charges & Taxes	Account No	Description of Charges	Date
	xxxxxxxxxxxx0016	BCOPNCG	11 Jan 2020
SWIFT Messages	xxxxxxxxxxxx0016	BC SWIFT Charge	11 Jan 2020
Advice	Taxes		
Loans	Description of Taxes	Value Date	Transaction Date
	No data to display.		

## Field Description

Field Name	Description
------------	-------------

### Charges

**Account No.** Debit account number of the applicant.

**Description of Charges** Displays the description charges applicable.

**Date** Displays the date on which charges are applicable.

**Amount** Displays the amount of charges.

### Taxes

**Description of Charges** Displays the description charges applicable.

**Value Date** Displays the value date of the taxes.

**Transaction Date** Displays the date on which the transaction is done.

**Amount** Displays the amount of taxes.

### Commissions

**Commission for** Displays the all commissions charged by bank.

**Percentage** Displays the percentage of LC charged as commission.

**Amount** Displays the amount of commission.

## 8.4 SWIFT Messages

This lists and displays list of all SWIFT messages between both the parties.

4. Click **SWIFT Messages** tab.  
The **SWIFT Messages** tab appears in the **View Import Bill** screen.  
OR  
Click **Back**.  
The **View Import Bill** screen appears.  
OR  
Click **Cancel** to cancel the transaction. The **Dashboard** appears.

### View Import Bill – SWIFT Messages tab

The screenshot shows the 'View Import Bill Under LC' interface for 'sunrise coffee | \*\*\*165'. It displays bill details and a table of SWIFT Messages.

Bill Number	Linked to LC	Outstanding Amount	Maturity Date
000IULL20076A0RU <span>ACTIVE</span>	000ILSR200764502 <span>ACTIVE</span>	£11,801.60	15 Apr 2020

Discrepancies	Message ID	Date	Description	Sending/Receiving Bank	Message Type	Action
Charges &	2342030607173271		Bank Transfer	FIXNETIX	202	<a href="#">Download</a>

Page 1 of 1 (1 of 1 items) | < 1 >

### Field Description

Field Name	Description
<b>Message ID</b>	Unique identification number for the message.
<b>Date</b>	Date of sending advice.
<b>Description</b>	The SWIFT message detailed description.
<b>Sending/Receiving Bank</b>	This displays the name of bank who has sent/received the message
<b>Message Type</b>	This shows the type of message sent/received such as MT 740 etc.



Field Name	Description
<b>Action</b>	The action to be taken that is to download the SWIFT details.


- Click on the desired Message ID to view the respective SWIFT details.  
The SWIFT detail appears in popup window along with the event date and description.
- Click the **Download** link against the SWIFT message to download the message in selected format like PDF formats, if required.

### 1.1.3 SWIFT Messages Details



#### Field Description

Field Name	Description
<b>Event Date</b>	Displays the event date.
<b>Event Description</b>	Displays the description of the event.
<b>Description</b>	The details of the SWIFT message.

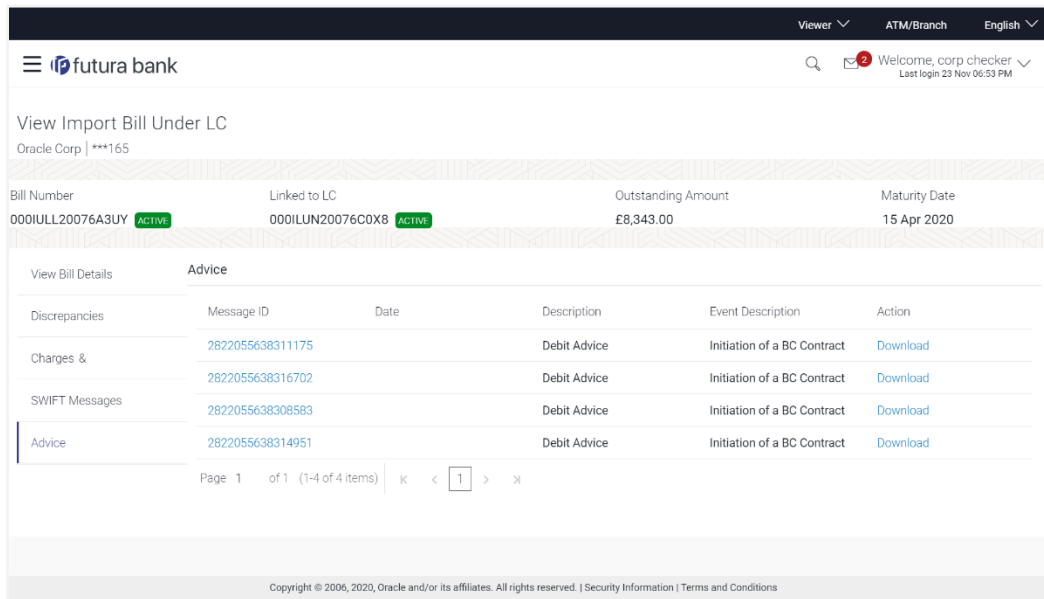
- Click  to close the window.

## 8.5 Advices

This denotes all the Advices being exchanged.

- Click **Advices** tab. The summary of all the Advices being exchanged.  
OR  
Click **Back**.  
The **View Import Bill** screen appears.  
OR  
Click **Cancel** to cancel the transaction. The **Dashboard** appears.

## View Import Bill - Advices



Viewer ATM/Branch English

futura bank

Welcome, corp checker  
Last login 23 Nov 06:53 PM

View Import Bill Under LC  
Oracle Corp | \*\*\*165

Bill Number	Linked to LC	Outstanding Amount	Maturity Date
000IULL20076A3UY <b>ACTIVE</b>	000ILUN20076C0X8 <b>ACTIVE</b>	£8,343.00	15 Apr 2020

Discrepancies	Message ID	Date	Description	Event Description	Action
Charges &	<a href="#">2822055638311175</a>		Debit Advice	Initiation of a BC Contract	<a href="#">Download</a>
SWIFT Messages	<a href="#">2822055638316702</a>		Debit Advice	Initiation of a BC Contract	<a href="#">Download</a>
Advice	<a href="#">2822055638308583</a>		Debit Advice	Initiation of a BC Contract	<a href="#">Download</a>
	<a href="#">2822055638314951</a>		Debit Advice	Initiation of a BC Contract	<a href="#">Download</a>

Page 1 of 1 (1-4 of 4 items) < 1 > x

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## Field Description

Field Name	Description
<b>Message ID</b>	Unique identification number for the message.
<b>Date</b>	Date of sending advice.
<b>Description</b>	The detail description of advice.
<b>Event Description</b>	Displays the description of the event.
<b>Action</b>	The action to be taken that is to download the SWIFT details.

- Click on the desired Message ID to view the respective advice details. The advice detail appears in popup window along with the event date and description.
- Click the **Download** link against the advice to download the advice in selected format like PDF formats, if required.


## 8.5.1 Advices Details

The screenshot shows the 'View Import Bill Under LC' page for Oracle Corp. The bill number is 000IULL20076A3UY (ACTIVE) and it is linked to LC 000ILUN20076C0X8 (ACTIVE). The outstanding amount is £8,343.00 and the maturity date is 15 Apr 2020. A 'View Advice' modal window is open, showing the following details:

Field	Value
Event Date	01 Jan 2014
Event Description	Liquidation of a BC Contract
DEBIT ADVICE ----- DATE : BRANCH DATE PAGE : PG CUSTOMER NAME ADDRESS1	
ADDRESS2 ADDRESS3 ADDRESS4 PAGE : PG CUSTOMER ID : CUSTOMER ACCOUNT	
ACCOUNT OUR REFERENCE NO : CONTRACT REFNO USER REFERENCE NO : USER REFNO WE	
HAVE EXECUTED THE FOLLOWING TRANSACTION ON YOUR BEHALF: -----	
VALUE DATE CCY	SETTLEMENT AMT AMOUNT IN WORDS
----- A/C NO :	GBP BILL LIQUIDATION CHARGES GBP 100.00 DEBITED AMOUNT : GBP
100.00 FOR BRANCH NAME AUTHORIZED SIGNATORY	

### Field Description

Field Name	Description
<b>Event Date</b>	Displays the event date.
<b>Event Description</b>	Displays the description of the event.
<b>Description</b>	The details of the advice.

- a. Click  to close the window.

## 8.6 Loans

This denotes all the see all the linked loans account with the corresponding Loan amount.

- Click **Loans** tab. The summary of all the linked loans account along with the amount appears.  
OR  
Click **Back**.  
The **View Import Bill** screen appears.  
OR  
Click **Cancel** to cancel the transaction. The **Dashboard** appears.

## View Import Bill - Loans

View Import Bill Under LC  
FIXNETIX | \*\*\*153

Bill Number	Linked to LC	Outstanding Amount	Maturity Date
PK1IULL20011A9A7 <span>ACTIVE</span>	PK1ILUN20011B8RN <span>ACTIVE</span>	GBP200,000.00	10 Feb 2020

View Bill Details

**Loans**

Discrepancies	Loan Account No.	Loan Amount
Charges & Taxes	xxxxxxxxxxxx0022	GBP42,500.00

SWIFT Messages

Advice

Loans

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## Field Description

Field Name	Description
<b>Loan Account No.</b>	The linked loans account.
<b>Loan Amount</b>	The loan amount of the linked loan account.

**FAQs****1. Do you need a credit facility to use this product?**

No, you do not need a credit facility to use this feature.

**2. Does this module cater to both DA and DP?**

Yes, you can view your Bills in either of the cases, and when the condition is fulfilled, the changes are updated.

[Home](#)

## 9. Bill Discrepancies Acceptance

User can search amendments under Export Bills using various parameters like Beneficiary Name, Bill Number, Exporter Name and Importer Name.

### Pre-Requisites

- User must have a valid corporate party Id and login credentials in place

### How to reach here:

*Dashboard > Toggle menu > Trade Finance > Letter of Credit > Import Letter of Credit > Bill Discrepancies Acceptance*

### To search discrepancies in Import Bills:

- Select the **Bill Discrepancy** option.
- Enter the search criteria, if required
- Click **Search**.  
The **Bill Discrepancy Acceptance** screen appears with the search results.  
OR  
Click **Reset** to reset the search criteria.  
OR  
Click **Cancel** to cancel the transaction. The **Dashboard** appears.

### Bill Discrepancy Customer Acceptance Search Result

Bill Reference Number	Product Name	Beneficiary Name	LC Reference Number	Bill Amount
000IULL20076A2PA	INCOMING DOCUMENTARY USANCE BILLS UNDER LC ON ACCEPTANCE	Oracle Corp	000ILUN20076BI0R	£21,900.00
000IULL20076A2P9	INCOMING DOCUMENTARY USANCE BILLS UNDER LC ON ACCEPTANCE	Oracle Corp	000ILUN20076BI0R	£123,900.00
000ISLP200764501	INCOMING CLEAN SIGHT BILLS UNDER LC ON PAYMENT	CITIBANK IRELAND	000ILUN20076BJ6H	£144,555.00
000ISLP200764002	INCOMING CLEAN SIGHT BILLS UNDER LC ON PAYMENT	sunrise coffee	000ILSR200764502	£461,000.00
000IULL20076A335	INCOMING DOCUMENTARY USANCE BILLS UNDER LC ON ACCEPTANCE	Oracle Corp	000ILUN20076BJ6H	£1,144,555.00
000IULL20076A1JL	INCOMING DOCUMENTARY USANCE BILLS UNDER LC ON ACCEPTANCE	Oracle Corp	000ILUN20076BI0R	£30,000.00

Page 1 of 1 (1-6 of 6 items) | < 1 >

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**Field Description**

Field Name	Description
<b>Search</b>	
<b>All Importers</b>	The filter criteria to search the record on the basis of Importer Name.
<b>Search Result</b>	
<b>Bill Reference Number</b>	The Import Bill reference number. Displays the link to view the Import Bill details.
<b>Product Name</b>	The product of the Import Bill.
<b>Beneficiary Name</b>	The name of the beneficiary of the Import Bill.
<b>LC Reference Number</b>	The LC which is linked to the Bill.
<b>Bill Amount</b>	The Import Bill amount.

4. Click on the desired **Bill Reference Number** to view the Import Bill details. The discrepancy details appears.
5. Click the **Download** link to download the Acceptance record in selected format like PDF formats, if required.

**Bill Discrepancy Acceptance - Discrepancy Details**

Viewer ATM/Branch English

futura bank Welcome, OBDX Checker Last login 29 Apr 05:22 PM

Bill Discrepancy Acceptance

Bill No. 000DOC2200761001 - Discrepancy Details Accept All Reject All

Sr No.	Description	Received Date	Resolved Date	Resolution	Remarks
1	H.S. CODE NO 9401.7900 SHOULD APPEAR ON BILL OF LADING AND INVOICES	16 Mar 2020	Not resolved yet	<input type="radio"/> Accept <input checked="" type="radio"/> Reject	Remarks
2	GATEDIS2	16 Mar 2020	Not resolved yet	<input type="radio"/> Accept <input checked="" type="radio"/> Reject	Remarks

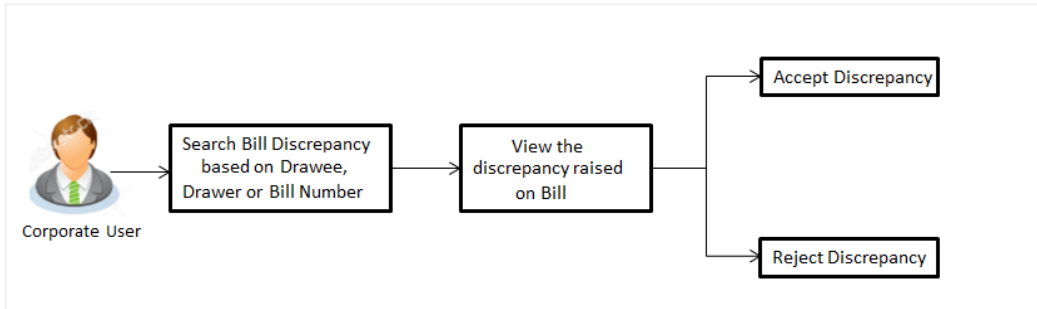
Initiate Cancel Back

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## 9.1 Initiate customer acceptance for Bill discrepancy

Using this option, you can accept discrepancies in Import Bills for further action from Bank or reject it.

### Workflow



### To initiate customer acceptance for Bill discrepancy:

1. Enter the search criteria, if required.
2. Click **Search**.  
The **Bill Discrepancy Acceptance** screen appears with the search result.
3. Click the required link in the **Bill Reference Number** column.  
The **Bill Discrepancy Acceptance** screen appears with the discrepancy details.

### Bill Discrepancy Acceptance - Discrepancy Details

Bill Discrepancy Acceptance

Bill No. 000DOC2200761001 - Discrepancy Details

Sr No.	Description	Received Date	Resolved Date	Resolution	Remarks
1	H.S. CODE NO.9401.7900 SHOULD APPEAR ON BILL OF LADING AND INVOICES	16 Mar 2020	Not resolved yet	<input type="radio"/> Accept <input checked="" type="radio"/> Reject	Remarks
2	GATEDIS2	16 Mar 2020	Not resolved yet	<input type="radio"/> Accept <input checked="" type="radio"/> Reject	Remarks

Buttons: **Accept All** **Reject All**

Buttons: **Initiate** **Cancel** **Back**

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### Field Description

Field Name	Description
Sr No.	The serial number of the discrepancy records.

Field Name	Description
<b>Description</b>	The reason for raising the discrepancy.
<b>Received Date</b>	Displays date on which the discrepancy has been identified and received.
<b>Resolved Date</b>	Displays the date when the resolution to discrepancy was provided.
<b>Resolution</b>	The resolution status of the discrepancy. The options are: <ul style="list-style-type: none"> <li>• Accept</li> <li>• Reject</li> </ul>
<b>Remarks</b>	The remarks if any.

4. From the **Resolution** list, select the appropriate option.
5. In the **Remarks** field, enter the remarks, if any.
6. Click **Initiate**. The transaction accepted / rejected based on input.  
OR  
Click **Accept All** to accept all discrepancies or click **Reject All** to reject the discrepancies.  
OR  
Click **Back**. The **Bill Discrepancy Acceptance** screen with search result appears.  
OR  
Click **Cancel** to cancel the transaction, The **Dashboard** appears.
7. The success message initiation of Bill Discrepancy Acceptance appears. Click **Go to Dashboard**, to navigate to the dashboard.

[Home](#)



## 10. Settlement of Bills

Once the goods are shipped and the Importer receives the trade documents, the Exporter draws out the Bills to be paid by the Importer. With the introduction of the 'Settlement of Bill' transaction, the Importer can now liquidate the Bills he has received under his Import LC, i.e. he can instruct the bank to pay the Bills he has received, from one of his accounts. The user can also use one of his booked forward deals while settling the Bill.

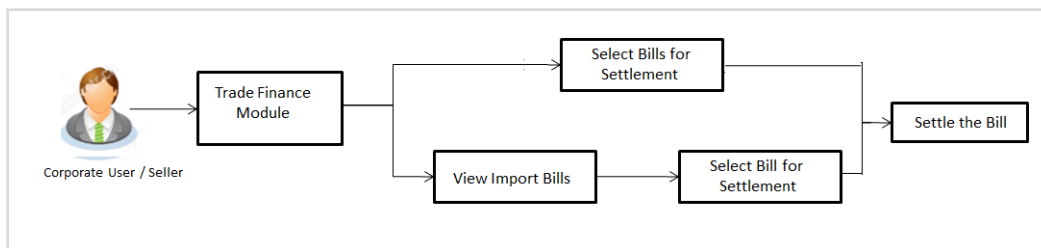
The user can settle either multiple bills from his account, with or without a forex deal, or apply for a loan to settle the bills.

Using this option, user can settle one or more Bills under LC in the application.

### Pre-Requisites

- User must have a valid corporate party Id and login credentials in place
- At least a single Import Bill should exist for the party ID and party must having view rights for it

### Workflow



These are explained in detail underneath.

### How to reach here:

*Dashboard > Toggle menu > Trade Finance > Letter Of Credit > Import Letter of Credit > Settlement of Bills*

*OR*

*Dashboard > Toggle menu > Trade Finance > Import Letter of Credit > View Bills > View Bill details > Settle*

### To settle the Bill:

1. Select the checkbox against the **Bill Reference Number** which is to be settled.  
OR  
Select the **Select Bills** check box to select multiple bills to apply for the settlement.

## Settlement of Bills

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## Field Description

Field Name	Description
<b>Select Bills</b>	The option to select multiple bills to apply for the settlement.
<b>Check Box (Account Selection)</b>	The option against each bill, to select a CASA account which he wishes to use. The available balance in the casa account is also displayed so that he can take an informed decision.
<b>Bill Reference Number</b>	The Bill reference number. Displays the link to view the Import Bill details.
<b>Exporter Name</b>	The beneficiary name against whom Bill is to be created.
<b>Maturity Date</b>	The date on which the Bill will gets matured.
<b>Linked LC Number</b>	The LC number to whom the Bill is linked.

Field Name	Description
<b>Payment Type</b>	The type of payment associated with the Bill. it can be: <ul style="list-style-type: none"> <li>• Sight</li> <li>• Usance</li> </ul>
<b>Bill Amount</b>	Displays the amount of the Import Bill.
<b>Input Payment Details</b>	
<b>CASA Account / Loan Account</b>	Option to select a CASA account or Loan account. <ul style="list-style-type: none"> <li>• CASA Account: The user can select the CASA account that he wishes to use for settlement of bill.</li> </ul> <hr/> <p>Note: The balance in CASA account should be equal or more than the equivalent amount of bill in bill's currency, which is being settled, in case of single bill being liquidated.</p> <hr/> <ul style="list-style-type: none"> <li>• Loan Account: The user can select this option to apply for a loan directly from the page. Bank would be informed that the corporate user is looking for a loan.</li> </ul>
<b>Select Account</b>	Source account from which the funds are to be transferred for settlement of Bill.
<b>Balance</b>	Net balance in the selected source account.

2. Select the **CASA Account** option, if he wishes to use it for settlement of bill.  
OR  
Select this **Loan Account** option to apply for a loan directly from the page.
3. From the **Select Account** list, select the account from which the transfer needs to be made for settlement of Bill.
4. Click **Submit** to initiate the selected Bills settlement. The **Settlement of Bills – Review** screen appears.  
OR  
Click **Cancel** to cancel the transaction.  
OR  
Click **Back** to navigate back to previous screen.
5. Verify the details, and click **Confirm**.  
OR  
Click **Cancel** to cancel the transaction.  
OR  
Click **Back** to navigate back to previous screen.
6. The success message initiation of Bill settlement appears.  
OR  
Click **View Bill Settlement Details** to view the Bill settlement details.  
OR  
Click **Trade Finance Overview** to go to the **Trade Dashboard** screen.

---

Note:

- 1) Corporate user can select multiple Bills for settlement.
  - 2) Click on **Show More** to view more Bills under selected LC.
- 

[Home](#)

## 11. View Export Letter of Credit

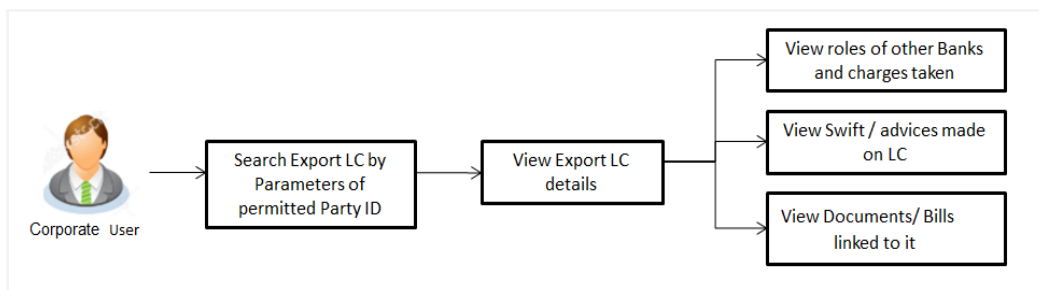
Using this option, you can view the details of existing Export Letters of Credit (LC) in the application. You can search the required LC using different search criteria and download the LC list in pdf.

The LC details include LC amount, outstanding amount, date of issue, date of expiry, parties to the LC, bank details, payment terms, and shipment/goods/documents details. You can also view the Amendment details and the Bills presented under the LC. You can also download the Export LC list in pdf formats.

### Pre-Requisites

- User must have a valid login credentials
- User must have certain Export LCs received by his bank under his party ID

### Workflow



### How to reach here:

*Dashboard > Toggle menu > Trade Finance > Letter of Credit > Export Letter of Credit > View Letter of Credit*

### To view Export Letter of Credit:

1. The **View Export Letter of Credit** screen appears.

## View Export Letter of Credit

The screenshot displays the Futura Bank interface for viewing export letters of credit. The main content area shows a table of recently issued letters of credit. The filter panel on the right includes the following fields:


- Applicant Name: Sunrise Coffee
- LC Status: All
- LC Amount Range: All
- LC Drawing Status: All
- Issue Date: 01 Jul 2020 to 31 Aug 2020
- Expired Status:  Expired,  Not Expired
- Expiry Date: 03 Aug 2020 to 31 Aug 2020

Buttons for 'Apply', 'Cancel', and 'Clear' are visible at the bottom of the filter panel. A chat bubble is also present with the text 'Hey, I am here to help if you need it!'.

## Field Description

Field Name	Description
<b>Applicant Name</b>	The name of applying party.
<b>LC Status</b>	The status of LC currently. The options are: <ul style="list-style-type: none"> <li>• Hold</li> <li>• Active</li> <li>• Cancelled</li> <li>• Closed</li> <li>• Reversed</li> </ul>
<b>LC Amount From</b>	The start of the amount range used for searching the LC.
<b>LC Amount To</b>	The end of the amount range used for searching the LC.
<b>LC Drawing Status</b>	The LC drawing status. The options are: <ul style="list-style-type: none"> <li>• Partial</li> <li>• Full</li> <li>• Undrawn</li> <li>• Expired</li> </ul>
<b>Issue Date From</b>	The start date of the issue date range used for searching the LC.

Field Name	Description
<b>Issue Date To</b>	The end date of the issue date range used for searching the LC.
<b>Expiry Status</b>	Select whether LC being searched is expired or not. The options are: <ul style="list-style-type: none"> <li>• Expired</li> <li>• Non Expired</li> </ul>
<b>Expiry Date From</b>	The start date of the expiry date range used for searching the LC.
<b>Expiry Date To</b>	The end date of the expiry date range used for searching the LC.

- From the **All Parties** list, select the appropriate option.
- Click **Search**.  
The **View Export LC screen** appears with the search results.  
OR  
Click **Clear** to reset the search criteria.  
OR  
Click  to filter based on the above criteria.  
OR  
Click **Cancel** to cancel the transaction, The **Dashboard** appears.
- Click the **Download** link to download all or selected columns in the Export LC details list. You can download the list in PDF format.

## View Export Letter of Credit – Search Result

Viewer ATM/Branch English

futura bank

Welcome, corp checker  
Last login 23 Nov 09:08 PM

View Export Letter Of Credit  
DEV Org | \*\*\*165

List of Recently Issued Letter of Credits

All Parties → Search... Download

LC Number	Applicant Name	Beneficiary Name	Issue Date	Date of Expiry	LC Status	LC Amount	Outstanding Amount
<a href="#">PK2ELAC19081ASJV</a>	GOODCARE PLC	DEV ORG	22 Mar 2019	20 Jun 2019	ACTIVE	£123,455.00	£123,455.00
<a href="#">000ELAC20076AGZ6</a>	Oracle Corp	DEV ORG	16 Mar 2020	16 Jun 2020	ACTIVE	£60,000.00	£40,000.00
<a href="#">000ELAC20076ACCCJ</a>	Test Corporate Inc	DEV ORG	16 Mar 2020	14 Jul 2020	ACTIVE	£12,424.00	£5,000.00
<a href="#">000ELAC20076ADI6</a>	Test Corporate Inc	DEV ORG	16 Mar 2020	14 Jul 2020	ACTIVE	£12,424.00	£11,328.62
<a href="#">000ELAC20076ADW2</a>	Test Corporate Inc	DEV ORG	16 Mar 2020	22 Jul 2020	ACTIVE	£43,644.00	£43,644.00
<a href="#">000ELAC20076AENU</a>	Oracle Corp	DEV ORG	16 Mar 2020	16 Jun 2020	ACTIVE	£230,000.00	£230,000.00
<a href="#">000ELAC20076ACCI</a>	Test Corporate Inc	DEV ORG	16 Mar 2020	14 Jul 2020	ACTIVE	£111,424.00	£111,424.00
<a href="#">000ELAC20076AHD4</a>	Test Corporate Inc	DEV ORG	16 Mar 2020	14 Jul 2020	ACTIVE	£125,000.00	£125,000.00

Page 1 of 2 (1-8 of 14 items) 1 2 > x

ⓘ All authorized and on hold transactions are listed here. Others will be listed once approved. Please contact the bank for details.

## Field Description

Field Name	Description
<b>LC Number</b>	The LC number. Displays the link to details of the Export LC.
<b>Applicant Name</b>	The name of the LC applicant.
<b>Beneficiary Name</b>	The name of the LC beneficiary.
<b>Issue Date</b>	The issue date of the Export LC.
<b>Date of Expiry</b>	The Export LC expiry date.
<b>LC Status</b>	The Export LC status.
<b>LC Amount</b>	The Export LC amount.
<b>Outstanding Amount</b>	The Export LC outstanding amount.

- Click the required link in the **LC Number** column.  
The **View Export Letter of Credit** screen appears with the details of the selected LC.  
By default, the **LC Details** tab appears.
- Click **LC Details** tab.



## 11.1 LC Details

7. Click **LC Details** tab.

The **LC Details** tab appears in the **View Export Letter of Credit** screen.

OR

Click **Back**.

The **View Export Letter of Credit** screen appears.

OR

Click **Cancel** to cancel the transaction, The **Dashboard** appears.

## View Export LC – LC Details

futura bank


 Welcome, rcorp Checker  
Last login 04 Sep 09:46 AM

---

View Export Letter Of Credit

GOODCARE PLC | \*\*\*165

[Copy & Initiate](#)

---

LC Reference No. <b>PK2ELAC19081ASJV</b> <span style="color: green; font-weight: bold;">ACTIVE</span>	Product Export LC sight Non Revolving	LC Amount <b>£123,455.00</b>
Date of Expiry <b>20 Jun 2019</b>		

---

LC Details

- Attached Documents
- Amendments
- Bills
- Charges
- Commissions
- Swift Messages
- Advice
- Banks

**LC Details**

<p><b>51A</b> Applicant GOODCARE PLC Address Country GREAT BRITAIN Date of Application 22 Mar 2019</p>	<p><b>40A</b> Type of Documentary Credit Non Transferable Non Revolving Cumulative No</p>
<p><b>31D</b> Date of Expiry 20 Jun 2019</p>	<p><b>59</b> Beneficiary Name DEV Org Address DEVCGB2LOOO Gemini area no 21 Country GB</p>
<p><b>31B</b> LC Amount £123,455.00</p>	
<p>View Availments</p>	
<p>More Information</p>	

**Goods & Shipment**

<p><b>43P</b> Partial Shipment Not Allowed</p>	<p><b>43T</b> Transshipment Not Allowed</p>
<p><b>44A</b> Place of Taking in Charge/Dispatch from sds</p>	<p><b>44E</b> Port of Loading/Airport of Departure dfdfd</p>
<p><b>44F</b> Port of Discharge/Airport of Destination df</p>	<p><b>44B</b> Place of Final Destination/For Transportation csdsdsf</p>
<p><b>44C/44D</b> Shipment</p>	
<p>More Information</p>	

**Documents**

Document Name	Original	Copies	Clause
AIRDOC	5/7	3	<a href="#">View Clause</a>
INSDOC	6/8	4	<a href="#">View Clause</a>
INVDOC	4/7	2	<a href="#">View Clause</a>
MARDOC	0/0	0	<a href="#">View Clause</a>
OTHERDOC	0/0	0	<a href="#">View Clause</a>

Page 1 of 1 (1-5 of 5 items) K < 1 > X

More Information

**Instruction**

Advising Bank SWIFT ID

<p><b>49G</b> Special Payment Conditions for Beneficiary sdsds bene</p>	<p><b>49H</b> Special Payment Conditions for Bank Only bank cond</p>
<p><b>49</b> Confirmation Instructions Without</p>	
<p>More Information</p>	

Cancel
Back

---

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**Field Description**

<b>Field Name</b>	<b>Description</b>
<b>Party Name and ID</b>	The name and ID of LC applying party.
<b>LC Reference No.</b>	Displays the reference number of the LC.
<b>Product</b>	The export LC product name under which the LC is created.
<b>LC Amount</b>	The amount availed against the LC.
<b>Date of Expiry</b>	The date when the LC expires and holds no more valid.
<b>Applicant</b>	The name of LC applicant.
<b>Address</b>	Displays the LC applicant address.
<b>Country</b>	Displays the country of the LC applicant.
<b>Date of Application</b>	The date of LC application.
<b>Date of Expiry</b>	Displays the expiry date of the LC.
<b>Place of Expiry</b>	Displays the place of LC expiry.
<b>LC Amount</b>	Displays the amount and currency of the LC.
<b>Type of Documentary Credit</b>	The type of documentary credit are: <ul style="list-style-type: none"> <li>• Transferable/ Non Transferable</li> <li>• Revolving/Non Revolving</li> </ul>
<b>Revolving Type</b>	Indicates revolving type.
<b>Auto Reinstatement</b>	Under a revolving LC, the amount is reinstated or renewed without any specific amendments to the LC. The credit becomes available for use again automatically.
<b>Cumulative</b>	Displays whether the frequency is cumulative for the LC. The unused amount would be used in the new LC in case of cumulative LC. The options are: <ul style="list-style-type: none"> <li>• Yes</li> <li>• No</li> </ul>
<b>Transferable</b>	Displays the form of the LC, either transferable/ non-transferable.

Field Name	Description
<b>Beneficiary Details</b>	
<b>Beneficiary Name</b>	The name of the LC beneficiary.
<b>Address</b>	The address of the LC beneficiary.
<b>Country</b>	The country of the LC beneficiary.
<b>Product Details</b>	
<b>Product</b>	The Export LC product under which the LC is created.
<b>More Information</b>	
Following fields appear if you click the More Information link.	
Click the <b>Hide Information</b> link to hide the fields.	
<b>LC Amount Tolerance Under %</b>	Displays the tolerance of the LC, if tolerance is allowed.
<b>Total Exposure</b>	Displays the total LC amount including the positive tolerance, with the currency.
<b>Credit Available By</b>	Indicates the manner in which credit is available when the bank is authorized to pay, accept, negotiate or incur a deferred payment undertaking for the credit. The options are: <ul style="list-style-type: none"> <li>• Acceptance</li> <li>• Def Payment</li> <li>• Mixed Payment</li> <li>• Negotiation</li> </ul>
<b>Credit Available With</b>	Indicates the bank where credit is currently available with.
<b>Negotiation/ Deferred Payment Details</b>	Indicates the details of mixed payment. This field is appears if the Mixed Payment option was selected in the Credit Available By field.
<b>Additional Amounts Covered</b>	This field specifies any additional amounts available to the beneficiary under the terms of the credit, such as insurance, freight, interest, etc.
<b>Drafts At</b>	The number of drafts available.

Field Name	Description
<b>Drafts section</b>	
<b>The number of drafts available.</b>	
<b>Tenor (In Days)</b>	The number of days of its validity.
<b>Credit Days From</b>	Displays the date from which the Draft tenure shall be counted.
<b>Draft Amount</b>	The amount which is sought by beneficiary on representation of draft.
<b>Drawee Bank</b>	The name of drawee bank, which would represent draft for claiming money against LC.

## 11.2 Goods and Shipment

8. Click **Shipment** tab.  
The **Shipment** tab appears in the **View Export LC** screen.  
OR  
Click **Back**.  
The **View Export LC** screen appears.  
OR  
Click Cancel to cancel the transaction, The Dashboard appears.

### View Export LC – Goods and Shipment tab

Sr No	Goods	Description of Goods	Units	Price Per Unit
1	CILLAFABRIC			
			Total Amount	

**Field Description**

<b>Field Name</b>	<b>Description</b>
<b>Partial Shipment</b>	Displays whether or not partial shipments are allowed under the documentary credit.
<b>Transshipment</b>	Displays whether or not transshipment is allowed under the documentary credit.
<b>Place of Taking in Charge/ Dispatch From</b>	The place of receipt from where shipment will be done.
<b>Port of Discharge/ Airport of Destination</b>	The port of discharge or airport of destination to be indicated on the transport document.
<b>Port of Loading/ Airport of Departure</b>	The port of loading or airport of departure to be indicated on the transport document.
<b>Place of Final Destination/ For Transportation</b>	The place of dispatch or taking in charge of the goods or loading on board.
<b>Shipment</b>	Displays the latest date for loading on board/ dispatch/ taken in charge.

**More Information**

Following fields appear if you click the More Information link.

**Click the Hide Information link to hide the fields.**

<b>Sr No</b>	Serial Number.
<b>Goods</b>	The type of good being shipped has to be chosen.
<b>Description of Goods</b>	The description of goods.
<b>Units</b>	The number of units of the goods
<b>Price Per Unit</b>	The price per unit of the goods.

**11.3 Documents**

9. Click **Documents** tab.  
The **Documents** tab appears in the **View Export LC** screen.  
OR  
Click **Back**.  
The **View Export LC** screen appears.

OR

Click **Cancel** to cancel the transaction, The **Dashboard** appears.**View Export LC – Documents tab**

Document Name	Original	Copies	Clause
AIRDOC	0/0	0	<a href="#">View Clause</a>
INSDOC	0/0	0	<a href="#">View Clause</a>
INVDOC	0/0	0	<a href="#">View Clause</a>
MARDOC	0/0	0	<a href="#">View Clause</a>
OTHERDOC	0/0	0	<a href="#">View Clause</a>

Page 1 of 1 (1-5 of 5 items) [K](#) [<](#)  [>](#) [X](#)

**58A**  
Additional conditions

**48**  
Documents to be presented within/beyond days after the date of shipment but within validity of this credit  
12

[Hide Information](#)

**Field Description**

Field Name	Description
<b>Documents List</b>	Documents list have the list of documents along with the number of original or copies submitted and clauses they cater too.
<b>Document Name</b>	Name of the document uploaded for the LC.
<b>Original</b>	The number of original documents uploaded for the selected document.
<b>Copies</b>	The number of copies uploaded for the selected document.
<b>Clause</b>	Displays the document clause mentioning the number of copies and other conditions.
<b>More Information</b>	Following fields appear if you click the <b>More Information</b> link. Click the <b>Hide Information</b> link to hide the fields.
<b>Additional Conditions</b>	The description of further conditions of the documentary credit.

Field Name	Description
<b>Documents to be presented within /beyond days after the date of shipment but within validity of this credit</b>	<p>The number of days after the date of shipment when the documents will be presented to bank.</p> <p>On adding these days to the date of application, it should be within validity period.</p>

10. Click the **View Clause** link to view the already maintained clause.

## 11.4 Instructions

11. Click **Instructions** tab.

The **Instructions** tab appears in the **View Export LC** screen.

OR

Click **Back**.

The **View Export LC** screen appears.

OR

Click **Cancel** to cancel the transaction, The **Dashboard** appears.

### View Export LC – Instructions tab

The screenshot shows the 'Instructions' tab in the Futura Bank system. The header includes the Futura Bank logo and a user greeting: 'Welcome, rcorp Checker' with a dropdown arrow and 'Last login 04 Sep 09:46 AM'. Below the header, there is a search icon and a list of instruction codes with their descriptions:

- 49G**: Special Payment Conditions for Beneficiary  
bene
- 49H**: Special Payment Conditions for Bank Only  
bank
- 49**: Confirmation Instructions  
Without
- 72Z**: Sender to Receiver Information  
TELEBEN kjkchdkdd  
Applicant Account for Charges
- 71D**: Charges  
new charge

At the bottom of the list, there is a 'Hide Information' link and two buttons: 'Cancel' and 'Back'. The footer contains the copyright notice: 'Copyright © 2006, 2020, Oracle and/or its affiliates. All rights reserved. | Security Information | Terms and Conditions'.

### Field Description

Field Name	Description
<b>Advising Bank SWIFT ID</b>	Displays the SWIFT ID and address of the Advising Bank.
<b>Special Payment Conditions for Beneficiary</b>	User can input special payment conditions applicable to the beneficiary, for example, post financing request/ conditions.



Field Name	Description
<b>Confirmation Instructions</b>	The confirmation instructions for the requested confirmation party.
<b>Special Payment Conditions for Bank Only</b>	User can input special payment conditions applicable to bank without disclosure to the beneficiary, for example, post-financing request /conditions.
<b>More Information</b>	
Following fields appear if you click the <b>More Information</b> link.	
Click the <b>Hide Information</b> link to hide the fields.	
<b>Sender to Receiver Information</b>	The additional information for the receiver.
<b>Applicant Account for Charges</b>	The applicant account for charges.
<b>Charges, Commissions &amp; Taxes</b>	The details of charges.

## 11.5 Attached Documents

This tab displays the list of all documents uploaded by user. It allows the user to download the attachments done under the selected Export LC.

12. Click **Attached Documents** tab to view the attached documents.  
OR  
Click **Back**.  
The **View Export Letter Of Credit** screen appears.  
OR  
Click **Cancel** to cancel the transaction. The **Dashboard** appears.

## Attached Documents

View Export LC

LC Number 000ELAC200765001

View LC Details [Attach Document](#)

Sr No	Document Id	Document Category	Document Type	Remarks
1	3.IPM_****13	IDPROOF	IDPROOF	Adhar card

File size should not be more than 5 MB. Supported file types: .JPEG, .PNG, .DOC, .PDF, .TXT, .ZIP. Multiple files can be uploaded at a time.

[Submit](#) [Back](#)

Amendments

Bills

**Attached Documents**

Charges

Swift Messages

Advice


Banks

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## Field Description

Field Name	Description
------------	-------------

<b>Sr No</b>	The serial number of the attached document record.
<b>Document ID</b>	Displays the unique identification number for the attached document. Displays the link to download the attached document.
<b>Document Category</b>	Displays the category of the document uploaded.
<b>Document Type</b>	Displays the type of the document uploaded.
<b>Remarks</b>	Displays the notes added, if any, for attaching the document.
<b>Action</b>	Action to be taken that is delete the attached document.

13. Click the required link in the **Document ID** column to download the attached document.  
OR  
Click Attach More Documents link to attach more document. The Attach Document overlay screen appears  
OR  
Click  to delete the attached document record.

## Attach Documents

## Field Description

Field Name	Description
<b>Drag and Drop</b>	Click to browse and select the file to be uploaded.
<b>Attached Document</b>	The document uploaded.
<b>Document Category</b>	The category of the document uploaded.
<b>Document Type</b>	The type of the document to uploaded.
<b>Remarks</b>	The notes added, if any for attaching the document.
<b>Choose File to attach</b>	Browse the file to be attached. <b>Note:</b> File size should not be more than 5 MB. Supported file types: .jpeg, .png, .doc, .pdf, .txt, .zip. Multiple files can be uploaded at a time.
<b>Action</b>	Action to be taken that is delete the attached document.

14. Click **Drag and Drop** to browse and select the required document present on your computer. The **Attach Document** popup window appears.
15. Select the required document present on your computer to upload. A row with the attached document and its details appear.
16. Click **Upload** to attach the document. The attached document is uploaded and row appears with the attached document details.  
OR  
Click **Cancel** to cancel the transaction.  
OR

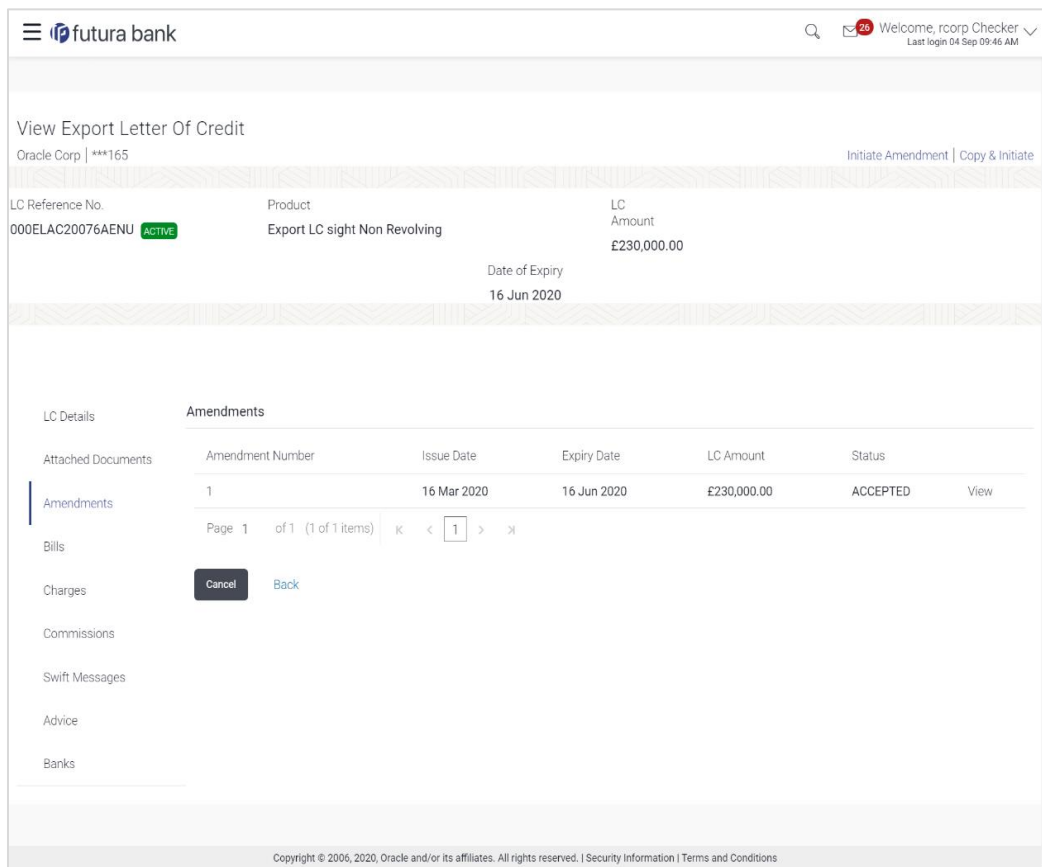
- Click **Clear** the selection.  
 OR  
 Click to delete the attached document record.
17. Click **Submit** to submit the newly attached document. This is getting displayed in case of new attached document.  
 OR  
 Click **Cancel** to cancel the transaction.  
 OR  
 Click **Back** to navigate to the previous screen.

## 11.6 Amendments

This tab displays the amendments done to the LC such as shipment Date, LC value etc.

18. Click **Amendments** tab. The amendments detail appears.  
 OR  
 Click **Back**.  
 The **View Export LC** screen appears.  
 OR  
 Click **Cancel** to cancel the transaction, The **Dashboard** appears.

### View Export LC – Amendments



The screenshot shows the 'View Export Letter Of Credit' interface for Oracle Corp | \*\*\*165. The page includes a search bar, a user greeting 'Welcome, rcorp Checker', and a 'Last login 04 Sep 09:46 AM' timestamp. The main content area displays LC details for LC Reference No. 000ELAC20076AENU (ACTIVE), Product Export LC sight Non Revolving, LC Amount £230,000.00, and Date of Expiry 16 Jun 2020. Below this, the 'Amendments' tab is active, showing a table with one amendment record.

Amendment Number	Issue Date	Expiry Date	LC Amount	Status	View
1	16 Mar 2020	16 Jun 2020	£230,000.00	ACCEPTED	<a href="#">View</a>

The page also features a sidebar with navigation options: Attached Documents, Amendments (selected), Bills, Charges, Commissions, Swift Messages, Advice, and Banks. At the bottom, there are 'Cancel' and 'Back' buttons. The footer contains copyright information: Copyright © 2006, 2020, Oracle and/or its affiliates. All rights reserved. | Security Information | Terms and Conditions.

**Field Description**

<b>Field Name</b>	<b>Description</b>
<b>Amendment Number</b>	Displays the amendment number of the LC. Displays the link to view the details of the LC Amendment.
<b>Issue Date</b>	Displays the issue date of the LC Amendment.
<b>Expiry Date</b>	Displays the new expiry date of the LC.
<b>LC Amount</b>	Displays the new LC amount.
<b>Status</b>	Displays the Status of LC Amendment.


19. Click the required link in the **View** column. The **Export LC Amendment** screen with detailed Issued Amendments appears.  
 OR  
 Click **Back**.  
 The **View Export LC** screen appears.  
 OR  
 Click **Cancel** to cancel the transaction, The **Dashboard** appears.

**11.6.1 View Amendment Details**

This screen allows the user to view the details of the amendment done under selected amendment number.

## Issued Amendment – Detailed

Viewer
ATM/Branch
English



26 Welcome, rcorp Checker  
Last login 04 Sep 09:46 AM

### View Export LC Amendment

DEV Org | \*\*\*165

LC Reference No.	Product	LC Amount	Date of Issue
000ELAC20076AENU	Export LC sight Non Revolving	£200,000.00	16 Mar 2020

**LC Details** [Compare with Previous Values](#)

**51A** Applicant  
Oracle Corp  
Address  
ORACGB2LOOO  
new tech park  
plot mo 23  
Country  
GREAT BRITAIN  
Date of Application  
**31D** Modified

Date of Expiry  
16 Jun 2020

**32B** Modified  
LC Amount  
£230,000.00

**39A** LC Amount Tolerance  
Under (%)  
0  
Total Exposure  
£230,000.00  
Payment Details  
**41A** Credit Available By  
Mixed Payment  
Credit Available With  
CITIGB2LRRR  
Drafts  
No

**40A** Type of Documentary Credit  
Revolving  
No  
Cumulative  
No  
Transferable  
No

**59** Beneficiary Name  
DEV Org  
Address  
DEVCGB2LOOO  
Gemini  
area no 21  
Country  
GB  
**39C** Modified  
Additional Amount Covered  
sdfdfaffd

**42C** Drafts At

**Goods & Shipment** [Compare with Previous Values](#)

**43P** Modified  
Partial Shipment  
Allowed  
**44A** Place of Taking in Charge/Dispatch from  
deef  
**44F** Modified  
Port of Discharge/Airport of Destination  
cdfd fvfg amend  
**44C/44D** Modified  
Shipment  
Period

**43T** Modified  
Transshipment  
Allowed  
**44E** Modified  
Port of Loading/Airport of Departure  
sdss fg vff amend  
**44B** Place of Final Destination/For Transportation  
dfdgfgf  
Shipment Period  
cdfd fgfgfg fvfgfgfg

Sr No	Goods	Description of Goods	Units	Price Per Unit
1	CILLAFABRIC	CILLAFABRIC		

Documents [Compare with Previous Values](#)

Document Name	Original	Copies	
AIRDOC	3/5	2	<a href="#">View Clause</a>
INSDOC	5/8	3	<a href="#">View Clause</a>
INVDOC	4/8	6	<a href="#">View Clause</a>
MARDOC	0/0	0	<a href="#">View Clause</a>
OTHERDOC	0/0	0	<a href="#">View Clause</a>

Page 1 of 1 (1-5 of 5 items) ⏪ < 1 > ⏩

**58A**  
Additional conditions  
ddf ffgfghg

**48** Modified  
Documents to be presented within/beyond (noOfDays) days after the date of shipment but within validity of this credit. 19 Incoterms

Instruction [Compare with Previous Values](#)

Issuing Bank  
CITIGB2LNNN  
CITIBANK ENGLAND  
CITIGB2LNNN  
new tech area

**49G**  
Special Payment Conditions for Beneficiary  
dfffg fgfgggfgf amend

**49H**  
Special Payment Conditions for Bank Only  
gfggf fgfggf amend

**49**  
Confirmation Instructions

**78**  
Instructions to the Paying/Accepting/Negotiating Bank

**58A**  
Requested Confirmation Party

**72Z**  
Sender to Receiver Information Modified  
TELEBEN sdfdfdfg

**71D**  
Charges  
sdfdfdfg fgfggf amend

Charges Borne By Applicant

Back

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**Note:** The previous values of LC are displayed in Red so that user knows what has been changed.

## 11.7 Bills

This tab displays the list of Bills raised by the beneficiary.

20. Click **Bill** tab. The summary of all the Export Bills appears.

OR

Click **Back**.

The **View Export LC** screen appears.

OR

Click **Cancel** to cancel the transaction, The **Dashboard** appears.

## View Export LC - Bills

Viewer ATM/Branch English

futura bank

Welcome, OBDX Checker  
Last login 29 Apr 12:04 PM

View Export LC

LC Number 000ELAC200765001

View LC Details

Amendments

Bills

Attached Documents

Charges

Swift Messages

Advice

Banks

Negotiation Ref No	Negotiation Date	Status	Bill Amount
000EAY1200761001	16 Mar 2020		£12,000.00

Page 1 of 1 (1 of 1 items)

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## Field Description

Field Name	Description
<b>Initiate Bill</b>	Displays the link to initiate a new Bill linked to the Export LC.
<b>Negotiation Reference No.</b>	Displays the negotiation reference number of the Export Bill. Displays the link to view the Export Bill details. Refer <b>View Export Bill</b> .
<b>Negotiation Date</b>	Displays the date on which the Bill is negotiated.
<b>Status</b>	Displays the status of the Bill.
<b>Bill Amount</b>	Displays the Bill amount with currency for the LC.

21. Click on **Negotiation Reference No.** to view the Inward Bill details The **View Export Bill-General Bill** details linked to the LC number screen appears. Refer **View Export Bill**.

OR

Click **Initiate Bill** to initiate a new Bill linked to the Export LC.

OR

Click **Cancel** to cancel the transaction, The **Dashboard** appears.



## 11.8 Charges Commission & Taxes

This tab lists Charges, Commission and Taxes against LC such as LC making, SWIFT or amendment charges.

22. Click **Charges Commission & Taxes** tab to view the charges against LC.

OR

Click **Back**.

The **View Export Letter of Credit** screen appears.

OR

Click **Cancel** to cancel the transaction, The **Dashboard** appears.

### View Export Letter of Credit- Charges

The screenshot shows the 'View Export Letter of Credit' page for GOODCARE PLC. The LC Reference No. is PK2ELAC19081ASJV (ACTIVE). The LC Amount is £123,455.00 and the Date of Expiry is 20 Jun 2019. The 'Charges, Commissions & Taxes' tab is selected, displaying a table of charges and taxes.

LC Reference No.	Product	LC Amount	Date of Expiry
PK2ELAC19081ASJV <span style="color: green;">ACTIVE</span>	Export LC sight Non Revolving	£123,455.00	20 Jun 2019

Charges			
Account No	Description of Charges	Date	Amount
xxxxxxxxxxxx0018	Export Advice charges	22 Mar 2019	£100.00

Taxes			
Description of Taxes	Value Date	Transaction Date	Amount
No data to display.			

Commissions		
Commission for	Percentage	Amount
No data to display.		

Buttons: **Cancel** **Back**

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### Field Description

Field Name	Description
<b>Charges</b>	
<b>Account No.</b>	Displays the account number for levying Cancellation Charges / Export Advice Charges.

Field Name	Description
<b>Description of Charges</b>	Displays the reason/ narration of charges levied for various LC processes.
<b>Date</b>	Displays the date on which charges were levied.
<b>Amount</b>	Displays the amount charged for the process.
<b>Taxes</b>	
<b>Description of Taxes</b>	Displays the description taxes applicable.
<b>Value Date</b>	Displays the value date of the taxes.
<b>Transaction Date</b>	Displays the date on which the transaction is done.
<b>Amount</b>	Displays the amount of taxes.
<b>Commission</b>	
<b>Commission for</b>	Displays the commission charges in terms of percentage for the issued LC.
<b>Percentage</b>	Displays the percentage of LC charged as commission.
<b>Amount</b>	Displays the amount charged as commission.

## 11.9 SWIFT Messages

This tab lists and displays list of all SWIFT messages between both the parties. It allows the user to view and download the SWIFT messages generated for the selected Export LC.

23. Click **SWIFT Messages** tab. The summary of all the all SWIFT messages between both the parties appears.  
OR  
Click **Back**.  
The **View Export** Letter of Credit screen appears.  
OR  
Click **Cancel** to cancel the transaction, The **Dashboard** appears.

## View Export Letter of Credit- SWIFT Messages

View Export Letter Of Credit  
Test Corporate Inc | \*\*\*165

Initiate Amendment | Copy & Initiate

LC Reference No. 000ELAC20076ADI6 **ACTIVE**      Product Export LC sight Non Revolving      LC Amount £12,424.00

Date of Expiry 14 Jul 2020

Attached Documents	Message ID	Date	Description	Sending/Receiving Bank	Message Type	Action
Amendments	2332001528314429	16 Mar 2020	Advise of a Third Bank	CITIBANK IRELAND	710	Download
Bills	2332001528317279	16 Mar 2020	ACK of import LC	CITIBANK ENGLAND	730	Download

Page 1 of 1 (1-2 of 2 items) | < 1 >

Cancel Back

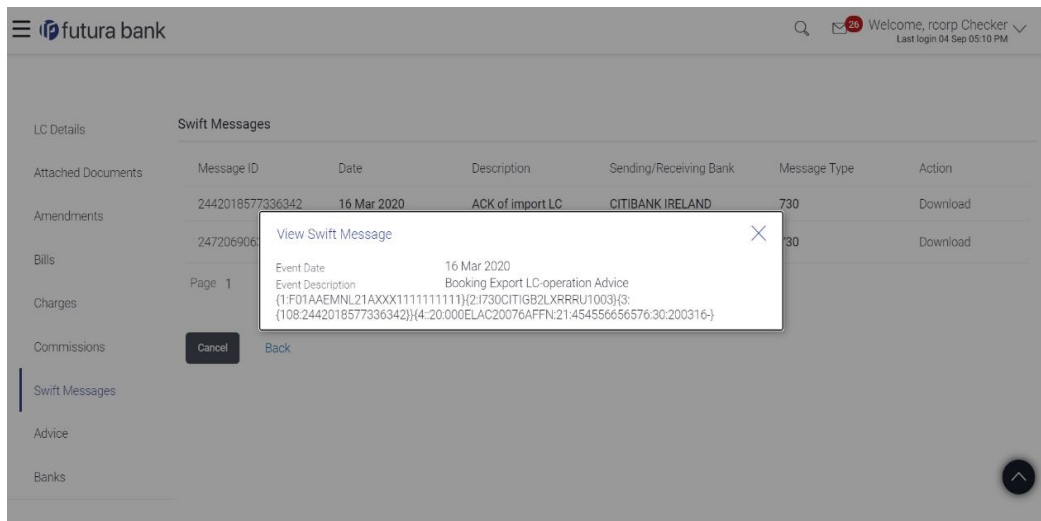
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## Field Description

Field Name	Description
<b>Message ID</b>	Unique identification number for the message.
<b>Date</b>	Date of sending advice.
<b>Description</b>	The SWIFT message detailed description.
<b>Sending/Receiving Bank</b>	This displays the name of bank who has sent/received the message.
<b>Message Type</b>	This shows the type of message sent/received such as MT700, MT 707 etc.
<b>Action</b>	The action to be taken that is to download the SWIFT details.


24. Click on the desired **Message ID** to view the respective SWIFT details.  
The SWIFT detail appears in popup window along with the event date and description.  
OR  
Click the Download link in the Action column of the SWIFT record to download the SWIFT messages in selected format, like PDF, if required. This is a password protected document.

## 11.9.1 SWIFT Messages Details



### Field Description

Field Name	Description
<b>Event Date</b>	Displays the event date.
<b>Event Description</b>	Displays the description of the event.
<b>Description</b>	The details of the SWIFT message.

- a. Click  to close the window.

## 11.10 Advices

This tab denotes all the Advices being exchanged. It allows the user to view and download the advices generated for the selected Export LC.

25. Click **Advices** tab. The summary of all the Advices being exchanged.

OR

Click **Back**.

The **View Export LC** screen appears.

OR

Click **Cancel** to cancel the transaction, The **Dashboard** appears.

## View Export LC - Advices

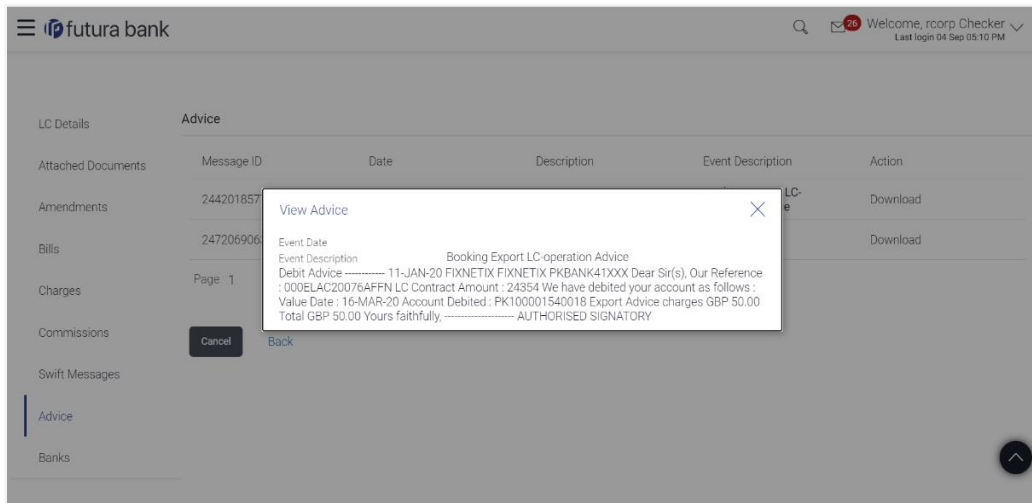
Message ID	Date	Description	Event Description	Action
2442018577344109		Debit Advice	Booking Export LC-operation Advice	Download
2472069063441294		Amendment of Export Credit	Amendment	Download

## Field Description

Field Name	Description
<b>Message ID</b>	Unique identification number for the message.
<b>Date</b>	Date of sending advice.
<b>Description</b>	The detail description of advice.
<b>Event Description</b>	Displays the description of the event.


26. Click on the desired Message ID to view the respective advice details.  
 The advice detail appears in popup window along with the event date and description.  
 OR  
 Click the **Download** link in the **Action** column of the SWIFT record to download the SWIFT messages in selected format, like PDF, if required.  
 This is a password protected document.

## 11.10.1 Advices Details



### Field Description

Field Name	Description
<b>Event Date</b>	Displays the event date.
<b>Event Description</b>	Displays the description of the event.
<b>Description</b>	The details of the advice.

- a. Click  to close the window.

## 11.11 Banks

This tab denotes the banks which are involved for other than for issuing purpose like Negotiating Bank, Confirming Bank, Advising through Bank etc.

27. Click **Bank** tab. The summary of all the banks which are involved in transactions other than issuing purpose.

OR

Click **Back**.

The **View Export LC** screen appears.

OR

Click **Cancel** to cancel the transaction, The **Dashboard** appears.

## View Export LC – Banks tab

## Field Description

Field Name	Description
<b>Reimbursing Bank</b>	
<b>SWIFT</b>	Displays the SWIFT Id of the Reimbursing Bank.
<b>Name</b>	Displays the name of the Reimbursing Bank.
<b>Address</b>	Displays the address of the Reimbursing Bank.
<b>Country</b>	Displays the country of the Reimbursing Bank.
<b>Confirming Bank</b>	
<b>SWIFT</b>	Displays the SWIFT Id of the Confirming Bank.
<b>Name</b>	Displays the name of the Confirming Bank.
<b>Address</b>	Displays the address of the Confirming Bank.
<b>Country</b>	Displays the country of the Confirming Bank.

Field Name	Description
<b>Advise Through Bank</b>	
<b>SWIFT</b>	Displays the SWIFT Id of the Advise Through Bank.
<b>Name</b>	Displays the name of the Advise Through Bank.
<b>Address</b>	Displays the address of the Advise Through Bank.
<b>Country</b>	Displays the country of the Advise Through Bank.

28. Click **Back**.

The **View Export LC** screen appears.

OR

Click **Cancel** to cancel the transaction, The **Dashboard** appears.

## FAQs

### 1. Can I see LCs which has expired?

Yes, you can look details of LCs which are expired, active, closed or on hold.

### 2. Can I see Bills linked to my LC?

Yes, on clicking Bills section, you will have a summary and link to attach Bills under the LC.

### 3. Why only certain Incoterms, documents or clauses coming, not the others?

It depends on the LC product chosen while creating; all these are dependent on the LC product.

### 4. How many amendments are possible and how to keep track?

Application will show you all the fields with their values and the amendments done to it. The details of amendments are displayed in the amendment section.

[Home](#)



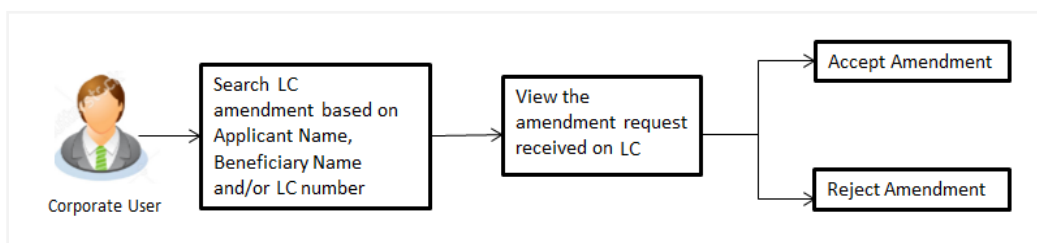
## 12. LC Customer Acceptance

User can search amendments under Export Letter of Credits using various parameters like Beneficiary Name, LC Number, and Applicant Name etc. The user can accept / reject LC Amendments. The amended value comes on the screen and the previous value is shown beneath the same field in red.

### Pre-Requisites

- User must have a valid corporate party Id and login credentials in place

### Workflow



### How to reach here:

*Dashboard > Toggle menu > Trade Finance > Letter of Credit > Export Letter of Credit > LC Amendment Acceptance > LC Customer Acceptance*

### To search LC Amendments:

1. Select the **LC Amendment** option.
2. Enter the search criteria, if required
3. Click **Search**.  
The **LC Amendment Acceptance** screen appears with the search results.  
OR  
Click **Reset** to reset the search criteria.  
OR  
Click **Cancel** to cancel the transaction. The **Dashboard** appears.

**LC Amendment Acceptance - Export LC Search Result**

The screenshot shows the Futura Bank interface for LC Amendment Acceptance. At the top, there is a navigation bar with the Futura Bank logo and user information: 'Welcome, rcorp Checker' and 'Last login 04 Sep 09:46 AM'. Below this, the page title is 'LC customer Acceptance' with a sub-header 'DEV Org | \*\*\*165'. The main section is titled 'Pending Acceptances' and includes a search bar and a dropdown menu for 'All Beneficiaries'. A table displays two pending acceptances:

Select	Amendment Number	Product Name	Applicant Name	LC Number	LC Amount	
<input type="checkbox"/>	1	Export Letter Of Credit	GOODCARE PLC	PK2ELAC19081ASJV	£127,455.00	<a href="#">View</a>
<input type="checkbox"/>	2	Export Letter Of Credit	Test Corporate Inc	000ELAC20076ADW2	£63,644.00	<a href="#">View</a>

Below the table, there is a pagination control showing 'Page 1 of 1 (1-2 of 2 items)' and navigation arrows. At the bottom of the table area, there are three buttons: 'Approve', 'Reject', and 'Cancel'. The footer contains the copyright notice: 'Copyright © 2006, 2020, Oracle and/or its affiliates. All rights reserved. | Security Information | Terms and Conditions'.

**Field Description**

Field Name	Description
<b>Search</b>	
<b>Beneficiary Name</b>	The name of the beneficiary of the Export LC.
<b>LC Number</b>	The Export LC number for which amendment request is received.
<b>Applicant Name</b>	The name of the applicant of the advised LC.
<b>Search Result</b>	
<b>Amendment Number</b>	The amendment number of the LC.
<b>Product Name</b>	The product of the LC for which amendment acceptance is required.
<b>Applicant Name</b>	The name of the LC applicant.
<b>LC Number</b>	The LC number against which amendment acceptance is required.
<b>LC Amount</b>	The amount of Export LC.

**LC Amendment Acceptance - Import LC Search Result****Field Description**

<b>Field Name</b>	<b>Description</b>
<b>Search Result</b>	
<b>Amendment Number</b>	The amendment number of the LC.
<b>Product Name</b>	The product of the LC for which amendment acceptance is required.
<b>Applicant Name</b>	The name of the LC applicant.
<b>LC Number</b>	The LC number against which amendment acceptance is required.
<b>LC Amount</b>	The amount of Export LC.

4. Click on the desired **View** link to view the amendment number of the LC.  
The amendment details appear.

## LC Amendment Acceptance - Amendment Details

Viewer ▼ ATM/Branch English ▼

29 Welcome, rcorp Checker ▼  
Last login 04 Sep 09:46 AM

View Export LC Amendment

DEV Org | \*\*\*165

LC Reference No.	Product	LC Amount	Date of Issue
PK2ELAC19081ASJV	Export LC sight Non Revolving	£123,455.00	22 Mar 2019

**LC Details** Compare with Previous Values

**51A** Modified

Applicant  
GOODCARE PLC  
Address  
12 King Street  
Country  
GREAT BRITAIN  
Date of Application

**31D** Modified

Date of Expiry  
20 Jun 2019

**32B** Modified

LC Amount  
£127,455.00

**39A** Modified

LC Amount Tolerance  
Under (%)  
0

Total Exposure  
£123,455.00

Payment Details  
**41A** Modified

Credit Available By  
Mixed Payment  
Credit Available With  
CITIGB2LNNN

Drafts  
No

**40A**

Type of Documentary Credit  
Revolving  
No  
Cumulative  
No  
Transferable  
No

**59**

Beneficiary Name  
DEV Org  
Address  
DEVCGB2LO00  
Gemini  
area no 21  
Country  
GB

**39C** Modified

Additional Amount Covered  
new amt coovered

**42C**

Drafts At

**Goods & Shipment** Compare with Previous Values

**43P** Modified

Partial Shipment  
Allowed

**44A** Modified

Place of Taking in Charge/Dispatch from  
sds a

**44F** Modified

Port of Discharge/Airport of Destination  
df a

**44C/44D** Modified

Shipment  
Date

**43T** Modified

Transshipment  
Allowed

**44E** Modified

Port of Loading/Airport of Departure  
dfdf a

**44B** Modified

Place of Final Destination/For Transportation  
csdsdsf a

Latest Shipment Date  
29 Mar 2019

Sr No	Goods	Description of Goods	Units	Price Per Unit
1	CILLAFABRIC	CILLAFABRIC		
2	COAL	COAL		

**Documents** [Compare with Previous Values](#)

Document Name	Original	Copies	
AIRDOC	5/7	3	<a href="#">View Clause</a>
INSDOC	6/8	4	<a href="#">View Clause</a>
INVDOC	4/7	2	<a href="#">View Clause</a>
MARDOC	6/9	3	<a href="#">View Clause</a>
OTHERDOC	0/0	0	<a href="#">View Clause</a>

Page 1 of 1 (1-5 of 5 items) ⏪ < 1 > ⏩

**58A**  
Additional conditions  
rww amount

**48**  
Documents to be presented within/beyond (noOfDays) days after the date of shipment but within validity of this credit.  
0

Incoterms

---

**Instruction** [Compare with Previous Values](#)

Issuing Bank  
CITIGB2LRRR  
CITIBANK IRELAND  
CITIGB2LRRR  
new diamond area

**49G**  
Special Payment Conditions for Beneficiary  
sdsds bene

**49**  
Confirmation Instructions Modified

**58A**  
Requested Confirmation Party  
COB

**72Z**  
Sender to Receiver Information  
PHONBEN skdsfffd

Charges Borne By Applicant

Back

**49H**  
Special Payment Conditions for Bank Only  
bank cond

**78**  
Instructions to the Paying/Accepting/Negotiating Bank

**71D**  
Charges  
new bene charge

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**Note:** For field details, refer section **Initiate LC Details** tab.

5. Click **Accept** to accept the amendment.  
OR  
Click **Reject** to reject the amendment.  
OR  
Click **Back**. The **LC Amendment Acceptance** screen with search result appears.  
OR  
Click **Cancel** to cancel the transaction. The **Dashboard** appears.
6. The success message initiation of LC Amendment Acceptance appears along with the reference number.
7. Click **Go to Dashboard**, to navigate to the dashboard.

[Home](#)

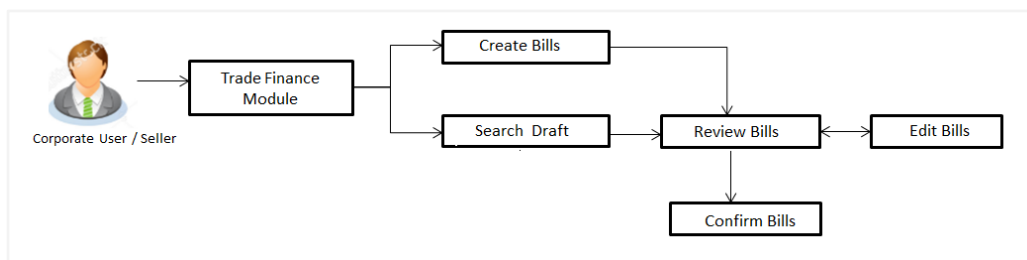
## 13. Initiate Bills

Using this option, user can initiate Bill in the application. It will be linked to a Letter of Credit.

### Pre-Requisites

- User must have a valid corporate party Id and login credentials in place

### Workflow



### User has two options to initiate Bills

- Using existing Drafts
- Initiating Bills ( New Application)

These are explained in detail underneath.

### How to reach here:

*Dashboard > Toggle menu > Trade Finance > Export Letter of Credit > Initiate Bills*

*OR*

*Dashboard > Trade Finance > Overview > Quick Links > Lodge Bill*

## 13.1 Search Bills Drafts


User can save Bills application as a Draft so that it can be used if required in future. User can search the saved Bill draft using Draft Name.

---

**Note:** Bill Application saved as **Draft** can be used only one time for Bill Application initiation.

---

### To search the Bill draft:

1. In the **Search** field, enter the draft name.
2. Click . The saved Bill draft appears based on search criteria.

## Bills Draft - Search Result

The screenshot shows the 'Initiate Bills' interface. At the top, there's a navigation bar with 'futura bank' logo, user information 'Welcome, OBDX Checker', and last login '30 Apr 12:08 PM'. Below the header, there's a search bar and a table of drafts. The table has two columns: 'Draft Name' and 'Saved On'. One row is visible with 'draft 1' and '30 Apr 2020'. Below the table, there's a 'Cancel' button and a footer with copyright information.

### Field Description

Field Name	Description
<b>Search Result</b>	
<b>Draft Name</b>	The name of the Bill application saved as draft.
<b>Saved On</b>	The date on which the draft was saved.

3. Click **Cancel** to cancel the transaction. The **Dashboard** appears.

## 13.2 Initiate a Bill

Using this option, you can initiate a Bill in the application. To initiate a Bill in the application, you must enter details such as your LC number, Parties details, and Bill details etc. You can also give specific instructions to bank.

### To initiate a Bill:

1. Click **Initiate Bills** on **Initiate Bills** screen.

## Initiate Bills

Viewer ATM/Branch English

futura bank Welcome, corp checker  
Last login 27 Nov 11:01 AM

### Initiate Bills

LC Number

[Lookup LC Number](#)

Bill Details

Party ID \*\*\*165

Branch *Please Select*

**Exporter Details**

Exporter Name  
DEV Org  
Address  
DEVGB2LOOO  
Gemini  
area no 21  
Country  
GREAT BRITAIN  
Application Date  
Customer Reference Number

**Importer Details**

Importer Name  
Address  
Country

Bank Reference Number

**Product Details**

Select Payment Type  
 Sight  Usance

Document Attached  
 Yes (Documentary)  No (Clean)

Product  
*Please Select*

Tenor  Base Date Description After Customs Clearance of Goods  Base Date 26 Nov 2020

Maturity Date 26 Nov 2020

Shipment Details

Instructions

Attachments

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[Back](#)

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## Field Description

Field Name	Description
LC Number	The LC reference number, which is attached to the Bill.
<b>Bills Details</b>	
Party ID	The party ID of applying party.



<b>Field Name</b>	<b>Description</b>
<b>Branch</b>	The bank branch where the Bills contract is to be created.
<b>Exporter Details</b>	
<b>Exporter Name</b>	The name of Exporter party.
<b>Address</b>	The address of Exporter party.
<b>Country</b>	The country of Exporter party.
<b>Application Date</b>	The date of the application.
<b>Customer Reference Number</b>	The user provided customer reference number for the transaction.
<b>Importer Details</b>	
<b>Importer Name</b>	The name of Importer party.
<b>Address</b>	The address of Importer party.
<b>Country</b>	The country of Importer party.
<b>Bank Reference Number</b>	The user provided bank reference number for the transaction.
<b>Product Details</b>	
<b>Select Payment Type</b>	The type of payment associated with the Bill. The options are: <ul style="list-style-type: none"> <li>• Sight</li> <li>• Usance</li> </ul>
<b>Document Attached</b>	It asks user if any document is a part of Bill. The options are: <ul style="list-style-type: none"> <li>• Yes (Documentary)</li> <li>• No (Clean)</li> </ul>
<b>Product</b>	Indicates the product type as coming from Host based on the input parameters (Payment/ LC linkage/Customer ID).
<b>Bill Amount Details</b>	
<b>Issuing Bank</b>	

Field Name	Description
<b>SWIFT Code</b>	The SWIFT code of issuing Bank.
<b>Issuing Bank Name</b>	The name of Bank who acts on behalf of Drawee.
<b>Address</b>	The address of Issuing Bank.
<b>Country</b>	The name of Issuing Bank's country.
<b>Bill Amount</b>	The Bill amount.
<b>Bill Currency</b>	The base currency in which Bill is originated.
<b>Tenor</b>	The tenor of the Bill.
<b>Base Date Description</b>	This depicts the base code and its description. It describes what the chosen base date for application is.
<b>Base Date</b>	The date to be considered as base date for Bill application.
<b>Maturity Date</b>	The tenor added to the base date, when the Bill ceases to exist.

2. In the **LC Number** field, enter the LC number attached to the Bill.  
OR  
Click the **Lookup LC Number** link to search the LC number.
3. Click **Verify** to verify the linkage of LC to the Bill.  
OR  
Click **Reset** to cancel the entered LC linkage.
  - a. If you select **No**, it is considered to be standalone Bill.
4. From the **Branch** list, select the appropriate option where the Bill has been made.
5. In the **Customer Reference Number** field in the **Parties** section, enter the user provided customer reference number.
6. In the **Bank Reference Number** field in the **Parties** section, enter the user provided bank reference number.
7. Select the appropriate option from **Select Payment Type** field.
8. Select the appropriate option from **Document Attached** field to confirm any documents as a part of Bill.
9. In the **Issuing Bank** field in the **Bill Amount Details** section, enter SWIFT code of Issuing Bank.
10. Click **Verify** to verify the details.  
The Issuing bank details appears.  
OR  
Click **Reset** to cancel entered details.
11. From the **Product** list, select the appropriate option.
12. From the **Base Date Description** list, select the appropriate option.

13. From the **Base Date** field, select the appropriate date.
14. Click **Continue** or click the **Shipment Details** tab.  
The **Shipment Details** tab appears in the **Initiate Bills** screen.  
OR  
Click **Initiate Bills**. The transaction is saved and the **Initiate Bills – Verify** screen appears.  
OR  
Click **Save As**, system allows transaction details to be saved as a draft. (For more details, refer **Save As Draft** section.)  
OR  
Click **Back** to go back to previous screen.  
OR  
Click **Cancel** to cancel the transaction, The **Dashboard** appears.

### 13.2.1 Initiate Bills - Shipment Details tab

This tab captures the **Shipment** details of the initiate Bills application process.

#### Initiate Bills - Shipment Details tab

Initiate Bills

LC Number  
000ELAC200762501

Bill Details

Shipment Details

Ship From: Mumbai  
Ship To: London  
Port of Loading: Mumbai  
Port of Discharge: London

Sr No	Goods	Description of Goods	Units	Price Per Unit
1	GATEGOD2	GATEGOD2	12000	£350.00

Instructions

Attachments


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#### Field Description

Field Name	Description
<b>Shipment From</b>	The place from where shipment will be done.

Field Name	Description
<b>Shipment To</b>	The place where goods will be offloaded from ship.
<b>Port of Loading</b>	The place of dispatch or loading on board of the goods.
<b>Port of Discharge</b>	The port of discharge of goods.
<b>Goods</b>	
Section to add or remove the goods for shipment.	
<b>Sr No</b>	The serial number of goods.
<b>Goods</b>	The type of good being shipped has to be chosen.
<b>Description of Goods</b>	The description of goods.
<b>Units</b>	The number of units of the goods
<b>Price Per Unit</b>	The price per unit of the goods.

15. In the **Shipment From** field, enter the name of the place where the goods are to be received.
16. In the **Shipment To** field, enter the name of the place for delivery of goods.
17. In the **Port of Loading** field, enter the place of dispatch or taking in charge of the goods or loading on board.
18. In the **Port of Discharge** field, enter the name of the place for delivery of goods.
19. In the **Goods** section,
  - a. From the **Goods** list, choose the desire goods being shipped.
  - b. In the **Description of Goods** field, enter the description of the goods traded under the LC.
  - c. In the **Units** field, enter the number of units of the selected good.
  - d. In the **Price Per Unit** field, enter the price per unit of the selected good.
  - e. Click the **Add Goods** link if you want to add more goods.  
OR  
Click  delete the goods record.
20. Click the **Documents** tab.
21. The **Documents** tab appears in the **Initiate Bills** screen.  
OR  
Click **Back** to go back to previous screen.  
OR  
Click **Cancel** to cancel the transaction, The **Dashboard** appears.

### 13.2.2 Documents tab

This tab is enabled if the user selects 'Yes' option in the 'Document Attached' field in the Bill Details section.

#### Documents tab

Initiate Bills

LC Number  
000ELAC20076ACCI  
[Reset](#)

Bill Details

Shipment Details

Documents

<input type="checkbox"/>	Document Name	Original (First Mail)	Copies (First Mail)	Original (Second Mail)	Copies (Second Mail)	Clause
<input checked="" type="checkbox"/>	Invoice	6 / 8	4	0 / 0	0	<a href="#">View Clause</a>
<input checked="" type="checkbox"/>	Sea Way	0 / 0	0	0 / 0	0	<a href="#">View Clause</a>
<input checked="" type="checkbox"/>	Air Way	5 / 7	4	0 / 0	0	<a href="#">View Clause</a>
<input checked="" type="checkbox"/>	Insurance	0 / 0	0	0 / 0	0	<a href="#">View Clause</a>
<input checked="" type="checkbox"/>	OTHERDOC	0 / 0	0	0 / 0	0	<a href="#">View Clause</a>

Page 1 of 1 (1-5 of 5 items) | [K](#) < 1 > [X](#)

Incoterms  
Carriage and Insurance Paid (To) (n... [v](#)

[Continue](#)

**Invoice Clauses**

Clause Description [v](#)

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Incoterms  
Carriage and Insurance Paid (To) (n... [v](#)

[Continue](#)

Instructions

Attachments

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[Initiate Bills](#) [Save As](#) [Cancel](#) [Back](#)

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## Field Description

Field Name	Description
<b>Documents</b>	
Documents list have the list of documents with check boxes to choose along with the number of original or copies submitted and clauses they cater too.	
<b>Selected</b>	Displays the documents that you have selected from the list.
<b>Document Name</b>	Name of the document to be uploaded for the bills.
<b>Original</b>	The required number of original documents required for the selected document. It is provided as m/n, where m out of available n documents would be submitted to bank.
<b>Copies</b>	The required number of copies required for the selected document.
<b>Clause</b>	The clauses maintained in the bank application for each of the document.
<b>View Clause</b>	The link to view the clause maintained in the bank application for each of the document.
<b>View Clause</b>	
This section appears if you select a document and click the View Clause link. In a blank clause, corporate user can enter the details to have a clause customized to his/her requirement.	
<b>Selected</b>	The clauses that you have selected from the Clause List. The selected clauses related documents are to be attached to the selected document.
<b>Clause</b>	The name of the clause.
<b>Clause Description</b>	The description and number of the selected clause.

22. Select the **Document List** check box to choose the number of original or copies submitted and clauses.  
In the **Document List** section, select the required document to be a part of the Initiated LC.
23. In the **Original** field, enter the number of originals required for the selected document.
24. In the **Copies** field, enter the number of copies required for the selected document.
25. In the **Clauses** section, list of clauses for each document will be listed and a checkbox is available against various clauses, user can choose amongst various clauses. Select the required clauses for each selected document.
  - a. In the **Clause Description** field, enter/ modify the description of the clause, if required.

- b. Click **OK**. The clause description are saved.  
OR  
Click **Reset** to reset and discard the changes.
26. From the **Incoterm** list, select the appropriate option.
27. Click **Continue** to save the details entered and proceeds to next level of details.
28. Click the **Instructions** tab. **Initiate Bills**
29. The Instructions tab appears in the **Initiate Bills** screen.
30. OR Click **Back** to go back to previous screen.  
OR  
Click **Cancel** to cancel the transaction, The Dashboard appears.

### 13.2.3 Initiate Bills - Instructions tab

This tab includes the miscellaneous information such as Charges Borne By, and Remarks.

#### Initiate Bills - Instructions tab

The screenshot shows the 'Initiate Bills' interface. At the top, there's a navigation bar with 'Viewer', 'ATM/Branch', and 'English'. Below that is the 'futura bank' logo and user information: 'Welcome, corp checker' and 'Last login 27 Nov 11:01 AM'. The main content area is titled 'Initiate Bills' and contains several sections:
 

- LC Number:** A text input field with a 'Verify' button and a 'Lookup LC Number' link.
- Bill Details:** A section with a checkmark and a dropdown arrow.
- Shipment Details:** A section with a checkmark and a dropdown arrow.
- Instructions:** A section with a checkmark and an upward arrow.
- Remarks:** A text input field with a 'Continue' button below it. A link 'View Charges' is also present.
- Attachments:** A section with a checkmark and a dropdown arrow.
- Terms & Conditions:** A checkbox labeled 'I accept the Terms & Conditions' which is checked.

 At the bottom, there are buttons for 'Initiate Bills', 'Save As', 'Cancel', and 'Back'. A footer contains copyright information: 'Copyright © 2006, 2020, Oracle and/or its affiliates. All rights reserved. | Security Information | Terms and Conditions'.

#### Field Description

Field Name	Description
Remarks	Any instructions provided to bank for creation of Bill is mentioned here.

31. In the **Remarks** field, enter the instructions provided to bank for creation of Bills.
32. Click the **View Charges** link to view the simulated charges.

33. Click **Continue** or click the **Attachments** tab.
34. Click **Back** to go back to previous screen.  
OR  
Click **Cancel** to cancel the transaction, The **Dashboard** appears.

### 13.2.4 Initiate Bills - Attachments tab

Displays the list of documents presented under the Import Bill. The lists on this tab are populated as per the chosen product from the Product list on the **Initiate Bills** tab.

#### Initiate Bills - Attachments tab


#### Field Description

Field Name	Description
<b>Documents List</b>	
	Documents list have the list of documents.
<b>Sr No</b>	The serial number of the document attached record list.
<b>Document ID</b>	Displays the unique identification number for the attached document.
	Displays the link to view the attached document



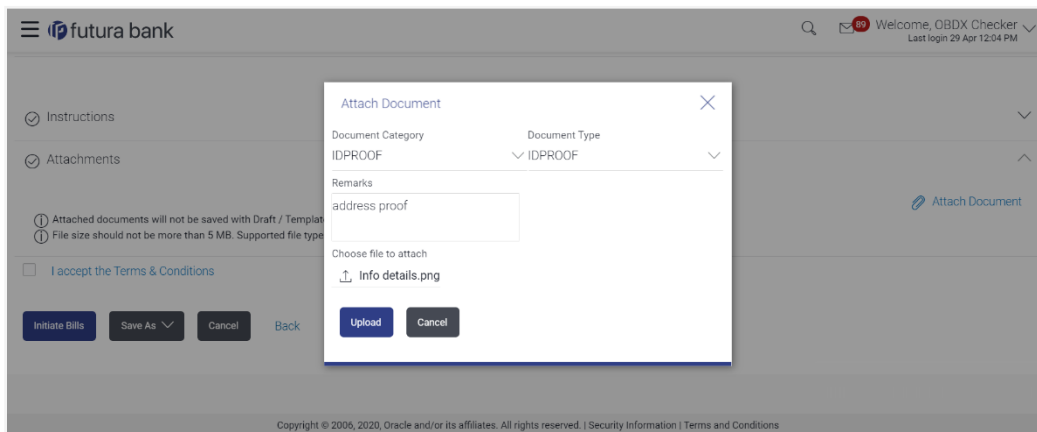
Field Name	Description
<b>Document Category</b>	The category of the document to be uploaded.
<b>Document Type</b>	The type of the document to be uploaded.
<b>Remarks</b>	Displays the notes added, if any, for attaching the document.
<b>Remove</b>	Allow user to remove the attached document.

35. The **Attach Documents** tab appears along with list of attached documents.

**Note:** Click  to remove the attached document.

36. Click **Attach Document** to upload the document.  
The **Attach Document** popup window appears.

### Initiate Bills - Attach Document popup



- a. From the **Document Category** select the appropriate option.
  - b. From the **Document Type** select the appropriate option.
  - c. In the **Remarks** field add notes for attaching documents.
  - d. Click **Choose File** to browse and select the required document present on your computer.
  - e. Click **Upload** to upload document. The **Attach Documents** tab appears along with list of attached documents.  
OR  
Click **Cancel** to cancel the transaction.
  - f. Click **Submit** to attach supporting documents.  
OR  
Click **Back** to go back to previous screen.  
OR  
Click **Cancel** to cancel the transaction. The **Dashboard** appears.
37. Select the **Terms and Conditions** checkbox to accept the Terms and Conditions.

38. Click **Initiate Bills**. The transaction is saved and the **Initiate Bills – Verify** screen appears.  
OR  
Click **Save As**, system allows transaction details to be saved as a draft. (For more details, refer **Save As Draft** section.)  
OR  
Click **Back** to go back to previous screen.  
OR  
Click **Cancel** to cancel the transaction, The **Dashboard** appears.
39. The verify screen appears. It displays all the sections with their respective fields with an option to edit them individually.  
Verify the details, and click **Confirm**.  
OR  
Click **Back** to go back to previous screen.  
OR  
Click **Cancel** to cancel the transaction.
40. The success message initiation of Bills appears along with the reference number. Click **OK** to complete the transaction.

### 13.3 Save As Draft

User can save Bills application as a Draft so that it can be completed in future. It can be re used only one time for Bills Application initiation. User can search the saved Bills draft using the draft name in search box. The saved drafts can be accessed from the **Draft** tab. The Bills applications, which were saved as draft can also be saved as template after adding all other necessary fields.

#### To save Bills application as draft:

1. Enter the required details in Bills application.
2. Click **Save As** and then select **Draft** option.

#### Save as Draft

#### Field Description

Field Name	Description
Draft Name	Name of the draft.

3. In the **Draft Name** field, enter the desired name for the draft.
4. Click **Save** to save the draft.  
The transaction details are saved as a draft which can be access from the **Draft** tab.  
OR  
Click **Cancel** to cancel the transaction.

---

Note: You cannot save Draft with an attachment.

---

[Home](#)

## 14. View Export Bill

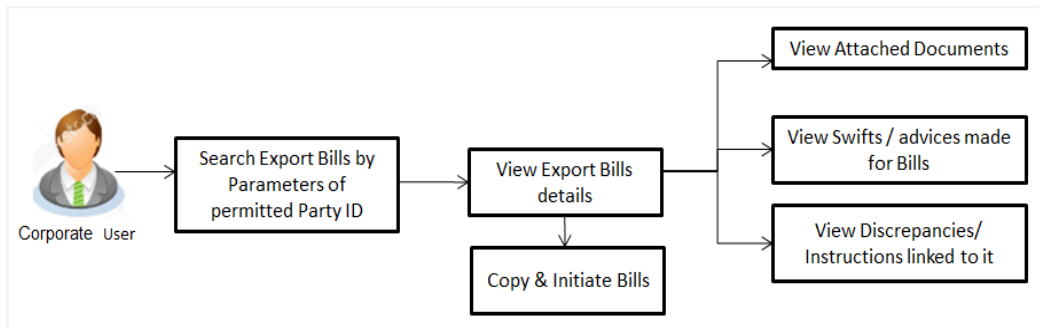
Using this option, you can search, view and download the details of the Export Bills presented under LC (Advised / Non - Advised by Bank).

You can perform search on the Bill reference number, Exporter name, Importer name, Bill amount, etc. and view the details of an individual Export Bill. The individual Export Bill details are shown under various tabs. The system provides Export Bill details such as Bill amount, Bill documents, status, discrepancies, parties to the Bill, bank details, bank instructions, etc. You can also download the Export Bill list in pdf format.

### Pre-Requisites

- User must have a valid login credentials
- User must have certain Export Bills presented under LC

### Workflow



### How to reach here:

*Dashboard > Toggle menu > Trade Finance > Export Letter of Credit > View Bills*

### To view Export Bill:

1. The **View Export Bill** screen appears.

## View Export Bill

## Field Description

Field Name	Description
<b>Bill Reference Number</b>	The name of Exporter party.
<b>Exporter</b>	The name of the Exporter under the Bill.
<b>Importer</b>	The name of party who is Importer.
<b>Bill Amount From</b>	The start of the Bill amount range used for searching the Bill.
<b>Bill Amount To</b>	The end of the Bill amount range used for searching the Bill.
<b>Bill Date From</b>	The start date of the Bill date range used for searching the Bill.
<b>Bill Date To</b>	The end date of the Bill date range used for searching the Bill.
<b>Status</b>	The current status of the Bill. The options are: <ul style="list-style-type: none"> <li>• Active</li> <li>• Hold</li> <li>• Cancelled</li> <li>• Liquidated</li> <li>• Closed</li> <li>• Reversed</li> </ul>

2. From the **Exporter Name** list, select the appropriate option.

- Click **Search**.  
The **View Export Bills** screen appears with the search results.  
OR  
Click **Reset** to reset the search criteria.  
OR  
Click **Cancel** to cancel the transaction.
- Click the **Download** link to download all or selected columns in the Export Bill details list. You can download the list in PDF formats.

### View Export Bill – Search Result

The screenshot displays the 'View Export Bill' interface for 'futura bank'. The search criteria are: Bill Reference Number (empty), Exporter Name (All Parties), Bill Amount Range (All), Status (Please Select), Importer Name (empty), and Bill Date Range (empty). The search results table is as follows:

Bill Reference Number	Importer Name	Export Name	Release Against	Transaction Date	Bill Amount	Status
PK1EAY1200110001	FIXNETIX	NATIONAL FREIGHT CORP	OUTGOING USANCE CLEAN BILLS UNDER LC ON ACCEPTANCE	11 Jan 2020	GBP1,100.00	ACTIVE
PK1ESUN200110001	FIXNETIX	NATIONAL FREIGHT CORP	OUTGOING DOCUMENTARY SIGHT BILLS UNDER LC ON NEGOTIATION	11 Jan 2020	GBP100.00	ACTIVE
PK1ESUC200110001	FIXNETIX	NATIONAL FREIGHT CORP	OUTGOING DOCUMENTARY SIGHT BILLS UNDER LC ON COLLECTION	11 Jan 2020	GBP100.00	ACTIVE
PK1EAY1200111001	FIXNETIX	NATIONAL FREIGHT CORP	OUTGOING USANCE CLEAN BILLS UNDER LC ON ACCEPTANCE	11 Jan 2020	GBP1,100.00	ACTIVE
PK1EAY1200111502	FIXNETIX	NATIONAL FREIGHT CORP	OUTGOING USANCE CLEAN BILLS UNDER LC ON ACCEPTANCE	11 Jan 2020	GBP1,100.00	ACTIVE
PK1EAY1200111503	FIXNETIX	NATIONAL FREIGHT CORP	OUTGOING USANCE CLEAN BILLS UNDER LC ON ACCEPTANCE	11 Jan 2020	GBP1,100.00	ACTIVE
PK1EAY1200111501	FIXNETIX	NATIONAL FREIGHT CORP	OUTGOING USANCE CLEAN BILLS UNDER LC ON ACCEPTANCE	11 Jan 2020	GBP1,100.00	ACTIVE
PK1EAY1200112007	FIXNETIX	NATIONAL FREIGHT CORP	OUTGOING USANCE CLEAN BILLS UNDER LC ON ACCEPTANCE	11 Jan 2020	GBP200.00	ACTIVE
PK1EAY1200112501	FIXNETIX	NATIONAL FREIGHT CORP	OUTGOING USANCE CLEAN BILLS UNDER LC ON ACCEPTANCE	11 Jan 2020	GBP100.00	ACTIVE
PK1EAY1200112503	FIXNETIX	NATIONAL FREIGHT CORP	OUTGOING USANCE CLEAN BILLS UNDER LC ON ACCEPTANCE	11 Jan 2020	GBP100.00	LIQUIDATED

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All authorized and on hold transactions are listed here. Others will be listed once approved. Please contact the bank for details.

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### Field Description

Field Name	Description
<b>Bill Reference Number</b>	The Bill reference number. Displays the link to view the Export Bill details.
<b>Importer Name</b>	The name of the Importer of the Export Bill.

Field Name	Description
<b>Exporter Name</b>	The name of the exporter of the Export Bill.
<b>Release Against</b>	The product name of the Export Bill.
<b>Transaction Date</b>	The transaction date of the Export Bill.
<b>Bill Amount</b>	The Export Bill amount.
<b>Status</b>	The status of the Export Bill.

- Click the required link in the **Bill Reference Number** column. The **View Export Bills** screen appears with the details of the selected Export Bill. By default, the **View Bill Details–General Bill Details** tab appears.

## 14.1 View Bill Details

It shows linked to a LC with the LC number if the Bill is linked to LC, and also suggests the status of Bill (viz. Active)

- Click **View Bill Details** tab.  
OR  
Click **Back** to navigate back to previous screen.

## View Bill Details

futura bank


 Welcome, corp checker  
Last login 23 Nov 10:53 PM

---

View Export Bill Under LC  
DEV Org | \*\*\*165 [Settle Bill](#)

Bill Number	Linked to LC	Outstanding Amount	Maturity Date
000EUUD200761002 <span style="color: green; font-weight: bold;">ACTIVE</span>	000ELAC20076ACCJ <span style="color: green; font-weight: bold;">ACTIVE</span>	£2,000.00	15 Apr 2020

View Bill Details

#### Exporter & Importer Details

Field	Exporter Name	Importer Name
Discrepancies	DEV Org	Test Corporate Inc
Charges, Commissions & T	Address	Address
	DEVCG2L000 Gemini area no 21	FOFYFO 5659 LGIIGI 6569 LGIUGLIGI 6596
SWIFT Messages	Country	Country
Advice	Application Date	GREAT BRITAIN
	Customer Reference Number	Bank Reference Number
	NONE	

#### Product Details

Field	Value	Document Attached
Payment Type	USANCE	No
Product	EUUD OUTGOING DOCUMENTARY USANCE BILLS UNDER LC ON DISCOUNT	Tenor 30
Base Date Description	After Customs Clearance of Goods	Base Date 16 Mar 2020
Maturity Date	15 Apr 2020	

#### Bill Amount Details

Field	Value
Issuing Bank	Bill Amount
CITIGB2LNNN	£2,000.00
Address	
CITIBANK ENGLAND CITIGB2LNNN new tech area	

#### Goods & Shipment

Shipment From	Shipment To			
Port of Loading	Port of Discharge			
Goods				
Sr No	Goods	Description of Goods	Units	Price Per Unit
No data to display.				

#### Instruction

Remarks

[Settle](#)
[Back](#)

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## Field Description

Field Name	Description
<b>Party ID</b>	The party ID of customer which is sending Export Bill.
<b>Branch</b>	The bank branch where your Export Bill was raised and LC was created.
<b>Bill Number</b>	Displays the bill number of the LC.



<b>Field Name</b>	<b>Description</b>
<b>Linked to LC</b>	Displays the reference number of the LC.
<b>Outstanding Amount</b>	The outstanding amount of the Import Bill.
<b>Maturity Date</b>	The maturity date of the Import Bill.
<b>Exporter Name</b>	The name of the Exporter of the Export Bill. He is the creator of Bill.
<b>Address</b>	The address of the Exporter of the Export Bill.
<b>Country</b>	The country of the Exporter of the Export Bill.
<b>Customer Reference Number</b>	The user provided customer reference number for the transaction.
<b>Importer Name</b>	The name of the Importer of Bill.
<b>Address</b>	The address of the Importer of the Export Bill.
<b>Country</b>	The country of the Importer of the Export Bill.
<b>Bank Reference Number</b>	The user provided bank reference number for the transaction.
<b>Product Details</b>	
<b>Payment Type</b>	The type of payment associated with the Bill. it can be: <ul style="list-style-type: none"> <li>• Sight</li> <li>• Usance</li> </ul>
<b>Document Attached</b>	It asks user if documents are a part of Bill. It can be: <ul style="list-style-type: none"> <li>• Yes (Documentary)</li> <li>• No (Clean)</li> </ul>
<b>Product</b>	The product of the Export Bill.
<b>Product Operation</b>	The name of the product operation.
<b>Bill Amount Details</b>	
<b>Issuing Bank</b>	

<b>Field Name</b>	<b>Description</b>
<b>SWIFT Code</b>	The SWIFT code of issuing Bank.
<b>Issuing Bank Name</b>	The name of Bank who acts on behalf of Drawee.
<b>Address</b>	The address of Issuing Bank.
<b>Country</b>	The name of Issuing Bank's country.
<b>Bill Amount</b>	The Bill amount with base currency in which Bill is originated.
<b>Goods &amp; Shipment</b>	
<b>Shipment From</b>	The place from where shipment will be done.
<b>Shipment To</b>	The place of delivery of goods.
<b>Port of Loading</b>	The place of dispatch or loading on board of the goods.
<b>Port of Discharge</b>	The port of discharge of goods.
<b>Goods</b>	The types of good which are sent and whose Bill are getting linked.
<b>Goods</b>	Section to add or remove the goods for shipment.
<b>Goods</b>	The type of good being shipped has to be chosen.
<b>Description of Goods</b>	The description of goods.
<b>Units</b>	The number of units of the goods
<b>Price Per Unit</b>	The price per unit of the goods.
<b>Instructions</b>	
<b>Remarks</b>	Any instructions provided to bank is mentioned here.

## 14.2 Discrepancies

Displays the list of the list of identified discrepancies. It is applicable only if it is linked to a LC.

2. Click **Discrepancies** tab.  
The **Discrepancies** tab appears in the **View Export Bill** screen.  
OR  
Click **Back**.  
The **View Export Bill** screen appears.  
OR  
Click **Cancel** to cancel the transaction.

### View Export Bill – Discrepancies tab

View Export Bill Under LC

Bill Number 000EAY1200762001

Received Date	Description	Status	Resolved Date	Approved Date
2019-03-22T00:00:00	AIRCRAFT CARRIER ORIGINAL DOCUMENT DETAILS NOT SUBMITTED	Resolved	2019-03-22T00:00:00	
2019-03-22T00:00:00	BILL IS BOOKED UNDER A LC THAT WILL EXPIRE BEFORE BILL MATURITY DATE	Resolved	2019-03-22T00:00:00	

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### Field Description

Field Name	Description
<b>Received Date</b>	Displays the date on which the discrepancy has been identified and received by the host.
<b>Description</b>	Displays the description of discrepancy in the Bill.
<b>Status</b>	Displays the whether the discrepancy is resolved or not as on date.
<b>Resolved Date</b>	Displays the resolved date if the discrepancy is resolved.
<b>Approved Date</b>	Displays the approved date of the discrepancy.

## 14.3 Charges, Commission & Taxes

This tab lists charges, Commission and Taxes against bill.

- Click **Charges, Commissions & Taxes** tab.  
The **Charges, Commissions & Taxes** tab appears in the **View Export Bill** screen.  
OR  
Click **Back**.  
The **View Export Bill** screen appears.  
OR  
Click **Cancel** to cancel the transaction.

### Field Description

Field Name	Description
------------	-------------

#### Charges

<b>Account No.</b>	Debit account number of the applicant.
--------------------	--

<b>Description of Charges</b>	Displays the description charges applicable.
-------------------------------	--

<b>Date</b>	Displays the date on which charges are applicable.
-------------	--

<b>Amount</b>	Displays the amount of charges.
---------------	---------------------------------

#### Taxes

<b>Description of Charges</b>	Displays the description charges applicable.
-------------------------------	--

<b>Value Date</b>	Displays the value date of the taxes.
-------------------	---------------------------------------

Field Name	Description
<b>Transaction Date</b>	Displays the date on which the transaction is done.
<b>Amount</b>	Displays the amount of taxes.
<b>Commissions</b>	
<b>Commission for</b>	Displays the all commissions charged by bank.
<b>Percentage</b>	Displays the percentage of LC charged as commission.
<b>Amount</b>	Displays the amount of commission.

## 14.4 SWIFT Messages

These lists and displays list of all SWIFT messages between both the parties.

- Click **SWIFT Messages** tab.  
The **SWIFT Messages** tab appears in the **View Export Bill** screen.  
OR  
Click **Back**.  
The **View Export Bill** screen appears.  
OR  
Click **Cancel** to cancel the transaction.

### View Export Bill – SWIFT Messages tab

The screenshot shows the 'View Export Bill Under LC' interface. At the top, there's a navigation bar with 'Viewer', 'ATM/Branch', and 'English' dropdowns. Below that is the Futura Bank logo and a search bar. The main content area shows 'View Export Bill Under LC' with 'DEV Org | \*\*\*165' and a 'Settle Bill' link. Below this is a summary table:

Bill Number	Linked to LC	Outstanding Amount	Maturity Date
000EUUD200761002 <b>ACTIVE</b>	000ELAC20076ACCJ <b>ACTIVE</b>	£2,000.00	15 Apr 2020

Below the summary table, there are tabs for 'View Bill Details' and 'SWIFT Messages'. The 'SWIFT Messages' tab is active, showing a table of messages:

Discrepancies	Message ID	Date	Description	Sending/Receiving Bank	Message Type	Action
Charges, Commissions &	2342030103576712	16 Mar 2020	Amendment of Instructions Advice	CITIBANK ENGLAND	799	Download

At the bottom of the SWIFT Messages table, there is a pagination control: 'Page 1 of 1 (1 of 1 items)' with navigation arrows and a '1' in a box.

## Field Description

Field Name	Description
<b>Message ID</b>	Unique identification number for the message.
<b>Date</b>	Date of sending advice.
<b>Description</b>	The SWIFT message detailed description.
<b>Sending/Receiving Bank</b>	This displays the name of bank who has sent/received the message
<b>Message Type</b>	This shows the type of message sent/received such as MT 740etc
<b>Action</b>	The action to be taken that is to download the SWIFT details.

- Click on the desired Message ID to view the respective SWIFT details. The SWIFT detail appears in popup window along with the event date and description.
- Click the Download link against the advice to download the advice in selected format like PDF formats, if required.

### 14.4.1 SWIFT Messages Details


The screenshot shows the Futura Bank interface with a 'View Swift Message' popup window. The popup displays the following details:

- Event Date: 01 Jan 2014
- Event Description: Liquidation of a BC Contract
- DEBIT ADVICE: DATE: BRANCHDATE PAGE: PG CUSTOMER NAME ADDRESS1 ADDRESS2 ADDRESS3 ADDRESS4 PAGE: PG CUSTOMER ID: CUSTOMER ACCOUNT ACCOUNT OUR REFERENCE NO: CONTRACTREFNO USER REFERENCE NO: USERREFNO WE HAVE EXECUTED THE FOLLOWING TRANSACTION ON YOUR BEHALF: VALUE DATE CCY AMOUNT
- VALUE-DATE CCY SETTLEMENT-AMT AMOUNTINWORDS
- A/C NO: GBP BILL LIQUIDATION CHARGES GBP 100.00 DEBITED AMOUNT: GBP 100.00 FOR BRANCHNAME AUTHORIZED SIGNATORY

The background interface shows a 'View Export Bill Under LC' page with a table of SWIFT messages. The message ID 234203010 is selected, and the 'Download' link is visible.

## Field Description

Field Name	Description
<b>Event Date</b>	Displays the event date.
<b>Event Description</b>	Displays the description of the event.
<b>Description</b>	The details of the SWIFT message.

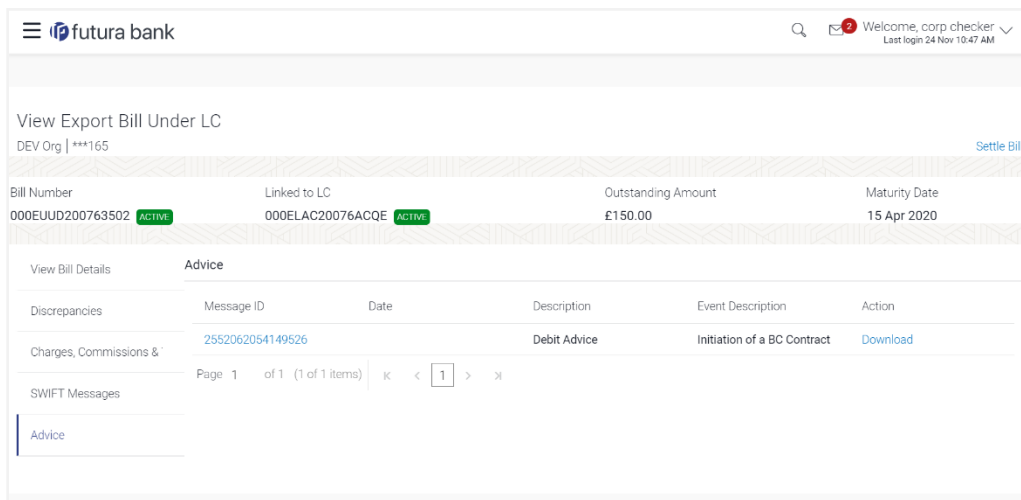
- a. Click  to close the window.

## 14.5 Advices

This tab denotes all the Advices being exchanged. It allows the user to view and download the advices generated for the selected Export Bill.

7. Click **Advices** tab. The summary of all the Advices being exchanged.  
OR  
Click **Back**.  
The **View Export Bill** screen appears.  
OR  
Click **Cancel** to cancel the transaction.

### View Export Bill - Advices



### Field Description

Field Name	Description
<b>Message ID</b>	Unique identification number for the message.
<b>Date</b>	Date of sending advice.
<b>Description</b>	The detail description of advice.
<b>Event Date</b>	Displays the event date.
<b>Action</b>	The action to be taken that is to download the SWIFT details.


8. Click on the desired Message ID to view the respective advice details.  
The advice detail appears in popup window along with the event date and description.

- Click the **Download** link against the advice to download the advice in selected format like PDF formats, if required.

### 14.5.1 Advices Details

#### Field Description

Field Name	Description
<b>Event Date</b>	Displays the event date.
<b>Event Description</b>	Displays the description of the event.
<b>Description</b>	The details of the advice.

- Click  to close the window.

## 14.6 Loans

This denotes all the see all the linked loans account with the corresponding Loan amount.

- Click **Loans** tab. The summary of all the linked loans account along with the amount appears.  
OR  
Click **Back**.  
The **View Import Bill** screen appears.  
OR  
Click **Cancel** to cancel the transaction. The **Dashboard** appears.



## View Import Bill - Loans

View Export Bill Under LC  
PREETHIS | \*\*\*153 [Settle Bill](#)

Bill Number	Linked to LC	Outstanding Amount	Maturity Date
PK1EAY1200112501 <span>ACTIVE</span>	PK1ELCT200112502 <span>ACTIVE</span>	GBP100.00	10 Feb 2020

View Bill Details

Loans		
Discrepancies	Loan Account No	Loan Amount
Charges & Taxes	xxxxxxxxxxxx0022	GBP42,500.00

SWIFT Messages

Advice

Loans

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## Field Description

Field Name	Description
<b>Loan Account No.</b>	The linked loans account.
<b>Loan Amount</b>	The loan amount of the linked loan account.

**FAQs****1. Where can I see if my Bill is linked to any LC?**

On the top of the view screen, the linked LC number is provided. In case user wants to view more about LC, view LC module can be used.

**2. Why is approved date blank in discrepancies?**

In cases where approvals for discrepancies are yet to be received, they remain blank.

[Home](#)

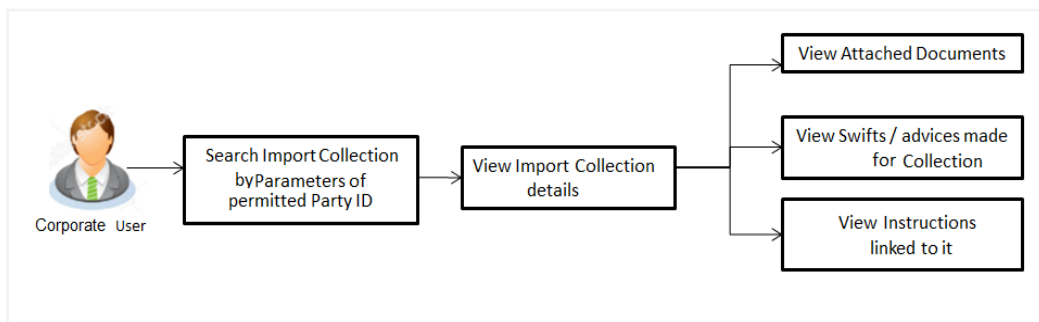
## 15. View Import Collection

Using this option, you can view the details of existing Import Collection in the application. You can search the required Import Collection using different search criteria and download the Import Collection list in different file formats.

### Pre-Requisites

- User must have a valid corporate party Id and login credentials in place
- At least a single Import Collection should exist for the party ID and party must having view rights for it

### Workflow



### How to reach here:

*Dashboard > Toggle menu > Trade Finance > Collection > Import Collection > View Import Collection*

### To view Import Collection:

1. The **View Import Collection** screen appears.

### View Import Collection

The screenshot shows the 'View Import Collection' interface for 'GOODCARE PLC | \*\*\*044'. The page includes a search form with the following fields:

- Collection Reference Number:** A text input field.
- Status:** A dropdown menu with the option 'Please Select'.
- Drawee:** A dropdown menu with the option 'All Parties'.
- Collection Amount:** A range selector with 'All' selected, and 'From' and 'To' input fields.
- Collection Issuing Date:** A date range selector with 'From' and 'To' input fields.

At the bottom of the search form are 'Search' and 'Reset' buttons. The top navigation bar shows 'futura bank' and user information: 'Welcome, Acme Corporation Checker' and 'Last login 24 Feb 06:03 PM'. The footer contains copyright information: 'Copyright © 2006, 2020, Oracle and/or its affiliates. All rights reserved | Security Information | Terms and Conditions'.

**Field Description**

<b>Field Name</b>	<b>Description</b>
<b>Collection Reference Number</b>	The Import Collection reference number.
<b>Status</b>	The current status of the Collection. The options are: <ul style="list-style-type: none"> <li>• Active</li> <li>• Hold</li> <li>• Cancelled</li> <li>• Liquidated</li> <li>• Closed</li> <li>• Reversed</li> </ul>
<b>Drawee</b>	The name of drawee. He is the receiver of Collection.
<b>Drawer</b>	The name of the drawer under the Collection.
<b>Collection Amount From</b>	The start of the Collection amount range used for searching the Collection.
<b>Collection Amount To</b>	The end of the Collection amount range used for searching the Collection.
<b>Collection Date From</b>	The start date of the Collection date range used for searching the Collection.
<b>Collection Date To</b>	The end date of the Collection date range used for searching the Collection.

2. From the **Drawee** list, select the appropriate option. Displays the all-party name mapped to user.
3. Click **Search**.  
The **View Import Collection** screen appears with the search results.  
OR  
Click **Clear** to reset the search criteria.  
OR  
Click **Cancel** to cancel the transaction. The Dashboard appears.
4. Click the **Download** link to download the Import Collection details list. You can download the list in PDF formats.

## View Import Collection – Search Result

View Import Collection  
GOODCARE PLC | \*\*\*044

Collection Reference Number: \_\_\_\_\_ Status: *Please Select*

Drawee:  Drawer: \_\_\_\_\_

Collection Amount: *All*  *To*

Collection Issuing Date: *From*  *To*

[Download](#)

Collection Reference Number	Drawer	Drawee	Release Against	Transaction Date	Status	Collection Amount
PK1YACR200110002	FIXNETIX	NATIONAL FREIGHT CORP	INCOMING USANCE CLEAN BILLS NOT UNDER LC ON ACCEPTANCE	11 Jan 2020	ACTIVE	GBP1,000.00
PK1DOC1200110001	FIXNETIX	NATIONAL FREIGHT CORP	INCOMING USANCE DOCUMENTRY BILLS NOT UNDER LC ON ACCEPTANCE	11 Jan 2020	ACTIVE	GBP1,000.00
PK1YACR200110504	FIXNETIX	NATIONAL FREIGHT CORP	INCOMING USANCE CLEAN BILLS NOT UNDER LC ON ACCEPTANCE	11 Jan 2020	ACTIVE	GBP1,000.00
PK1YACR200111502	FIXNETIX	NATIONAL FREIGHT CORP	INCOMING USANCE CLEAN BILLS NOT UNDER LC ON ACCEPTANCE	11 Jan 2020	ACTIVE	GBP1,000.00
PK1IAN2200113502	FIXNETIX	NATIONAL FREIGHT CORP	INCOMING USANCE DOCUMENTRY BILLS NOT UNDER LC ON ACCEPTANCE	11 Jan 2020	ACTIVE	GBP1,000.00
PK1IAN2200113506	FIXNETIX	NATIONAL FREIGHT CORP	INCOMING USANCE DOCUMENTRY BILLS NOT UNDER LC ON ACCEPTANCE	11 Jan 2020	ACTIVE	GBP1,000.00
PK1IAN2200113507	FIXNETIX	NATIONAL FREIGHT CORP	INCOMING USANCE DOCUMENTRY BILLS NOT UNDER LC ON ACCEPTANCE	11 Jan 2020	ACTIVE	GBP1,000.00
PK1IAN2200113515	FIXNETIX	NATIONAL FREIGHT CORP	INCOMING USANCE DOCUMENTRY BILLS NOT UNDER LC ON ACCEPTANCE	11 Jan 2020	ACTIVE	GBP1,000.00
PK1DOC1200110003	FIXNETIX	NATIONAL FREIGHT CORP	INCOMING USANCE DOCUMENTRY BILLS NOT UNDER LC ON ACCEPTANCE	11 Jan 2020	ACTIVE	GBP1,000.00
PK1YACR200111501	FIXNETIX	NATIONAL FREIGHT CORP	INCOMING USANCE CLEAN BILLS NOT UNDER LC ON ACCEPTANCE	11 Jan 2020	ACTIVE	GBP1,000.00

Page 1 of 93 (1-10 of 926 items)      ...

ⓘ All authorized and on hold transactions are listed here. Others will be listed once approved. Please contact the bank for details.

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## Field Description

Field Name	Description
<b>Collection Reference Number</b>	The Collection reference number. Displays the link to view the Import Collection details.
<b>Drawer</b>	The name of the drawer of the Import Collection.
<b>Drawee</b>	The name of the drawee of the Import Collection.
<b>Release Against</b>	The product name of the Import Collection.
<b>Transaction Date</b>	The transaction date of the Import Collection.
<b>Status</b>	The status of the Import Collection.
<b>Collection Amount</b>	The Import Collection amount.

- Click the required link in the **Collection Reference Number** column. The **View Import Collection** screen appears with the details of the selected Import Collection. By default, the **View Collection Details– General Collection Details** tab appears.

## 15.1 View Collection Details

- Click **View Collection Details** tab.  
OR  
Click **Back** to navigate back to previous screen.

### View Collection Details

Viewer ▼ ATM/Branch ▼ English ▼

🔍 ✉️ Welcome, Acme Corporation Checker  
Last login: 24 Feb 06:03 PM ▼

View Import collection

Collection Number PK1YACR200110504 <span style="color: green; font-weight: bold; font-size: 0.8em;">Active</span>	Outstanding Amount GBP1,000.00	Maturity Date 16 Mar 2019
--	-----------------------------------	------------------------------

View Collection Details

Drawer & Drawee Details

Charges & Taxes	Drawer Name FIXNETIX Address	Drawee Name PREETHIS Address
SWIFT Messages	PKBANK41XXX Country GREAT BRITAIN	PKBANK31XXX Country GREAT BRITAIN
Advice	Application Date 11 Jan 2020 Customer Reference Number sertsert	Bank Reference Number

Product Details

Payment Type USANCE Product INCOMING USANCE CLEAN BILLS NOT UNDER LC ON ACCEPTANCE Base Date Description	Document Attached No Tenor 64 Base Date 11 Jan 2019
Maturity Date 16 Mar 2019	

Collection Amount Details

Remitting Bank Address	Collection Amount GBP1,000.00
---------------------------	----------------------------------

Goods & Shipment

Shipment From Port of Loading Goods	Shipment To Port of Discharge								
<table style="width: 100%; border-collapse: collapse; font-size: 0.7em;"> <thead> <tr> <th style="width: 30%;">Goods</th> <th style="width: 40%;">Description of Goods</th> <th style="width: 15%;">Units</th> <th style="width: 15%;">Price Per Unit</th> </tr> </thead> <tbody> <tr> <td colspan="4">No data to display.</td> </tr> </tbody> </table>	Goods	Description of Goods	Units	Price Per Unit	No data to display.				
Goods	Description of Goods	Units	Price Per Unit						
No data to display.									

Instruction

Remarks
---------

[Back](#)

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**Field Description**

<b>Field Name</b>	<b>Description</b>
<b>Collection Number</b>	The Import Collection number.
<b>Outstanding Amount</b>	The outstanding amount of the import collection.
<b>Maturity Date</b>	The maturity date of the import collection.
<b>Drawer and Drawee Details</b>	
<b>Drawer Name</b>	The name of the drawer of the Import Collection. He is the one who uploads Collection.
<b>Address</b>	The address of the drawer of the Import Collection.
<b>Country</b>	The country of the drawer of the Import Collection.
<b>Customer Reference Number</b>	The user provided customer reference number for the transaction.
<b>Drawee Details</b>	
<b>Drawee Name</b>	The name of person who is receiving Collection to be settled.
<b>Address</b>	The address of the drawee of the Import Collection.
<b>Country</b>	The country of the drawee of the Import Collection.
<b>Bank Reference Number</b>	The user provided bank reference number for the transaction.
<b>Product Details</b>	
<b>Payment Type</b>	The type of payment associated with the Collection. it can be: <ul style="list-style-type: none"> <li>• Sight</li> <li>• Usance</li> </ul>
<b>Document Attached</b>	It asks user if any documents a part of Collection. It can be: <ul style="list-style-type: none"> <li>• Yes (Documentary)</li> <li>• No (Clean)</li> </ul>
<b>Product</b>	The product of the Import Collection.

<b>Field Name</b>	<b>Description</b>
<b>Tenor</b>	The tenor of the Collection.
<b>Base Date Description</b>	It is the description of the chosen base date.
<b>Base Date</b>	The date to be considered as base date for Collection application. It is number of days for the tenor from the base date.
<b>Maturity Date</b>	The maturity date of the Import Collection.
<b>Collection Amount Details</b>	
<b>Remitting Bank</b>	The name of the remitting bank of the Import Collection.
<b>Address</b>	The address of the remitting bank of the Import Collection.
<b>Country</b>	The country of the remitting bank of the Import Collection.
<b>Collection Amount</b>	Displays the amount of the Import Collection.
<b>Outstanding Amount</b>	The outstanding amount of the Import Collection.
<b>Settlement Date</b>	The settlement date of the Import Collection.
<b>Acceptance Date</b>	The acceptance date of the Import Collection.
<b>Goods &amp; Shipment</b>	
<b>Shipment From</b>	The Place of Receipt from where shipment will be done.
<b>Shipment To</b>	The place of delivery of goods.
<b>Port of Loading</b>	The place of dispatch of the goods or loading on board.
<b>Port of Discharge</b>	The port of discharge.
<b>Goods</b>	The type of Good which is sent and whose Collection is getting linked.
<b>Goods</b>	
<b>Section to view the goods for shipment.</b>	
<b>Goods</b>	The type of good being shipped has to be chosen.
<b>Description of Goods</b>	The description of goods.

Field Name	Description
<b>Units</b>	The number of units of the goods.
<b>Price Per Unit</b>	The price per unit of the goods.
<b>Documents</b>	
<b>Document Name</b>	Displays the lists of all the documents required to be represented.
<b>Original (First Mail)</b>	Displays the number “n” out of “m” original documents of the first mail that will be provided to bank.
<b>Copies (First Mail)</b>	Displays the number of copies of the first mail, that will be submitted as a set of documents.
<b>Original (Second Mail)</b>	Displays the number “n” out of “m” original documents of the second mail that will be provided to bank.
<b>Copies (Second Mail)</b>	Displays the number of copies of the first mail, that will be submitted as a set of documents.
<b>View Clause</b>	Click the link to view the he clause maintained in the bank application for each of the document. \This link is enabled if the clause is already maintained in the system.
<b>Incoterm</b>	Displays the INCO terms for the application..
<b>Instructions</b>	
	Any instructions provided to bank for creation of Collection is mentioned here.
<b>Remarks</b>	Any instructions provided to bank for creation of Collection is mentioned here.

## 15.2 **Charges & Taxes**

This tab lists charges and Taxes against bill.

2. Click **Charges & Taxes** tab. The **charges and taxes** in the **View Export Collection** screen.  
OR  
Click **Back**.  
The **View Export Collection** screen appears.



View Import collection

Collection Number: PK1IAN2200113506 **ACTIVE** Outstanding Amount: GBP1,000.00 Maturity Date: 10 Feb 2020

View Collection Details

**Charges & Taxes**

Charges

Account No	Description of Charges	Date	Amount
XXXXXXXXXXXX0018	Export Advice charges	22 Mar 2019	£100.00

Taxes

Description of Taxes	Value Date	Transaction Date	Amount
No data to display.			

Commissions

Commission for	Percentage	Amount
No data to display.		

Cancel Back

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## Field Description

Field Name	Description
------------	-------------

### Charges

**Account No.** Debit account number of the applicant.

**Description of Charges** Displays the description charges applicable.

**Date** Displays the date on which charges are applicable.

**Amount** Displays the amount of charges.

### Taxes

**Description of Charges** Displays the description charges applicable.

**Value Date** Displays the value date of the taxes.

**Transaction Date** Displays the date on which the transaction is done.

**Amount** Displays the amount of taxes.

Field Name	Description
------------	-------------

### Commissions

<b>Commission for</b>	Displays the all commissions charged by bank.
<b>Percentage</b>	Displays the percentage of collection charged as commission.
<b>Amount</b>	Displays the amount of commission.

## 15.3 SWIFT Messages

These lists and displays list of all SWIFT messages between both the parties.

- Click **SWIFT Messages** tab.  
The **SWIFT Messages** tab appears in the **View Import Collection** screen.  
OR  
Click **Back**.  
The **View Import Collection** screen appears.  
OR  
Click **Cancel** to cancel the transaction. The **Dashboard** appears.

### View Import Collection – SWIFT Messages tab

The screenshot shows the 'View Import collection' interface. At the top, there's a navigation bar with 'futura bank' logo and user information: 'Welcome, Acme Corporation Checker' and 'Last login 24 Feb 06:03 PM'. Below the navigation, there's a summary card for the collection: 'Collection Number: PK1YACR200111501 (ACTIVE)', 'Outstanding Amount: GBP1,000.00', and 'Maturity Date: 20 Apr 2020'. The main content area is divided into 'View Collection Details' and 'SWIFT Messages'. The 'SWIFT Messages' section contains a table with the following data:

Message ID	Date	Description	Sending/Receiving Bank	Message Type	Action
PK1TF0G2001106K9		Acknowledgement Advice	PREETHIG	410	Download

At the bottom of the table, there's a pagination control: 'Page 1 of 1 (1 of 1 items)'.

### Field Description

Field Name	Description
------------	-------------

<b>Message ID</b>	Unique identification number for the message.
<b>Date</b>	Date of sending advice.
<b>Description</b>	The SWIFT message detailed description.

Field Name	Description
<b>Sending/Receiving Bank</b>	This displays the name of bank who has sent/received the message
<b>Message Type</b>	This shows the type of message sent/received such as MT 740etc
<b>Action</b>	The action to be taken that is to download the SWIFT details.


- Click on the desired Message ID to view the respective SWIFT details. The SWIFT detail appears in popup window along with the event date and description.
- Click the **Download** link against the SWIFT messages to download in selected format like PDF formats, if required.

### 15.3.1 SWIFT Messages Details



#### Field Description

Field Name	Description
<b>Event Date</b>	Displays the event date.
<b>Event Description</b>	Displays the description of the event.
<b>Description</b>	The details of the SWIFT message.

- Click  to close the window.

## 15.4 Advices

This denotes all the Advices being exchanged.

6. Click **Advices** tab. The summary of all the Advices being exchanged.  
OR  
Click **Back**.  
The **View Import Collection** screen appears.  
OR  
Click **Cancel** to cancel the transaction. The **Dashboard** appears.

### View Import Collection - Advices

View Import Collection

Collection Number 000DOC1200761003

View Collection Details	Message ID	Date	Description	Event Description	Action
SWIFT Messages	1432011320278972		Debit Advice	Initiation of a BC Contract	Download
Advice	1432011320292301		Debit Advice	Initiation of a BC Contract	Download

Page 1 of 1 (1-2 of 2 items) | < 1 > x

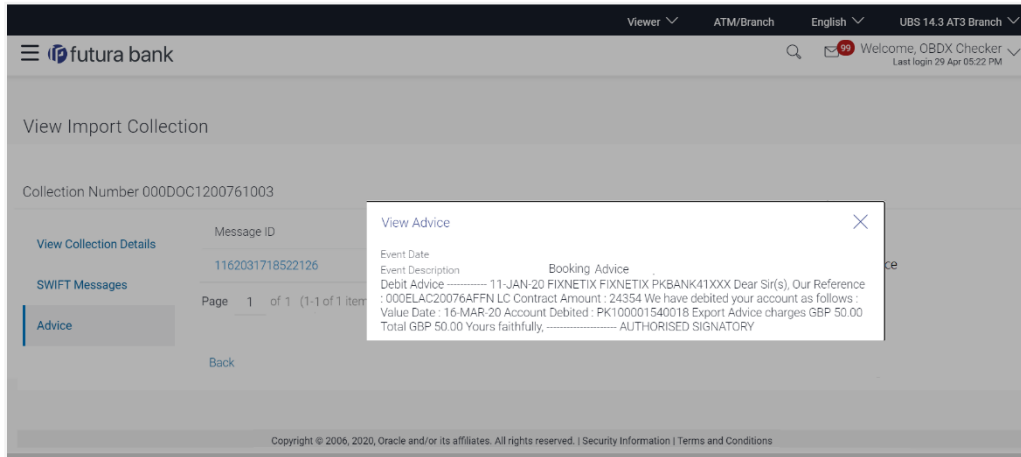
Copyright © 2006, 2020, Oracle and/or its affiliates. All rights reserved. | Security Information | Terms and Conditions

### Field Description

Field Name	Description
<b>Message ID</b>	Unique identification number for the message.
<b>Date</b>	Date of sending advice.
<b>Description</b>	The detail description of advice.
<b>Event Description</b>	Displays the description of the event.
<b>Action</b>	The action to be taken that is to download the advice details.


7. Click on the desired Message ID to view the respective advice details.  
The advice detail appears in popup window along with the event date and description.
8. Click the **Download** link against the advice to download in selected format like PDF formats, if required.

## 15.4.1 Advices Details



### Field Description

Field Name	Description
<b>Event Date</b>	Displays the event date.
<b>Event Description</b>	Displays the description of the event.

- a. Click  to close the window.
9. Click **Back**.  
The **View Import Collection** screen appears.  
OR  
Click **Cancel** to cancel the transaction. The **Dashboard** appears.

[Home](#)

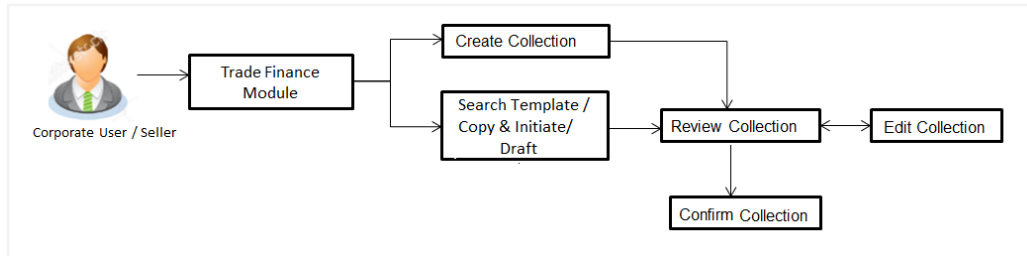
## 16. Initiate Collection

Using this option, user can initiate Collection in the application.

### Pre-Requisites

- User must have a valid corporate party Id and login credentials in place

### Workflow



### User has three options to initiate Collection

- Using existing Templates
- Using existing Drafts
- Initiating Collection ( New Application)

These are explained in detail underneath.

### How to reach here:

*Dashboard > Toggle menu > Trade Finance > Collection > Export Collection > Initiate Export Collection*

*OR*

*Dashboard > Trade Finance > Overview > Quick Links > Raise Collection*

## 16.1 Search Collection template


User can save Collection application as a Template so that same can be used for creation of similar kind of Collections, if required in future. User can search the saved Collection template using Template Name.

---

Note: Collection Application saved as **Template** can be re used any number of times for Collection Initiation.

---

### To search the Collection template:

1. In the **Search** field, enter the template name.
2. Click . The saved Collection a template appears based on search criteria.

## Collection Template - Search Result

The screenshot shows the 'Initiate Collection' interface in the Futura Bank system. At the top, there are navigation options for 'Viewer', 'ATM/Branch', and 'English'. The user is logged in as 'Oracle maker' and the page title is 'Initiate Collection'. Below the title, there are tabs for 'Templates', 'Copy & Initiate', and 'Drafts'. A search bar is present with a magnifying glass icon. The search results are displayed in a table with the following columns: Template Name, Beneficiary, Product, Created By, Last Updated, and Access Type. The search result is: Template 1, vaibhav, OBDX ESCC OUTGOING CLEAN SIGHT BILLS NOT UNDER LC ON COLLECTION, Oraclemaker, 30 Apr 2020, Private. The page also includes a 'Cancel' button and a footer with copyright information: 'Copyright © 2006, 2020, Oracle and/or its affiliates. All rights reserved. | Security Information | Terms and Conditions'.

### Field Description


Field Name	Description
<b>Search Result</b>	
<b>Template Name</b>	The name using which template is stored and can be used to initiate a Collection application.
<b>Beneficiary</b>	The beneficiary name against whom Collection is to be created.
<b>Product</b>	The name of product selected for Collection.
<b>Created by</b>	The name of the maker who created the template.
<b>Last Updated</b>	The last updated date of the template.
<b>Access Type</b>	The type of access granted to template whether it is public or private.

3. Click **Cancel** to cancel the transaction. The **Dashboard** appears.

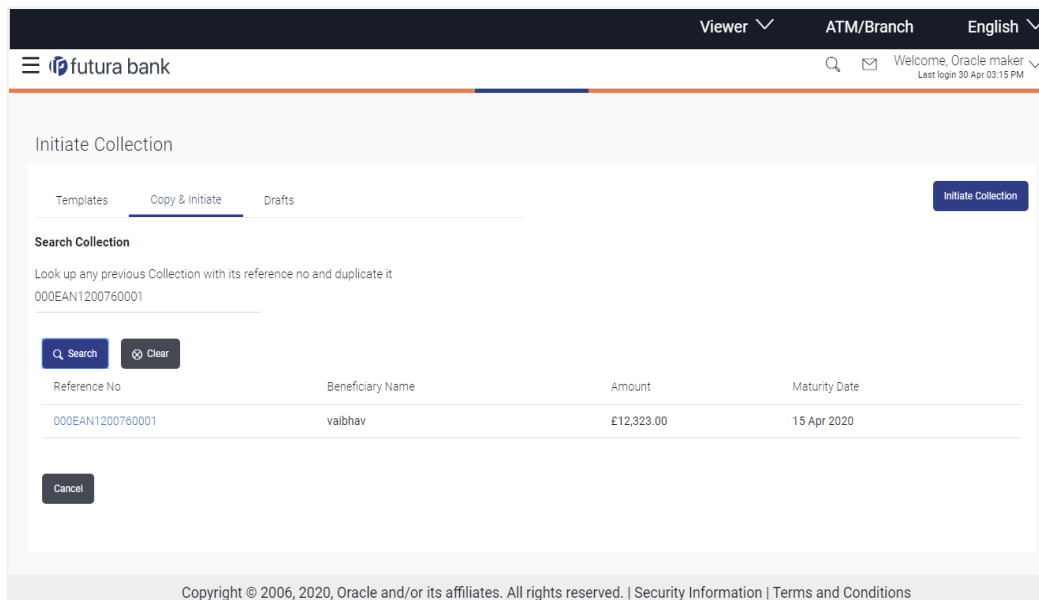
## 16.2 Copy and Initiate Collection

User can initiate Collection application by copying the contents from a similar and existing Collection, so that he does not have to provide the details again.

### To search the Collection:

1. In the **Search** field, enter the Collection reference number.
2. Click . The saved Collection appears based on search criteria.  
OR  
Click **Clear** to reset the data entered.  
OR  
Click **Cancel** to cancel the transaction.

### Initiate Collection - Search Result



The screenshot displays the 'Initiate Collection' interface. At the top, there are navigation options: 'Viewer', 'ATM/Branch', and 'English'. The Futura Bank logo is visible on the left. The main content area has tabs for 'Templates', 'Copy & Initiate', and 'Drafts'. Below the tabs, there is a 'Search Collection' section with a search input field containing '000EAN1200760001' and buttons for 'Search' and 'Clear'. A table below shows the search result:

Reference No	Beneficiary Name	Amount	Maturity Date
000EAN1200760001	vaibhav	£12,323.00	15 Apr 2020

At the bottom of the search result area, there is a 'Cancel' button. The footer contains copyright information: 'Copyright © 2006, 2020, Oracle and/or its affiliates. All rights reserved. | Security Information | Terms and Conditions'.

### Field Description

Field Name	Description
<b>Collection Reference Number</b>	The existing Collection reference number which needs to be copied and similar one initiated.
<b>Search Result</b>	
<b>Reference Number</b>	The existing Collection reference number which is to be copied for initiation. Click on the link to view the details of Collection initiated.



Field Name	Description
<b>Beneficiary Name</b>	The name of the beneficiary of the Collection.
<b>Amount</b>	The amount for the Collection along with the currency in which it is originated.
<b>Expiry Date</b>	The expiry date of the Collection.


3. Click on the desired Collection reference number whose details to be copied. The **Initiate Collection** screen appears.
4. Do the desired changes and, click **Initiate Collection** to create new Collection.

## 16.3 Search Collection Drafts

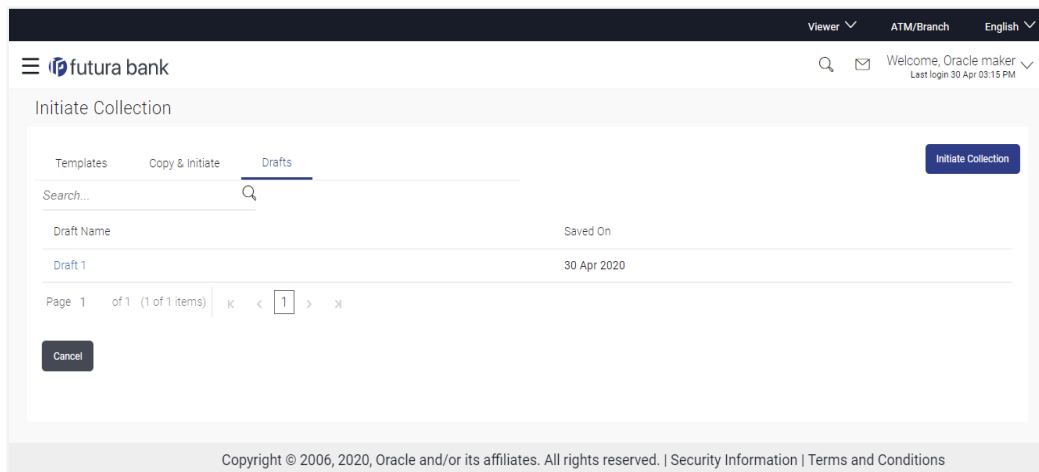
User can save Collection application as a Draft so that it can be used if required in future. User can search the saved Collection draft using Draft Name.

**Note:** Collection Application saved as **Draft** can be used only one time for Collection Application initiation.

### To search the Collection draft:

1. In the **Search** field, enter the draft name.
2. Click . The saved Collection draft appears based on search criteria.

### Collection Draft - Search Result



The screenshot shows the 'Initiate Collection' screen in the Futura Bank system. The interface includes a navigation bar with 'Viewer', 'ATM/Branch', and 'English' options. The main content area has tabs for 'Templates', 'Copy & Initiate', and 'Drafts'. A search bar is present with a magnifying glass icon. Below the search bar, a table displays search results for drafts. The table has two columns: 'Draft Name' and 'Saved On'. One result is shown: 'Draft 1' saved on '30 Apr 2020'. Below the table, there is a pagination control showing 'Page 1 of 1 (1 of 1 items)' and a 'Cancel' button. The footer contains copyright information: 'Copyright © 2006, 2020, Oracle and/or its affiliates. All rights reserved. | Security Information | Terms and Conditions'.

**Field Description**

<b>Field Name</b>	<b>Description</b>
<b>Search Result</b>	
<b>Draft Name</b>	The name of the draft for Collection application saved.
<b>Saved On</b>	The date on which the draft was saved.

3. Click **Cancel** to cancel the transaction. The **Dashboard** appears.

## 16.4 **Initiate a Collection**

Using this option, you can initiate a Collection in the application. To initiate a Collection in the application, you must enter details such as your Parties details, and Collection details etc. You can also give specific instructions to bank.

**To initiate Collection:**

1. Click **Initiate Collection** on **Initiate Collection** screen.

## Initiate Collection

Viewer ATM/Branch English

futura bank Welcome, OBDX Checker Last login 29 Apr 12:04 PM

### Initiate Collection

Collection Details

Party ID: \*\*\*782 Branch: I4

**Drawer Details**

Drawer Name: Oracle Corp  
 Address: I1, I2, I3  
 Country: GREAT BRITAIN  
 Application Date: 16 Mar 2020  
 Customer Reference Number: 344324

**Drawee Details**

Existing  New  
 Drawee Name: Itoys  
 Address: New tech park, plot no 23, London  
 Country: GREAT BRITAIN  
 Bank Reference Number: 355353

**Product Details**

Select Payment Type:  Sight  Usance  
 Document Attached:  Yes (Documentary)  No (Clean)  
 Product: OUTGOING SIGHT CLEAN BILLS N...

**Collection Amount Details**

Collecting Bank: CITIGB2LB...  
 Collection Amount: USD \$23,000.00

Tenor: 0 Base Date Description: After date of Bill Of Exchange Base Date: 16 Mar 2020  
 Maturity Date: 16 Mar 2020

Continue

Shipment Details  
 Instructions  
 Attachments

I accept the Terms & Conditions

Initiate Collection Save As Cancel Back

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## Field Description

Field Name	Description
<b>Collection Details</b>	
<b>Party ID</b>	The party ID of applying party.
<b>Branch</b>	The bank branch where the Collection contract is to be created.
<b>Drawer Details</b>	
<b>Drawer Name</b>	The name of applying party.

<b>Field Name</b>	<b>Description</b>
<b>Address</b>	The address of applying party.
<b>Country</b>	The country of applying party.
<b>Application Date</b>	Application date when Collection has to be initiated. It is the current date of the system/base branch.
<b>Customer Reference Number</b>	The user provided customer reference number for the transaction.
<b>Drawee Details</b>	
<b>Drawee Name</b>	The name of beneficiary party. This can be existing beneficiary maintained earlier or a new one.
<b>Address</b>	The address of beneficiary party.
<b>Country</b>	The country of beneficiary party.
<b>Bank Reference Number</b>	The user provided bank reference number for the transaction.
<b>Product Details</b>	
<b>Select Payment Type</b>	The type of payment associated with the Collection. The options are: <ul style="list-style-type: none"> <li>• Sight</li> <li>• Usance</li> </ul>
<b>Document Attached</b>	It asks user if any document is a part of Collection. The options are: <ul style="list-style-type: none"> <li>• Yes (Documentary)</li> <li>• No (Clean)</li> </ul>
<b>Product</b>	Indicates the product type as coming from Host based on the input parameters (Payment etc).
<b>Collection Amount Details</b>	
<b>Collecting Bank</b>	
<b>SWIFT Code</b>	The SWIFT code of issuing Bank.
<b>Collecting Bank Name</b>	The name of Bank who acts on behalf of Drawee.

Field Name	Description
<b>Address</b>	The address of Issuing Bank.
<b>Country</b>	The name of Issuing Bank's country.
<b>Collection Amount</b>	The Collection amount.
<b>Collection Currency</b>	The currency in which Collection will be done.
<b>Tenor</b>	The tenor of the Collection.
<b>Base Date Description</b>	This depicts the base code and its description. It describes what the chosen base date for application is.
<b>Base Date</b>	The date to be considered as base date for Collection application.
<b>Maturity Date</b>	The tenor added to the base date, when the Collection ceases to exist.

2. Select the appropriate option from **LC Linkage** field
  - a. If you select **Yes**;
    - i. In the **LC Number** field, enter the LC number attached to the Collection.
    - ii. Click **Verify** to verify the linkage of LC to the Collection.  
OR  
Click **Reset** to cancel the entered LC linkage.
  - b. If you select **No**, it is considered to be standalone Collection.
3. From the **Branch** list, select the appropriate option where the Collection has been made.
4. In the **Customer Reference Number** field in the **Parties** section, enter the user provided customer reference number.
5. In the **Bank Reference Number** field in the **Parties** section, enter the user provided bank reference number.
6. Select the appropriate option from **Select Payment Type** field.
7. Select the appropriate option from **Document Attached** field to confirm any documents as a part of Collection.
8. In the **SWIFT Code** field in the **Collection Amount Details** section, enter SWIFT code of Issuing Bank.
9. Click **Verify** to verify the details.  
The Issuing bank details appears.  
OR  
Click **Reset** to cancel entered details.
10. From the **Product** list, select the appropriate option.
11. From the **Base Date Description** list, select the appropriate option.
12. From the **Base Date** field, select the appropriate date.

13. Click **Continue** or click the **Shipment Details** tab.  
The **Shipment Details** tab appears in the **Initiate Collection** screen.  
OR  
Click **Initiate Collection**. The transaction is saved and the **Initiate Collection – Verify** screen appears.  
OR  
Click **Save As**, system allows transaction details to be saved as a template or draft. (For more details, refer **Save As Template** or **Save As Draft** section.)  
OR  
Click **Back** to go back to previous screen.  
OR  
Click **Cancel** to cancel the transaction, The **Dashboard** appears.

### 16.4.1 Initiate Collection - Shipment Details tab

This tab captures the **Shipment** details of the initiate Collection application process.

#### Initiate Collection - Shipment Details tab

The screenshot displays the 'Initiate Collection' screen with the 'Shipment Details' tab selected. The form includes the following fields:

- Shipment From:** Mumbai
- Shipment To:** London
- Port of Loading:** Mumbai
- Port of Discharge:** London

The 'Goods' section contains a table with the following data:

Sr No	Goods	Description of Goods	Units	Price Per Unit
1	GATEGOD1	GATEGOD1	1200	\$350.00

At the bottom of the form, there are buttons for 'Initiate Collection', 'Save As', 'Cancel', and 'Back'. A checkbox for 'I accept the Terms & Conditions' is also present.

#### Field Description

Field Name	Description
<b>Shipment From</b>	The Place of Receipt from where shipment will be done.

Field Name	Description
<b>Shipment To</b>	The place of delivery of goods.
<b>Port of Loading</b>	The place of dispatch or loading on board of the goods.
<b>Port of Discharge</b>	The port of discharge of goods.
<b>Goods</b>	
Section to add or remove the goods for shipment.	
<b>Goods</b>	The type of good being shipped has to be chosen.
<b>Description of Goods</b>	The description of goods.
<b>Units</b>	The number of units of the goods
<b>Price Per Unit</b>	The price per unit of the goods.

14. In the **Shipment From** field, enter the name of the place where the goods are to be received.
15. In the **Shipment To** field, enter the name of the place for delivery of goods.
16. In the **Port of Loading** field, enter the place of dispatch or taking in charge of the goods or loading on board.
17. In the **Port of Discharge** field, enter the name of the place for delivery of goods.
18. In the **Goods** section,
  - a. From the **Goods** list, choose the desire goods being shipped.
  - b. In the **Description of Goods** field, enter the description of the goods traded under the LC.
  - c. In the **Units** field, enter the number of units of the selected good.
  - d. In the **Price Per Unit** field, enter the price per unit of the selected good.
19. Click the **Instructions** tab.
20. The **Instructions** tab appears in the **Initiate Collection** screen.  
OR  
Click **Back** to go back to previous screen.  
OR  
Click **Cancel** to cancel the transaction, The **Dashboard** appears.

## 16.4.2 Initiate Collection - Instructions tab

This tab includes the miscellaneous information which has to be passed to Bank as an instruction while initiating the Collection.

### Initiate Collection - Instructions tab

### Field Description

Field Name	Description
Remarks	Any instructions provided to bank for creation of Collection is mentioned here.

21. In the **Remarks** field, enter the instructions provided to bank for creation of Collection.
22. Click **Continue** or click the **Attachments** tab.
23. Click **Back** to go back to previous screen.  
OR  
Click **Cancel** to cancel the transaction, The **Dashboard** appears.



### 16.4.3 Collection Initiation - Attachments tab

Displays the list of documents attached under the Import Collection application. User can add multiple documents though it should be under the specified limits and supported formats.

#### Initiate Collection - Attachments tab

The screenshot shows the 'Initiate Collection' interface with the 'Attachments' tab active. The table below is a representation of the data shown in the screenshot.

Sr No	Document Id	Document Category	Document Type	Remarks	Remove
1	3.IPM_****15	IDPROOF	IDPROOF	address proof	

Below the table, there are two informational messages:


- Attached documents will not be saved with Draft / Template.
- File size should not be more than 5 MB. Supported file types: .JPEG, .PNG, .DOC, .PDF, .TXT, .ZIP. Multiple files can be uploaded at a time.

At the bottom, there is a checkbox for 'I accept the Terms & Conditions' and a row of buttons: 'Initiate Collection', 'Save As', 'Cancel', and 'Back'.

#### Field Description

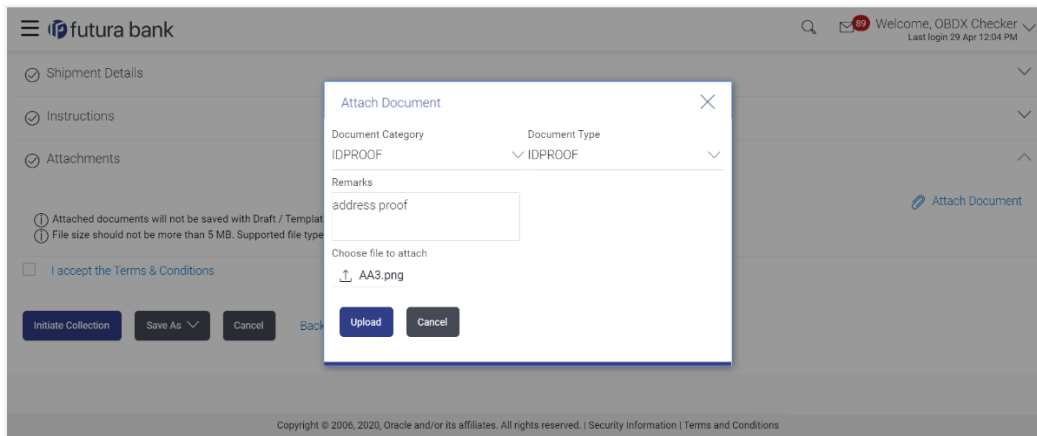
Field Name	Description
<b>Documents List</b>	
	Documents list have the list of documents.
<b>Sr No</b>	The serial number of the document attached record list.
<b>Document ID</b>	Displays the unique identification number for the attached document. Displays the link to view the attached document
<b>Document Category</b>	The category of the document to be uploaded.
<b>Document Type</b>	The type of the document to be uploaded.
<b>Remarks</b>	Displays the notes added, if any, for attaching the document.
<b>Remove</b>	Allow user to remove the attached document.

24. The **Attach Documents** tab appears along with list of attached documents.

**Note:** Click  to remove to the attached document.

25. Click **Attach Document** to upload the document.  
The **Attach Document** popup window appears.

### Initiate Collection- Attach Document popup



- a. From the **Document Category** select the appropriate option.
  - b. From the **Document Type** select the appropriate option.
  - c. In the **Remarks** field add notes for attaching documents.
  - d. Click **Choose File** to browse and select the required document present on your computer.
  - e. Click **Upload** to upload document. The Attach Documents tab appears along with list of attached documents.  
OR  
Click **Cancel** to cancel the transaction.
  - f. Click **Submit** to attach supporting documents.  
OR  
Click **Back** to go back to previous screen.  
OR  
Click **Cancel** to cancel the transaction. The **Dashboard** appears.
26. Select the **Terms and Conditions** checkbox to accept the Terms and Conditions.
27. Click **Initiate Collection**. The transaction is saved and the **Initiate Collection – Verify** screen appears.  
OR  
Click **Save As**, system allows transaction details to be saved as a template or draft. (For more details, refer **Save As Template** or **Save As Draft** section.)  
OR  
Click **Back** to go back to previous screen.  
OR  
Click **Cancel** to cancel the transaction, The **Dashboard** appears.
28. The verify screen appears. It displays all the sections with their respective fields with an option to edit them individually.  
Verify the details, and click **Confirm**.

OR  
 Click **Back** to go back to previous screen.  
 OR  
 Click **Cancel** to cancel the transaction.

29. The success message initiation of Collection appears along with the reference number. Click **OK** to complete the transaction.

## 16.5 Save As Template

User can save Collection application as a Template so that same can be used for creation of similar Collections, if required in future. The application allows the template access as public or private if saved as template.

User can search the saved Collection template by template name in search tab. The Collection applications earlier saved as template can also be saved as draft while initiating a Collection.

### To save Collection application as template:

1. Enter the required details in Collection application.
2. Click **Save As** and then select **Template** option.

### Save as Template

### Field Description

Field Name	Description
<b>Template Type</b>	Indicates the type of access for the template. The options are: <ul style="list-style-type: none"> <li>• <b>Public:</b> A template marked as 'Public' is visible to all the users mapped to the Party ID for which the user has created the template. All such users will only be able to view and use this template, however they will not be able to edit or delete the template. Only the creator of the template is allowed to edit or delete the template.</li> <li>• <b>Private:</b> A template marked as 'Private' is available to only the creator of the template. Only creator of the template can use while initiating Collection and modify or delete such template.</li> </ul>
<b>Template Name</b>	Name of the template to be saved.

3. From the **Template Type** list, select the appropriate option.
4. In the **Template Name** field, enter the desired name for the template.
5. Click **Save** to save the template.  
The transaction details are saved as a template which can be access from the **Template** tab.  
OR  
Click **Cancel** to cancel the transaction.

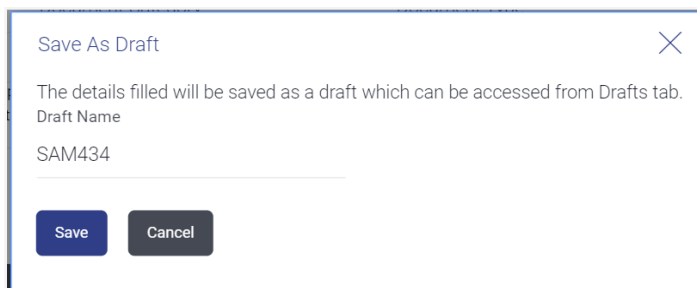
## 16.6 Save As Draft

User can save Collection application as a Draft so that it can be completed in future. It can be re used only one time for Collection Application initiation. User can search the saved Collection draft using the draft name in search box. The saved drafts can be accessed from the **Draft** tab. The Collection applications, which were saved as draft can also be saved as template after adding all other necessary fields.

### To save Collection application as draft:

1. Enter the required details in Collection application.
2. Click **Save As** and then select **Draft** option.

### Save as Draft



### Field Description

Field Name	Description
<b>Draft Name</b>	Name of the draft.

3. In the **Draft Name** field, enter the desired name for the draft.
4. Click **Save** to save the draft.  
The transaction details are saved as a draft which can be access from the **Draft** tab.  
OR  
Click **Cancel** to cancel the transaction.

---

Note: You cannot save Draft or Template with an attached document.

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## 17. Settlement of Collection

The user can settle either multiple collection from his account, with or without a forex deal, or apply for a loan to settle the collection.

Using this option, user can settle one or more collection in the application.

### Pre-Requisites


- User must have a valid corporate party Id and login credentials in place
- At least a single Collection should exist for the party ID and party must having view rights for it

### How to reach here:

*Dashboard > Toggle menu > Trade Finance > Collection > Import Collection > Settlement of Collection*

### To settle the Collection:

1. Navigate to the **Settlement of Collection** screen. The screen by default lands to the Custom tab.
2. From the **Due Date** list, select the appropriate option.  
The **Settlement of Collection** screen appears with the search results.  
By Default the screen displays list of the collection that needs to be settled today.  
OR

Click  to filter based on the below criteria.

## Filter

GOODCARE PLC | \*\*\*044

Collection Settlement

Select the mode of settlement for your Collection.

Current and Savings Account
  Loan
  Custom

Select Collection

Collection Reference Number	Drawer Name	Payment Type
<input type="checkbox"/> PK2IAN1191261501	MARKS AND SPENCER	USANCI
<input type="checkbox"/> PK2IAN1191264002	MARKS AND SPENCER	USANCI
<input type="checkbox"/> PK2IAN1191263501	MARKS AND SPENCER	USANCI
<input type="checkbox"/> PK2IAN1191260502	MARKS AND SPENCER	USANCI

Page 1 of 1 (1-4 of 4 items) | < + 1 >

Filter

Collection Reference no  
554545

Available For Loan  
Yes

Drawee Name  
GOODCARE PLC x

Drawer Name

Collection Amount Range  
All From To

Collection Maturity Date Range  
01 Jul 2021 27 Jul 2021

Payment Type  
 Slight
  Usance

## Field Description

Field Name	Description
<b>Collection Reference Number</b>	The collection reference number.
<b>Available for Loan</b>	Whether the collection is available for loan or not. The options are: <ul style="list-style-type: none"> <li>• Yes</li> <li>• No</li> </ul>
<b>Drawee Name</b>	The drawee name against whom collection is to be created.
<b>Drawer Name</b>	The name of the drawer.
<b>Collection Amount Range</b>	
<b>All</b>	The currency in which collection is to be settled.
<b>From</b>	The start of the amount range used for searching the collection.
<b>To</b>	The end of the amount range used for searching the collection.
<b>Collection Maturity Date Range</b>	The start date and end date on which the collection will gets matured.

Field Name	Description
------------	-------------

<b>Payment Type</b>	The type of payment.
---------------------	----------------------

The options are:

- Sight
- Usance

3. Click **Apply**. The search results appear based on the filter criteria.  
By Default the screen displays list of the collection in the Custom tab.

### Search Result – Collection Settlement - Custom

The screenshot displays the 'Select Collection' interface for 'GOODCARE PLC | \*\*\*044'. The 'Collection Settlement' section has the 'Custom' tab selected. Below, a table lists four collections:

PK2IAN1191261501	PK2IAN1191264002	PK2IAN1191260502	PK2IAN1191263501
Drawer Name MARKS AND SPENCER	Drawer Name MARKS AND SPENCER	Drawer Name MARKS AND SPENCER	Drawer Name MARKS AND SPENCER
Maturity Date 25 Jul 2021	Maturity Date 25 Jul 2021	Maturity Date 25 Jul 2021	Maturity Date 25 Jul 2021
Payment Type USANCE	Payment Type USANCE	Payment Type USANCE	Payment Type USANCE
Collection amount USD6,000.00	Collection amount GBP3,000.00	Collection amount GBP3,000.00	Collection amount GBP3,000.00

At the bottom, the 'Total Selected Collection' is 0, and the 'Total Settlement Amount in Local Currency' is GBP0.00. There are 'Submit', 'Cancel', and 'Back' buttons, and a note about balance validation.

**Field Description**

<b>Field Name</b>	<b>Description</b>
<b>Select Collection</b>	The option to select multiple collection to apply for the settlement.
<b>Check Box (Account Selection)</b>	The option against each collection, to select a CASA account which he wishes to use. The available balance in the casa account is also displayed so that he can take an informed decision.
<b>Collection Reference Number</b>	The collection reference number.
<b>Drawer Name</b>	The name of the drawer.
<b>Maturity Date</b>	The date on which the collection will gets matured.
<b>Payment Type</b>	The type of payment. The options are: <ul style="list-style-type: none"> <li>• Sight</li> <li>• Usance</li> </ul>
<b>Collection Amount</b>	The collection amount.
<b>Total Selected Collection</b>	Displays the total number of collection selected for settlement.
<b>Total Settlement Amount in Local Currency</b>	Displays the total settlement amount in local currency.
<b>Special Instructions</b>	Any remarks to be entered.

4. Select the check box against the **Collection Reference Number** which is to be settled.  
OR  
Select the **Select Collection** check box to select multiple bills to apply for the settlement.



## Settlement of Collection

## Field Description

Field Name	Description
<b>Select Collection</b>	The option to select multiple collection to apply for the settlement.
<b>Check Box (Account Selection)</b>	The option against each collection, to select a CASA account which he wishes to use. The available balance in the casa account is also displayed so that he can take an informed decision.
<b>Collection Reference Number</b>	The collection reference number.
<b>Drawer Name</b>	The name of the drawer.
<b>Maturity Date</b>	The date on which the collection will gets matured.

Field Name	Description
<b>Payment Type</b>	The type of payment. The options are: <ul style="list-style-type: none"> <li>• Sight</li> <li>• Usance</li> </ul>
<b>Collection Amount</b>	The collection amount.
<b>Input Payment Details</b>	
<b>CASA Account / Loan Account</b>	Option to select a CASA account or Loan account. <ul style="list-style-type: none"> <li>• CASA Account: The user can select the CASA account that he wishes to use for settlement of collection.</li> </ul> <hr/> <p>Note: The balance in CASA account should be equal or more than the equivalent amount of collection in collection's currency, which is being settled, in case of single collection being liquidated.</p> <hr/> <ul style="list-style-type: none"> <li>• Loan Account: The user can select this option to apply for a loan directly from the page. Bank would be informed that the corporate user is looking for a loan.</li> </ul>
<b>Pay From</b>	Source account from which the funds are to be transferred for settlement of collection.
<b>Balance</b>	Net balance in the selected source account.
<b>Forward Deal Reference Number</b>	The forward deal reference number for settlement of collection.
<b>Total Selected Collection</b>	Displays the total number of collection selected for settlement.
<b>Total Settlement Amount in Local Currency</b>	Displays the total settlement amount in local currency.
<b>Special Instructions</b>	Any remarks to be entered.

5. Select the **CASA Account** option, if he wishes to use it for settlement of collection.  
OR  
Select this **Loan Account** option to apply for a loan directly from the page.
6. From the **Select Account** list, select the account from which the transfer needs to be made for settlement of collection.

7. In the **Forward Reference Deal Number** field, enter the forward deal reference number for settlement of collection.  
OR  
Click the **Link Forex Deals** link, the Pre booked Deals overlay screen appears.  
Select the check box against the required **Deal Reference Number** and click submit, the selected Deal Reference Number appears in the **Forward Deal Reference Number** field.
8. In the Special Instructions field, enter the remarks/special instructions.
7. Click **Submit** to initiate the selected Collection settlement. The **Settlement of Collection – Review** screen appears.  
OR  
Click **Cancel** to cancel the transaction.  
OR  
Click **Back** to navigate back to previous screen.
8. Verify the details, and click **Confirm**.  
OR  
Click **Cancel** to cancel the transaction.  
OR  
Click **Back** to navigate back to previous screen.
9. The success message initiation of Collection settlement appears.  
OR  
Click **Trade Finance Overview** to go to the **Trade Dashboard** screen.

## 17.1 **Settlement of Collection – Current and Savings Account**

The Current and Savings Account tab allows to settle the collection using current and savings account.

To settle the Collection using Current and Savings Account

1. In the the **Settlement of Collection** screen, click the Current and Savings Account tab. The **Settlement of Collection - Current and Savings Account** tab.

## Settlement of Collection - Current and Savings Account

Viewer
ATM/Branch
English

futura bank Search ...
🔍
Welcome, obdx checker
Last login 27 Jul 04:02 PM

### Settlement of Collection

GOODCARE PLC | \*\*\*D44

**Collection Settlement**

Select the mode of settlement for your Collection

Current and Savings Account
Loan
Custom

Select Collection Due Today ▼ 🔔

Collection Reference Number	Drawer Name	Payment Type	Maturity Date	Collection Amount	Outstanding Collection Amount	Outstanding Collection Amount in Local Currency	Available For Loan
<input type="checkbox"/> PK2IAN1191261501	MARKS AND SPENCER	USANCE	25 Jul 2021	USD6,000.00	USD131.00	GBP120.00	Yes
<input type="checkbox"/> PK2IAN1191264002	MARKS AND SPENCER	USANCE	25 Jul 2021	GBP3,000.00	USD131.00	GBP120.00	Yes
<input type="checkbox"/> PK2IAN1191260502	MARKS AND SPENCER	USANCE	25 Jul 2021	GBP3,000.00	USD131.00	GBP120.00	Yes
<input type="checkbox"/> PK2IAN1191263501	MARKS AND SPENCER	USANCE	25 Jul 2021	GBP3,000.00	USD131.00	GBP120.00	Yes

Page 1 of 1 (1-4 of 4 items) ◀ 1 ▶

Total Selected Collection  
0
Total Settlement Amount in Local Currency  
GBP0.00

Select Account

xxxxxxxxxxxx0019

Balance : USD10,000,000.00

Special Instructions

Submit
Cancel
Back

Note : Current and Savings Account balance validation would not be done at OBDX and Settlement is subjected to the availability of Balance in Current and Savings Account or Loan being sanctioned by the date of settlement.

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## Field Description

Field Name	Description
------------	-------------

<b>Select Collection</b>	The option to select multiple collection to apply for the settlement.
--------------------------	---

<b>Collection Reference Number</b>	The collection reference number.
------------------------------------	----------------------------------

<b>Drawer Name</b>	The name of the drawer.
--------------------	-------------------------

<b>Payment Type</b>	The type of payment.
---------------------	----------------------

The options are:

- Sight
- Usance

Field Name	Description
<b>Maturity Date</b>	The date on which the collection will gets matured.
<b>Collection Amount</b>	The collection amount.
<b>Outstanding Collection Amount</b>	Displays the outstanding Collection Amount for settlement.
<b>Outstanding Collection Amount in Local Currency</b>	Displays the outstanding Collection amount in local currency.
<b>Available for Loan</b>	Whether the collection is available for loan or not. The options are: <ul style="list-style-type: none"> <li>• Yes</li> <li>• No</li> </ul>
<b>Total Selected Collection</b>	Displays the total number of collection selected for settlement.
<b>Total Settlement Amount in Local Currency</b>	Displays the total settlement amount in local currency.
<b>Pay From</b>	Source account from which the funds are to be transferred for settlement of collection.
<b>Balance</b>	Net balance in the selected source account.
<b>Special Instructions</b>	Any remarks to be entered.

2. Select the check box against the **Collection Reference Number** which is to be settled.  
OR  
Select the **Select Collection** check box to select multiple collection to apply for the settlement.
3. Repeat steps 6 to 9 of **Settlement of Collection** section.

## 17.2 Settlement of Collection – Loan

The Loans tab allows to settle the collection using loan account.

To settle the Collection using loan account

1. In the the **Settlement of Collection** screen, click the Loan tab. The **Settlement of Collection - loan** tab.

## Settlement of Collection - Loan

Viewer ATM/Branch English

futura bank Search ... Welcome, obdx checker Last login 27 Jul 04:02 PM

### Settlement of Collection

GOODCARE PLC | \*\*\*044

Collection Settlement

Select the mode of settlement for your Collection.

Current and Savings Account **Loan** Custom

Select Collection Due Today

<input type="checkbox"/> Collection Reference Number	Drawer Name	Payment Type	Maturity Date	Collection Amount	Outstanding Collection Amount	Outstanding Collection Amount in Local Currency*	Available For Loan
<input type="checkbox"/> AT31UIN2424	ABD Ltd	Usance	15 Dec 2018	EUR 4000000	EUR 4000000	GBP 3400000	Yes
<input type="checkbox"/> AT31UIN2424	India Mart	Sight	02 Feb 2019	USD 2000000	USD 2000000	GBP 1540000	Yes
<input type="checkbox"/> AT31UIN2424	A1 Engines	Usance	31 Mar 2019	GBP 7000000	GBP 7000000	GBP 7000000	Yes
<input type="checkbox"/> AT31UIN2424	MRF Tyres	Usance	11 Apr 2019	YEN 7200000	YEN 7200000	GBP 50400	Yes
<input checked="" type="checkbox"/> AT31UIN2424	Perfect Spares	Sight	28 Apr 2019	GBP 1800000	GBP 1800000	GBP 1800000	Yes

Page 1 of 6 (1-10 of 58 Items) < 1 2 3 4 5 6 > ✕

Total Selected Collection: 0 Total Settlement Amount in Local Currency: GBP0.00

Apply for Loans  
Bank will take up your request to process and initiate a loan, based on the available information. This request does not guarantee of loan getting passed. Please contact Bank for further details. A loan account for each bill's settlement will be opened.

Special Instructions

Submit Cancel Back

Note : Current and Savings Account balance validation would not be done at OBDX and Settlement is subjected to the availability of Balance in Current and Savings Account or Loan being sanctioned by the date of settlement.

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## Field Description

Field Name	Description
------------	-------------

<b>Select Collection</b>	The option to select multiple collection to apply for the settlement.
--------------------------	---

<b>Collection Reference Number</b>	The collection reference number.
------------------------------------	----------------------------------

<b>Drawer Name</b>	The name of the drawer.
--------------------	-------------------------

Field Name	Description
<b>Payment Type</b>	The type of payment. The options are: <ul style="list-style-type: none"> <li>• Sight</li> <li>• Usance</li> </ul>
<b>Maturity Date</b>	The date on which the collection will gets matured.
<b>Collection Amount</b>	The collection amount.
<b>Outstanding Collection Amount</b>	Displays the outstanding Collection Amount for settlement.
<b>Outstanding Collection Amount in Local Currency</b>	Displays the outstanding Collection amount in local currency.
<b>Available for Loan</b>	Whether the collection is available for loan or not. The options are: <ul style="list-style-type: none"> <li>• Yes</li> <li>• No</li> </ul>
<b>Total Selected Collection</b>	Displays the total number of collection selected for settlement.
<b>Total Settlement Amount in Local Currency</b>	Displays the total settlement amount in local currency.
<b>Apply for Loans</b>	Select this option to apply for loan.
<b>Special Instructions</b>	Any remarks to be entered.

2. Select the check box against the **Collection Reference Number** which is to be settled.  
OR  
Select the **Select Collection** check box to select multiple collection to apply for the settlement.
3. Select **Apply for Loan** check box, to apply for the loan to settle the collection.
4. Repeat steps 6 to 9 of **Settlement of Collection** section.

[Home](#)



## 18. View Export Collection

Using this option, you can search, view and download the details of the Export Collection.

You can perform search on the Collection reference number, drawee name, drawer name, Collection amount etc. and view the details of an individual Export Collection. The individual Export Collection details are shown under various tabs. The system provides Export Collection details such as Collection amount, Collection documents, status, and parties to the Collection, bank details, bank instructions, etc. You can also download the Export Collection list in pdf format.

### Pre-Requisites

- User must have a valid login credentials
- User must have certain Export Collection

### Workflow



### How to reach here:

*Dashboard > Toggle menu > Trade Finance > Collection > Export Collection >View Export Collection*

### To view Export Collection:

1. The **View Export Collection** screen appears.

## View Export Collection

The screenshot shows a web application interface for 'View Export Collection' on the Futura Bank website. The header includes the bank logo, user name 'Welcome, OBDX Checker', and last login time 'Last login 29 Apr 05:22 PM'. The form contains several input fields: 'Collection Reference Number' (text), 'Drawer' (dropdown), 'Drawee' (text), 'Collection Amount' with 'From' and 'To' sub-fields (text), and 'Collection Issuing Date' with 'From' and 'To' sub-fields (date). There is also a 'Status' dropdown menu with 'Please Select' as the current selection. At the bottom of the form are 'Search' and 'Reset' buttons. A copyright notice is visible at the very bottom of the page.

## Field Description

Field Name	Description
<b>Collection Reference Number</b>	The name of beneficiary party.
<b>Drawer</b>	The name of the drawer under the Collection.
<b>Drawee</b>	The name of party who is drawee of the Collection.
<b>Collection Amount From</b>	The start of the Collection amount range used for searching the Collection.
<b>Collection Amount To</b>	The end of the Collection amount range used for searching the Collection.
<b>Collection Issuing Date From</b>	The start date of the Collection date range used for searching the Collection.
<b>Collection Issuing Date To</b>	The end date of the Collection date range used for searching the Collection.

Field Name	Description
<b>Status</b>	<p>The current status of the Collection.</p> <p>The options are:</p> <ul style="list-style-type: none"><li>• Active</li><li>• Hold</li><li>• Cancelled</li><li>• Liquidated</li><li>• Closed</li><li>• Reversed</li></ul>

2. From the **Drawee** list, select the appropriate option.
3. Click **Search**.  
The **View Export Collection** screen appears with the search results.  
OR  
Click **Reset** to reset the search criteria.  
OR  
Click **Cancel** to cancel the transaction.
4. Click the **Download** link to download all or selected columns in the Export Collection details list. You can download the list in PDF formats.

## View Export Collection – Search Result

Viewer ATM/Branch English

futura bank Welcome, Acme Corporation Checker Last login 25 Feb 09:47 AM

### View Export Collection

GOODCARE PLC | \*\*\*044

Collection Reference Number:

Drawer:

Collection Amount: All

Status:

Drawee:

Collection Issuing Date:

[Download](#)

Collection Reference Number	Drawee	Drawer	Release Against	Transaction Date	Status	Collection Amount
PK1OCN2200110003	FIXNETIX	NATIONAL FREIGHT CORP	OUTGOING SIGHT DOCUMENTRY BILLS NOT UNDER LC ON COLLECTION	11 Jan 2020	ACTIVE	GBP1,000.00
PK1OCN2200110004	FIXNETIX	NATIONAL FREIGHT CORP	OUTGOING SIGHT DOCUMENTRY BILLS NOT UNDER LC ON COLLECTION	11 Jan 2020	LIQUIDATED	GBP10,000.00
PK1EUN1200110002	FIXNETIX	NATIONAL FREIGHT CORP	OUTGOING SIGHT CLEAN BILLS NOT UNDER LC ON PURCHASE	11 Jan 2020	ACTIVE	GBP1,000.00
PK1OCN2200110001	FIXNETIX	NATIONAL FREIGHT CORP	OUTGOING SIGHT DOCUMENTRY BILLS NOT UNDER LC ON COLLECTION	11 Jan 2020	ACTIVE	GBP1,000.00
PK1OCN2200110002	FIXNETIX	NATIONAL FREIGHT CORP	OUTGOING SIGHT DOCUMENTRY BILLS NOT UNDER LC ON COLLECTION	11 Jan 2020	LIQUIDATED	GBP1,000.00
PK1EUN1200113001	FIXNETIX	NATIONAL FREIGHT CORP	OUTGOING SIGHT CLEAN BILLS NOT UNDER LC ON PURCHASE	11 Jan 2020	ACTIVE	GBP1,000.00
PK1OCN1200110001	FIXNETIX	NATIONAL FREIGHT CORP	OUTGOING SIGHT CLEAN BILLS NOT UNDER LC ON COLLECTION	11 Jan 2020	ACTIVE	GBP1,000.00
PK1ESCP200112001	FIXNETIX	NATIONAL FREIGHT CORP	OUTGOING DOCUMENTARY SIGHT BILLS NOT UNDER LC ON PURCHASE	11 Jan 2020	ACTIVE	GBP1,000.00
PK1PACK200114501	FIXNETIX	NATIONAL FREIGHT CORP	OUTGOING DOCUMENTARY SIGHT BILLS NOT UNDER LC ON PURCHASE	11 Jan 2020	ACTIVE	GBP1,000.00
PK1LINK200111501	FIXNETIX	NATIONAL FREIGHT CORP	OUTGOING USANCE DOCUMENTRY BILLS NOT UNDER LC ON COLLECTION	11 Jan 2020	ACTIVE	GBP1,000.00

Page 1 of 33 (1-10 of 322 items)      ...

All authorized and on hold transactions are listed here. Others will be listed once approved. Please contact the bank for details.

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## Field Description

Field Name	Description
<b>Collection Reference Number</b>	The Collection reference number. Displays the link to view the Export Collection details.
<b>Drawee</b>	The name of the drawee of the Export Collection.
<b>Drawer</b>	The name of the drawer of the Export Collection.
<b>Release Against</b>	The product name of the Export Collection.
<b>Transaction Date</b>	The transaction date of the Export Collection.

Field Name	Description
<b>Status</b>	The current status of the Collection. The options are: <ul style="list-style-type: none"> <li>• Active</li> <li>• Hold</li> <li>• Cancelled</li> <li>• Liquidated</li> <li>• Closed</li> <li>• Reversed</li> </ul>
<b>Collection Amount</b>	The Export Collection amount.

5. Click the required link in the **Collection Reference Number** column. The **View Export Collection** screen appears with the details of the selected Export Bill. By default, the **View Collection Details– General Collection Details** tab appears.

## 18.1 View Collection Details

1. Click **View Collection** Details tab.  
OR  
Click **Copy and Initiate** to copy details of Collection, and initiate a new Collection. The **Initiate Collection** screen appears.  
OR  
Click **Back** to navigate back to previous screen.



Field Name	Description
<b>Drawer and Drawee Details</b>	
<b>Drawer Name</b>	The name of the drawer of the Export Collection. He is the creator of Collection.
<b>Address</b>	The address of the drawer of the Export Collection.
<b>Country</b>	The country of the drawer of the Export Collection.
<b>Application Date</b>	The date of application of the Export Collection.
<b>Customer Reference Number</b>	The user provided customer reference number for the transaction.
<b>Drawee Details</b>	
<b>Drawee Name</b>	The name of the drawee of Collection.
<b>Address</b>	The address of the drawee of the Export Collection.
<b>Country</b>	The country of the drawee of the Export Collection.
<b>Bank Reference Number</b>	The user provided bank reference number for the transaction.
<b>Product Details</b>	
<b>Payment Type</b>	The type of payment associated with the Collection. it can be: <ul style="list-style-type: none"> <li>• Sight</li> <li>• Usance</li> </ul>
<b>Document Attached</b>	It asks user if documents are a part of Collection. It can be: <ul style="list-style-type: none"> <li>• Yes (Documentary)</li> <li>• No (Clean)</li> </ul>
<b>Product</b>	The product of the Export Collection.
<b>Tenor</b>	The tenor of the Collection.
<b>Base Date Description</b>	This depicts the base code and its description as fetched from host. It describes what the chosen base date for application is.

<b>Field Name</b>	<b>Description</b>
<b>Base Date</b>	The date to be considered as base date for Collection application.
<b>Maturity Date</b>	The maturity date of the Export Collection. It is number of days for the tenor from the base date.
<b>Collection Amount Details</b>	
<b>Collecting Bank</b>	The name of the collecting bank.
<b>Address</b>	The address of collecting Bank.
<b>Country</b>	The name of collecting Bank's country.
<b>Collection Amount</b>	The Collection amount with base currency in which Collection is originated.
<b>Goods and Shipment</b>	
<b>Shipment From</b>	The place from where shipment will be done.
<b>Shipment To</b>	The place of delivery of goods.
<b>Port of Loading</b>	The place of dispatch or loading on board of the goods.
<b>Port of Discharge</b>	The port of discharge of goods.
<b>Goods</b>	
Section to add or remove the goods for shipment.	
<b>Sr No</b>	The serial no of different goods.
<b>Goods</b>	The type of good being shipped has to be chosen.
<b>Description of Goods</b>	The description of goods.
<b>Units</b>	The number of units of the goods.
<b>Price Per Unit</b>	The price per unit of the goods.
<b>Instructions</b>	
<b>Remarks</b>	Any instructions provided to bank is mentioned here.



2. Click **Charges & Taxes** tab. The **charges and taxes** in the **View Export Collection** screen.  
OR  
Click **Back**.

The **View Export Collection** screen appears.

## 18.2 Charges & Taxes

This tab lists charges, Commission and Taxes against bill.

The screenshot shows the 'View Export collection' interface. At the top, there's a navigation bar with 'futura bank' logo and user information: 'Welcome, Acme Corporation Checker' and 'Last login 23 Feb 09:47 AM'. Below this, the collection details are shown: Collection Number PK1ESCP200112001 (ACTIVE), Outstanding Amount GBP1,000.00, and Maturity Date 11 Jan 2020. The 'Charges & Taxes' section is expanded, showing a table of charges. The table has columns for Account No, Description of Charges, Date, and Amount. One row is visible: Account No xxxxxxxxxxxx0018, Description of Charges Export Advice charges, Date 22 Mar 2019, and Amount £100.00. Below the charges table, there are sections for Taxes and Commissions, both indicating 'No data to display.' At the bottom of the screen, there are 'Cancel' and 'Back' buttons.

### Field Description

Field Name	Description
------------	-------------

#### Charges

<b>Account No.</b>	Debit account number of the applicant.
--------------------	--

<b>Description of Charges</b>	Displays the description charges applicable.
-------------------------------	--

<b>Date</b>	Displays the date on which charges are applicable.
-------------	--

<b>Amount</b>	Displays the amount of charges.
---------------	---------------------------------

Field Name	Description
<b>Taxes</b>	
<b>Description of Charges</b>	Displays the description charges applicable.
<b>Value Date</b>	Displays the value date of the taxes.
<b>Transaction Date</b>	Displays the date on which the transaction is done.
<b>Amount</b>	Displays the amount of taxes.
<b>Commissions</b>	
<b>Commission for</b>	Displays the all commissions charged by bank.
<b>Percentage</b>	Displays the percentage of collection charged as commission.
<b>Amount</b>	Displays the amount of commission.

- Click **SWIFT Messages** tab.  
The **SWIFT Messages** tab appears in the **View Export Collection** screen.  
OR  
Click **Back**.  
The **View Export Collection** screen appears.  
OR  
Click **Cancel** to cancel the transaction.

## 18.3 SWIFT Messages

These lists and displays list of all SWIFT messages between both the parties.

### View Export Collection – SWIFT Messages tab

The screenshot shows the Oracle Fura Bank interface. At the top, there's a navigation bar with 'Viewer', 'ATM/Branch', and 'English' dropdowns. Below that, the 'futura bank' logo is on the left, and a search icon, an envelope icon, and a welcome message 'Welcome, Acme Corporation Checker' with the last login time 'Last login 25 Feb 03:33 PM' are on the right.

The main content area is titled 'View Export collection'. It shows a summary table with columns: Collection Number (PK10CNI200110001), Outstanding Amount (GBP1,000.00), and Maturity Date (11 Jan 2020). The collection status is 'ACTIVE'.

Below the summary, there are two tabs: 'View Collection Details' and 'SWIFT Messages'. The 'SWIFT Messages' tab is active, showing a table with columns: Charges & Taxes, Message ID, Date, Description, Sending/Receiving Bank, Message Type, and Action. A single message is listed with Message ID 2732047160476639, Date 11 Jan 2020, Description Acknowledgement, Sending/Receiving Bank PREETHI9, Message Type 768, and Action Download.

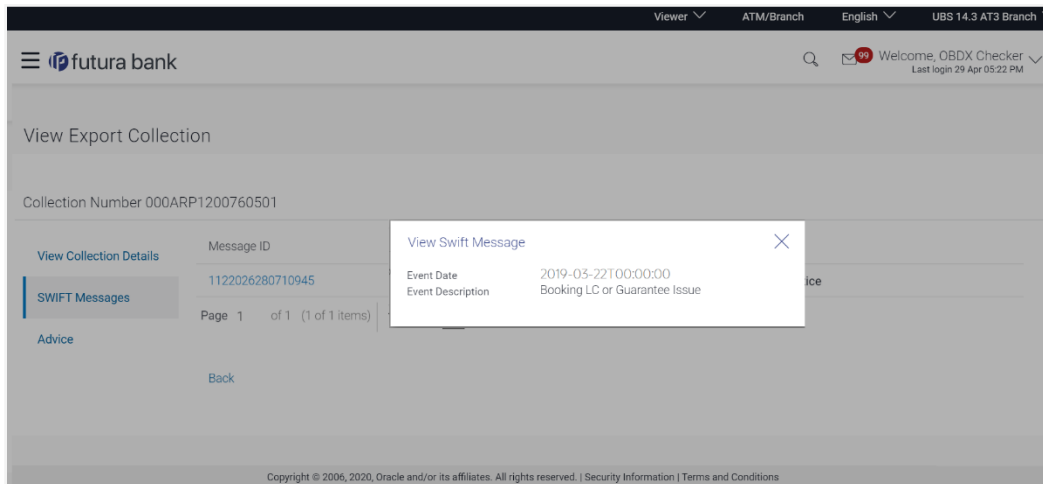
At the bottom of the message table, there's a pagination control showing 'Page 1 of 1 (1 of 1 items)' and navigation arrows.

The footer contains the copyright notice: 'Copyright © 2006, 2020, Oracle and/or its affiliates. All rights reserved. | Security Information | Terms and Conditions'.

**Field Description**


Field Name	Description
<b>Message ID</b>	Unique identification number for the message.
<b>Date</b>	Date of sending advice.
<b>Description</b>	The SWIFT message detailed description.
<b>Sending/ Receiving Bank</b>	This displays the name of bank who has sent/received the message.
<b>Message Type</b>	This shows the type of message sent/received such as MT 700, MT 707 etc.
<b>Action</b>	The action to be taken that is to download the SWIFT details.

4. Click on the desired Message ID to view the respective SWIFT details. The SWIFT detail appears in popup window along with the event date and description.
5. Click the **Download** link against the SWIFT messages to download in selected format like PDF formats, if required.

**18.3.1 SWIFT Messages Details****Field Description**

Field Name	Description
<b>Event Date</b>	Displays the event date.
<b>Event Description</b>	Displays the description of the event.

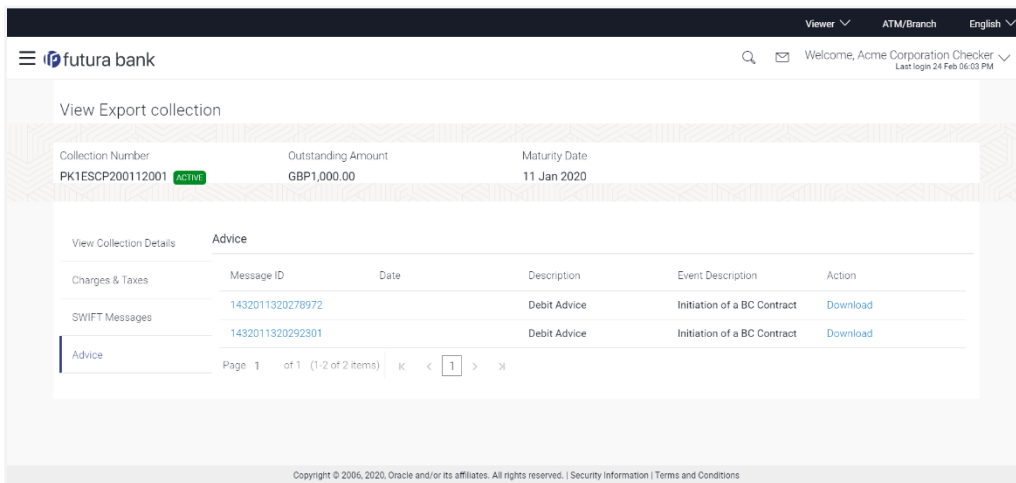
Field Name	Description
<b>Description</b>	The details of the SWIFT message.

- a. Click  to close the window.
6. Click **Advices** tab. The summary of all the Advices being exchanged.  
OR  
Click **Back**.  
The **View Export Collection** screen appears.  
OR  
Click **Cancel** to cancel the transaction.

## 18.4 Advices

This tab denotes all the Advices being exchanged. It allows the user to view and download the advices generated for the selected Export Collection.

### View Export Collection - Advices



View Export collection

Collection Number	Outstanding Amount	Maturity Date
PK1ESCP200112001 <span style="color: green;">ACTIVE</span>	GBP1,000.00	11 Jan 2020

Message ID	Date	Description	Event Description	Action
1432011320276972		Debit Advice	Initiation of a BC Contract	<a href="#">Download</a>
1432011320292801		Debit Advice	Initiation of a BC Contract	<a href="#">Download</a>

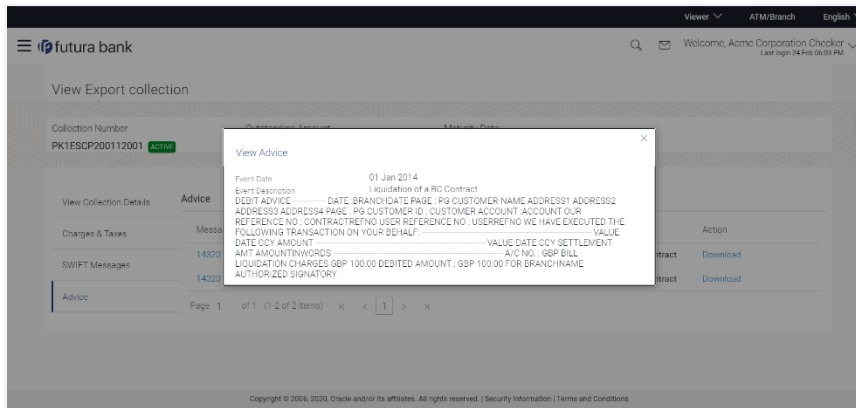
Page 1 of 1 (1-2 of 2 items)

### Field Description

Field Name	Description
<b>Message ID</b>	Unique identification number for the message.
<b>Date</b>	Date of sending advice.
<b>Description</b>	The detail description of advice.
<b>Event Description</b>	Displays the description of the event.
<b>Action</b>	The action to be taken that is to download the advice details.


7. Click on the desired Message ID to view the respective advice details.  
The advice detail appears in popup window along with the event date and description.
8. Click the **Download** link against the advice to download in selected format like PDF formats, if required.

### 18.4.1 Advices Details



#### Field Description

Field Name	Description
<b>Event Date</b>	Displays the event date.
<b>Event Description</b>	Displays the description of the event.
<b>Description</b>	The details of the advice.

- a. Click  to close the window.
9. Click **Back**.  
The **View Export Collection** screen appears.  
OR  
Click **Cancel** to cancel the transaction.

[Home](#)

## 19. View Inward Guarantee

Using this option, you can view existing Inward guarantees in the application.

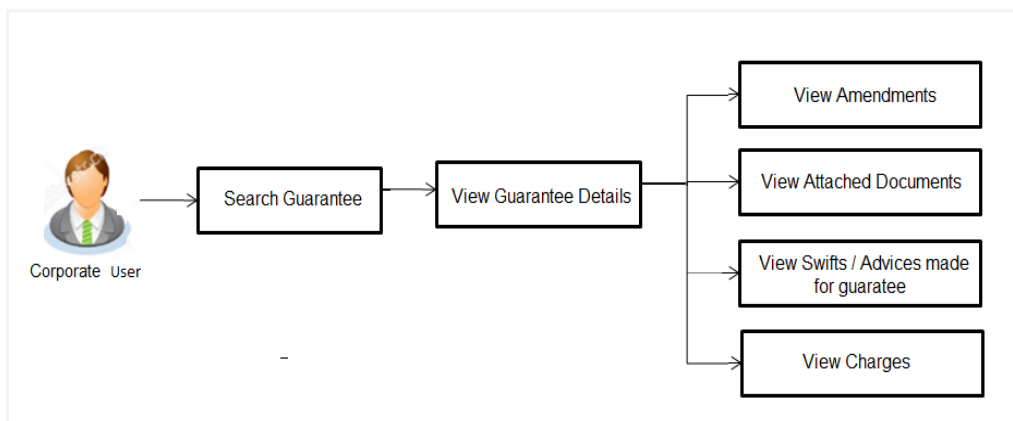
A guarantee from a lending institution ensures that the liabilities of a debtor will be met. In other words, if the applicant fails to fulfill a commitment, the lending institution will cover it. A Bank Guarantee enables user to show more credibility while doing business.

This option allows you to search for guarantees based on a certain search criterion. It allows you to view a list of Bank Guarantees (also called Inward Guarantee) for the selected customer. Details of an individual guarantee can be viewed and Exported in various formats.

### Pre-Requisites

- User must have a valid corporate party Id and login credentials in place
- At least a single Inward Guarantee should exist for the party ID and party must having view rights for it


### Workflow



### How to reach here:

*Dashboard > Toggle menu > Trade Finance > Bank Guarantee > Inward Bank Guarantee > View Bank Guarantee*

### To view Inward guarantee:

1. The **View Inward Guarantee** screen appears.
2. Click  to filter based on the filter criteria. The Filter overlay screen appears.

## View Inward Guarantee - Search

**View Inward Guarantee**  
GOODCARE PLC | \*\*\*044

List of Recently Issued Inward Guarantee

All Parties →

Guarantee Number	Applicant Name	Beneficiary Name	Issue Date	Issuing Bank
000GUAD200764001	FIXNETIX	NATIONAL FREIGHT CORP	16 Mar 2020	HSBC BANK
PK1GUAD200112501	NATIONAL FREIGHT CORP	FIXNETIX	10 Jan 2020	HSBC BANK
PK1GUAD200113004	HSBC BANK	NATIONAL FREIGHT CORP	11 Jan 2020	FIXNETIX
PK1GUAD200113503	FIXNETIX	NATIONAL FREIGHT CORP	11 Jan 2020	HSBC BANK
PK1GUAD200113501	FIXNETIX	NATIONAL FREIGHT CORP	11 Jan 2020	HSBC BANK
PK1GUAD200113001	HSBC BANK	NATIONAL FREIGHT CORP	11 Jan 2020	FIXNETIX
PK1GUAD200113002	HSBC BANK	NATIONAL FREIGHT CORP	11 Jan 2020	FIXNETIX

**Filter**

Applicant Name  
Sunrise Coffee

Inward Guarantee Status  
Active

Issuing Bank  
Demo Bank

Issuing Bank Reference No.  
546565

Undertaking Amount  
All

Issue Date  
01 Feb 2021 To 31 Mar 2021

Expiry Date  
03 Feb 2021 To 31 Mar 2021

Apply Cancel Clear

## Field Description

Field Name	Description
<b>Applicant Name</b>	This is the name of corporate who has made the Inward guarantee in favour of Beneficiary.
<b>Inward Guarantee Status</b>	The current status of the Inward Guarantee. The options are: <ul style="list-style-type: none"> <li>Active</li> <li>Hold</li> <li>Cancelled</li> <li>Reversed</li> <li>Closed</li> </ul>
<b>Issuing Bank</b>	The name of the bank that have issued the guarantee.
<b>Issuing Bank Reference Number</b>	The reference number of the issuing bank.
<b>Undertaking Amount From</b>	The start of the amount range used for searching the Inward Guarantee.
<b>Undertaking Amount To</b>	The end of the amount range used for searching the Inward Guarantee.
<b>Issue Date</b>	The issue date range of the Inward Guarantee.

Field Name	Description
<b>Expiry Date</b>	The date range in which the Guarantee expires to fine tune the search results.

3. In the **Applicant Name** field, enter the name of the applicant who has made the Inward guarantee in favour of Beneficiary.
4. From the **Inward Guarantee Status** list, select the appropriate status of the Inward Guarantee.
5. In the Issuing **Bank** field, enter the name of the issuing bank.
6. In the **Issuing Bank Reference Number** field, enter the name issuing bank reference number.
7. In the **Undertaking Amount From – To** field, enter the amount range to search the Inward Guarantee.
8. From the **Issue Date** field, select the issue date range from the date calendar to search the Inward Guarantee.
9. From the **Expiry Date** field, select the expiry date range from the date calendar to search the Inward Guarantee.
10. Click **Apply**.  
The **View Inward Guarantee** screen appears with the search results.  
OR  
Click **Cancel** to cancel the transaction. The **Dashboard** appears.  
OR  
Click **Clear** to clear the search criteria.



## View Inward Guarantee – Search Result

View Inward Guarantee  
GOODCARE PLC | \*\*\*044

List of Recently Issued Inward Guarantee

All Parties → Search... Download

Guarantee Number	Applicant Name	Beneficiary Name	Issue Date	Issuing Bank	Issuing Bank Reference No.	Date of Expiry	Status
000GUAD200764001	FIXNETIX	NATIONAL FREIGHT CORP	16 Mar 2020	HSBC BANK	SADFSDFGSDFG	14 Jun 2020	ACTIVE
PK1GUAD200112501	NATIONAL FREIGHT CORP	FIXNETIX	10 Jan 2020	HSBC BANK	adsf	04 Feb 2020	ACTIVE
PK1GUAD200113004	HSBC BANK	NATIONAL FREIGHT CORP	11 Jan 2020	FIXNETIX	PK1GUAD200113004	10 Apr 2020	ACTIVE
PK1GUAD200113503	FIXNETIX	NATIONAL FREIGHT CORP	11 Jan 2020	HSBC BANK	PK1GUAD200113503	10 Apr 2020	ACTIVE
PK1GUAD200113501	FIXNETIX	NATIONAL FREIGHT CORP	11 Jan 2020	HSBC BANK	PK1GUAD200113501	10 Apr 2020	ACTIVE
PK1GUAD200113001	HSBC BANK	NATIONAL FREIGHT CORP	11 Jan 2020	FIXNETIX	PK1GUAD200113001	10 Apr 2020	ACTIVE
PK1GUAD200113002	HSBC BANK	NATIONAL FREIGHT CORP	11 Jan 2020	FIXNETIX	GUA_AMND_RESP	10 Apr 2020	ACTIVE
PK1GUAD200113003	HSBC BANK	NATIONAL FREIGHT CORP	11 Jan 2020	FIXNETIX	PK1GUAD200113003	10 Apr 2020	ACTIVE

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ⓘ All authorized and on hold transactions are listed here. Others will be listed once approved. Please contact the bank for details.

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## Field Description

Field Name	Description
<b>Guarantee Number</b>	The Inward Guarantee number. Displays the link to view details of the Inward Guarantee.
<b>Applicant Name</b>	Displays the name of the applicant who has made the Inward guarantee in favour of Beneficiary.
<b>Beneficiary Name</b>	Displays the name of beneficiary i.e. the name of customer for whom the guarantee was taken.
<b>Issue Date</b>	Displays the date on which the Guarantee was issued.
<b>Issuing Bank</b>	The name of the bank that have issued the guarantee.
<b>Issuing Bank Reference Number</b>	The reference number of the issuing bank.
<b>Date Of Expiry</b>	Displays the date on which the Guarantee will get expired.

Field Name	Description
<b>Status</b>	Displays the current status of the Inward Guarantee. The status could be: <ul style="list-style-type: none"> <li>• Active</li> <li>• Hold</li> <li>• Cancelled</li> <li>• Reversed</li> <li>• Closed</li> </ul>
<b>Guarantee Amount</b>	Displays the amount for which Guarantee is booked.
<b>Outstanding Amount</b>	Displays the undrawn amount of the Inward Guarantee.
<b>Claims</b>	Displays the amount utilized under the guarantee.
<b>Claim</b>	The below fields displayed when user clicks on <b>Claim</b> number below <b>Claim</b> column.
<b>Claim Number</b>	Displays the claim number.
<b>Date</b>	Displays the date of the claim.
<b>Description</b>	Displays the description about claim.
<b>Amount</b>	Displays the claim amount.

11. Click the required link in the **Guarantee Number** column.  
The **View Inward Guarantee** screen appears with the details of the selected Inward guarantee.  
By default, the **Inward Guarantee Details** tab appears.
12. Click **Inward Guarantee Details** tab.

## 19.1 Inward Guarantee Details

### View Inward Guarantee – Inward Guarantee Details

Viewer ▼ ATM/Branch English ▼

Q ✉ Welcome, Acme Corporation Checker ▼  
Last login 25 Feb 11:55 AM

#### View Inward Guarantee

FIXNETIX | \*\*\*\*154

Guarantee Number	Product	Contract Amount	Maturity Date
PK1GUAD200114011 <span style="color: green; font-weight: bold; font-size: 0.8em;">ACTIVE</span>	Guarantee Advising	GBP22,000.00	08 May 2020

**View Guarantee Details**

**View Guarantee Details**

Amendments	<b>50</b> Applicant Name FIXNETIX	<b>59A</b> Beneficiary Name NATIONAL FREIGHT CORP
Attached Documents	Address PKBANK41XXX	Address PKBANK31XXX
Charges, Commissions & Taxes	Country GREAT BRITAIN	Country GREAT BRITAIN
Swift Messages	Date of Application 11 Jan 2020	
Advices	<b>51</b> Instructing Party	<b>56A</b> Issuing Bank Swift Code PREETHI9 GB
		<b>57A</b> Advising Through Bank
		<b>72Z</b> Sender to Receiver Information

**Product Details**

Product  
Guarantee Advising  
Type of Guarantee  
[View claims](#)

**Commitment Details**

Applicant Contract Reference No	<b>32B</b> Undertaking Amount GBP22,000.00 Effective Date 11 Jan 2020
<b>39D</b> Additional Amount Information	<b>48D</b> Transfer Indicator No
<b>71D</b> Charges	<b>45L</b> Underlying Transaction Details
<b>44H</b> Governing Law and/or Place of Jurisdiction	<b>46B</b> Demand Indicator

**Presentation Documents and Undertaking Terms and Conditions**

**77U**  
Undertaking Terms and Conditions  
Non standard  
TC

**45C**  
Document and Presentation Instructions

**Expiry & Extension Instructions**

<b>23B</b> Expiry Type Fixed	<b>23B</b> Guarantee Expiry Date 10 Apr 2020 Closure Date 08 May 2020
<b>23F</b> Automatic Extension Period	<b>26E</b> Automatic Extension Notification Period
<b>78</b> Automatic Extension Non-Extension Notification	<b>31S</b> Automatic Extension Final Expiry Date

Remarks

**Delivery Details**

<b>24E</b> Delivery of Original Undertaking	<b>24G</b> Delivery To/Collection by
--	---

[Back](#)

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**Field Description**

<b>Field Name</b>	<b>Description</b>
<b>Guarantee Number</b>	The Inward Guarantee number.
<b>Product</b>	Displays the product type as coming from Host.
<b>Contract Amount</b>	The contract amount of the Inward Guarantee.
<b>Maturity Date</b>	The maturity date of the Inward Guarantee.
<b>Applicant Name</b>	Displays the name of applying party.
<b>Address</b>	Displays the address of applying party.
<b>Country</b>	Displays the country of applying party.
<b>Date of Application</b>	Displays the date when guarantee has been initiated.
<b>Beneficiary Name</b>	Displays the name of beneficiary party.
<b>Address</b>	Displays the address of beneficiary party.
<b>Country</b>	Displays the country of beneficiary party.
<b>Instructing Party</b>	Displays the name of the obligator or instructing party
<b>Issuing Bank Details</b>	
<b>SWIFT Code</b>	Displays the SWIFT code of Drawee Bank.
<b>Drawee Bank Name</b>	Displays the name of Bank who acts on behalf of Drawee.
<b>Address</b>	Displays the address of Drawee Bank.
<b>Country</b>	Displays the name of issuing Bank's country.
<b>Product Details</b>	
<b>Product</b>	Displays the product type as coming from Host.
<b>Guarantee Advising</b>	
<b>Type of Guarantee</b>	Displays the various guarantee types to choose from.
<b>Advising Through Bank</b>	Displays the advise through bank.

<b>Field Name</b>	<b>Description</b>
<b>Sender to Receiver Bank</b>	Displays the details of Sender to Receiver Information while initiating a Bank Guarantee so that any information for receiver can be passed under SWIFT message.
<b>Commitment Details</b>	
<b>Applicant Contract Ref No</b>	Displays an applicant's reference number of the Inward Guarantee.
<b>Undertaking Amount</b>	Displays the currency and amount of the Inward Guarantee application.
<b>Effective Date</b>	Displays the effective date of the Inward Guarantee
<b>Additional Amount information</b>	Displays the details of the details the obligator/ Concerning party for the Inward guarantee, and information for the undertaking such as interests, tolerances.  +/- Tolerances to be specified as 2n/2n format.
<b>Transfer Indicator</b>	Displays the whether the multiple or partial demands are permissible for the Inward guarantee.
<b>Charges</b>	Displays the details charges, and who will bear it for the Inward guarantee.
<b>Underlying Transaction Details</b>	Displays the details of the underlying business transactions for which undertaking is issued.
<b>Governing Law and/or Place of Jurisdiction</b>	The details of the Governing Law and/or Place of Jurisdiction applicable to the undertaking.
<b>Demand indicator</b>	Displays the details of whether the multiple or partial demands are permissible while initiating Inward guarantee or not.
<b>Presentation Documents And Undertaking Terms and Conditions</b>	
This section includes the documents and undertaking terms and conditions present in the Inward Guarantee application.	
<b>Undertaking Terms and Condition</b>	Displays the details of applicable terms and condition of the undertaking.
<b>Document and Presentation Instruction</b>	Displays the details of the document and presentation instructions present in the Outward Guarantee.

Field Name	Description
<b>Expiry and Extension Instructions</b>	
This section includes the expiry condition and extension applicable for the Inward Guarantee application.	
<b>Expiry Type</b>	Displays the type of validity applicable to the Inward Guarantee.
<b>Guarantee Expiry Date</b>	Displays the expiry date of the Inward Guarantee.
<b>Closure Date</b>	Displays the closing date of the Inward Guarantee. The closure date must be after expiry date of the Inward Guarantee.
<b>Automatic Extension Period</b>	Displays the period after which automatic extension is given to the Inward Guarantee.
<b>Automatic Extension Non-Extension Notification</b>	Displays the notification given for non-extension of automatic extension while creating Inward Guarantee.
<b>Automatic Extension Notification Period</b>	Displays the period after which notification given for non-extension of automatic extension while creating Inward Guarantee.
<b>Automatic Extension Final Expiry Date</b>	Displays the date after which validity of automatic extension to the Inward Guarantee expires.
<b>Remarks</b>	Displays the instruction which is provided by bank to user to be taken care of while viewing Guarantee and for his information.
<b>Delivery Details</b>	
This section includes the details of the delivery of the inward Guarantee.	
<b>Delivery Of Original Undertaking</b>	Displays the details of delivery of the original undertaking will be done.
<b>Delivery To/ Collection by</b>	Displays the details to whom the delivery of undertaking will be done.

13. Click **Amendments** tab to view amendment details for the Inward Guarantee.  
The **Amendments** detail appears in the **View Inward Guarantee** screen.  
OR  
Click the View Claim link to view the guarantee claims.  
OR  
Click **Back**.  
The **View Inward Guarantee** screen appears.

## 19.2 Amendments

This tab displays the amendments done for the Inward Guarantee.

### View Inward Bank Guarantee - List of Amendments tab

The screenshot shows the 'View Inward Guarantee' page for Futura Bank. The page header includes the bank logo, a search icon, a notification icon with '99', and a user greeting 'Welcome, OBDX Checker' with a last login time of '29 Apr 05:22 PM'. The main content area displays the guarantee number '000GUAD200765501'. Below this, there is a navigation menu with options: 'View Guarantee Details', 'Amendments' (selected), 'Attached Documents', 'Charges', 'Swift Messages', and 'Advices'. The 'Amendments' section contains a table with the following data:

Amendment Number	Issue Date	Expiry Date	New Guarantee Amount	Status
1	16 Mar 2020	21 Aug 2020	£5,321.00	ACCEPTED

Below the table, there is a pagination control showing 'Page 1 of 1 (1 of 1 items)' and a 'Back' link. The footer of the page contains the copyright notice: 'Copyright © 2006, 2020, Oracle and/or its affiliates. All rights reserved. | Security Information | Terms and Conditions'.

### Field Description

Field Name	Description
<b>Amendment No.</b>	Displays the amendment number of the Inward Guarantee. Displays the link to view details of the Inward Guarantee amendment.
<b>Issue Date</b>	Displays the issue date of the Inward Guarantee.
<b>New Expiry Date</b>	Displays the modified expiry date of the Inward Guarantee.
<b>New Inward Guarantee amount</b>	Displays the modified amount of the Inward Guarantee.

14. Click the required link in the **Amendment No** column.  
The **Issued Amendments** screen appears for the selected Inward Guarantee Amendment.  
OR  
Click **Back**.  
The **View Inward Guarantee** screen appears.

## 19.2.1 View Amendment Details

This screen allows the user to view the details of the amendment done under selected Inward Bank Guarantee.

### Amendments Details

**Inward Guarantee Amendment**

Guarantee Number AT3GUAD190810501 [Amendment Number:2]

Party ID: \*\*\*308

Branch: AT3 FLEXCUBE UNIVERSAL BANK

**Applicant Details**

Applicant Name: Farooq Group of Companies  
Address: Farooq Group of Companies, Chennai  
Country: US  
Date of Application: 22 Mar 2019

**Beneficiary Details**

Beneficiary Name: Sunrise coffee  
Address: 32 park street, royal tech street, lane no.3  
Country: United Kingdom

**Product Details**

Product: Guarantee Advising  
Type of Guarantee: Advance Payment Guarantee

**Issuing Bank Details**

Swift Code

**Commitment Details**

Beneficiary Contract Ref No

Guarantee Amount: £32,000.00

Guarantee Expiry Date: 20 Jun 2019

Effective Date: 22 Mar 2019  
Closure Date: 19 Jul 2019  
Validity Type: Limited

**Bank Instructions**

Remarks: new remarks for customer

**Guarantee Advices**

Currently, there are no contracts linked to this guarantee.


**Terms And Conditions**

Sr No	Type	Description
1	Guarantee	new condition for inward gua

Page 1 of 1 (1 of 1 items)

Cancel Back

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- Click  to close the window.  
The **View Inward Guarantee** screen appears.



## 19.3 Attached Documents

You can view the list of all documents uploaded by you.

15. Click **Attached Documents** tab to view the list of all documents uploaded or to attach document.

The **Attached Documents** details appears in the **View Inward Guarantee** screen.

OR

Click **Back**.

The **View Inward Guarantee** screen appears.

### 19.3.1 View Attached Documents

#### View Inward Guarantee – Attached Documents tab

View Inward Guarantee

Guarantee Number 000GUAD200765501

View Guarantee Details [Attach Document](#)

Sr No	Document Id	Document Category	Document Type	Remarks
1	3.IPM_***13	IDPROOF	IDPROOF	Adhar card

File size should not be more than 5 MB. Supported file types: JPEG, PNG, DOC, PDF, TXT, ZIP. Multiple files can be uploaded at a time.

[Submit](#) [Back](#)

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#### Field Description

Field Name	Description
<b>Sr No</b>	The serial number of the attached document records.
<b>Document Id</b>	Displays the unique identification number for the attached document. Displays the link to download the attached document.
<b>Document Category</b>	Displays the category of the document uploaded.

Field Name	Description
<b>Document Type</b>	Displays the type of the document uploaded.
<b>Remarks</b>	Displays the notes added, if any, for attaching the document.

16. Click the required link in the **Document ID** column to download the attached document.  
 OR  
 Click **Back**.  
 The **View Inward Guarantee** screen appears.

## 19.4 Charges, Commissions & Taxes

This tab lists charges, Commissions & Taxes for the Inward Guarantee.

17. Click **Charges** tab to view list of commissions and charges for the Inward Bank.  
 The **Charges** detail appears in the **View Inward Guarantee** screen.  
 OR  
 Click **Back**.  
 The **View Inward Guarantee** screen appears.

### View Inward Guarantee – Charges tab

The screenshot displays the 'View Inward Guarantee' screen for a FIXNETIX | \*\*\*154 account. The main summary card shows:

Guarantee Number	Product	Contract Amount	Maturity Date
PK1GUAD200114011 <span style="color: green;">ACTIVE</span>	Guarantee Advising	GBP22,000.00	08 May 2020

Below the summary card, the 'Charges, Commissions & Taxes' section is active, showing a table of charges:

Account No	Description of Charges	Date	Amount
xxxxxxxxxxxx0017	Export Advice charges	11 Jan 2020	GBP50.00
xxxxxxxxxxxx0017		11 Jan 2020	GBP50.00

The interface also includes sections for Amendments, Attached Documents, Swift Messages, Advices, Taxes, and Commissions, all of which currently show 'No data to display'. A 'Back' button is located at the bottom of the screen.

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**Field Description**

<b>Field Name</b>	<b>Description</b>
<b>Charges</b>	
<b>Account No.</b>	Debit account number of the applicant.
<b>Description of Charges</b>	Displays the description charges applicable.
<b>Date</b>	Displays the date on which charges are applicable.
<b>Amount</b>	Displays the amount of charges.
<b>Taxes</b>	
<b>Description of Charges</b>	Displays the description charges applicable.
<b>Value Date</b>	Displays the value date of the taxes.
<b>Transaction Date</b>	Displays the date on which the transaction is done.
<b>Amount</b>	Displays the amount of taxes.
<b>Commissions</b>	
<b>Commission for</b>	Displays the all commissions charged by bank.
<b>Percentage</b>	Displays the percentage of Guarantee amount charged as commission.
<b>Amount</b>	Displays the amount of commission.

**19.5 SWIFT Messages**

This tab lists and displays list of all SWIFT messages exchanged between both the parties. It allows the user to view and download the SWIFT messages generated for the selected Inward Guarantee.

18. Click **SWIFT Messages** tab.

the summary of all the all SWIFT messages between both the parties appears.

OR

Click Back.

The **View Inward Guarantee** screen appears.

## View Inward Guarantee – SWIFT Messages tab

The screenshot shows the Oracle Fura Inward Guarantee interface. At the top, there is a header with the 'futura bank' logo and user information: 'Welcome, Acme Corporation Checker' and 'Last login 25 Feb 11:35 AM'. Below the header, the main content area is titled 'View Inward Guarantee' and displays details for a specific guarantee: 'FIXNETIX | \*\*\*154'. The details are as follows:

Guarantee Number	Product	Contract Amount	Maturity Date
PK1GUAD200114011 <span style="color: green;">ACTIVE</span>	Guarantee Advising	GBP22,000.00	08 May 2020

Below the details, there is a 'Swift Messages' tab. The table shows a list of messages with the following columns: Message ID, Date, Description, Sending/Receiving Bank, Message Type, and Action. A single message is listed:

Message ID	Date	Description	Sending/Receiving Bank	Message Type	Action
2732047160476639	11 Jan 2020	Acknowledgement of a Guarantee	PREETH9	768	<a href="#">Download</a>

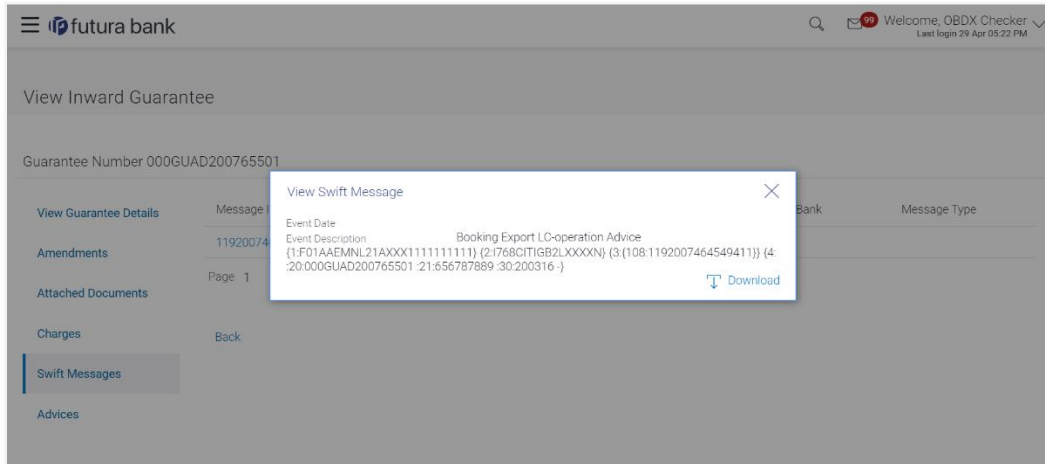
The interface also includes a sidebar with navigation options: 'View Guarantee Details', 'Amendments', 'Attached Documents', 'Charges, Commissions & Taxes', 'Swift Messages', and 'Advices'. The 'Swift Messages' option is currently selected. At the bottom of the page, there is a copyright notice: 'Copyright © 2006, 2020, Oracle and/or its affiliates. All rights reserved. | Security Information | Terms and Conditions'.

## Field Description

Field Name	Description
<b>Message ID</b>	Unique identification number for the message.
<b>Date</b>	Date of sending advice.
<b>Description</b>	The SWIFT message detailed description.
<b>Sending/Receiving Bank</b>	This displays the name of bank who has sent/received the message
<b>Message Type</b>	This shows the type of message sent/received such as MT 740etc
<b>Action</b>	The action to be taken that is to download the SWIFT details.


- Click on the desired Message ID to view the respective SWIFT details.  
The SWIFT detail appears in popup window along with the event date and description.
- Click the **Download** link against the SWIFT messages to download in selected format like PDF formats, if required.

## 19.5.1 SWIFT Message Details



### Field Description

Field Name	Description
<b>Event Date</b>	Displays the event date.
<b>Event Description</b>	Displays the description of the event.
<b>Description</b>	The details of the SWIFT message.

- a. Click  to close the window.

## 19.6 Advices

This tab denotes all the Advices being exchanged. It allows the user to view and download the advices generated for the selected Inward Guarantee.

21. Click **Advices** tab. The summary of all the Advices being exchanged.  
 OR  
 Click **Back**.  
 The **View Inward Guarantee** screen appears.

## View Inward Guarantee - Advices Tab

View Inward Guarantee

Guarantee Number 000GUAD200765501

View Guarantee Details	Message ID	Date	Description	Event Description
	1192007464220218		Guarantee Instrument	Booking Export LC-operation Advice

Page 1 of 1 (1 of 1 items) | < 1 >

Back

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## Field Description

Field Name	Description
<b>Message ID</b>	Unique identification number for the message.
<b>Date</b>	Date of sending advice.
<b>Description</b>	The detail description of advice.
<b>Event Description</b>	Displays the description of the event.
<b>Action</b>	The action to be taken that is to download the advice details.


22. Click on the desired Message ID to view the respective advice details.  
The advice detail appears in popup window along with the event date and description.
23. Click the **Download** link against the advice to download in selected format like PDF formats, if required.

## 19.6.1 Advice Details



### Field Description

Field Name	Description
<b>Event Date</b>	Displays the event date.
<b>Event Description</b>	Displays the description of the event.
<b>Description</b>	The details of the advice.

- a. Click  to close the window.
24. Click **Back**.  
The View Inward Guarantee screen appears.

[Home](#)

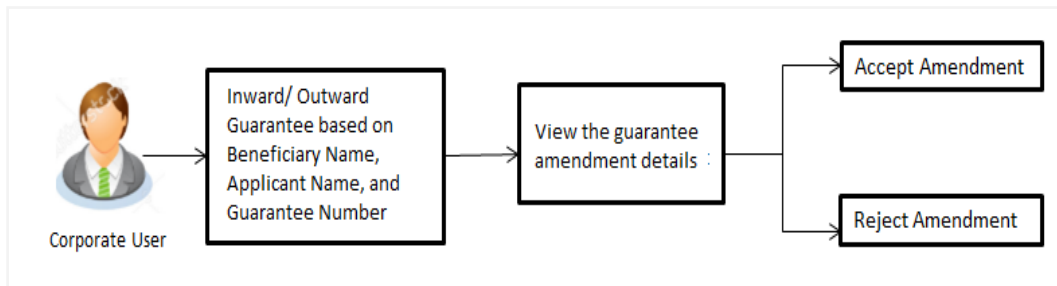
## 20. Guarantee Amendments Acceptance

User can search Guarantee Amendments done under guarantee. The user can accept / reject amendments for Inward / Outward Guarantee.

### How to reach here:

*Dashboard > Toggle menu > Trade Finance > Bank Guarantee> Inward Bank Guarantee > Guarantee Amendment Acceptance*

### Workflow



### To search discrepancies in Inward Guarantee:

1. Select the **Guarantee Amendments** option.
2. Enter the search criteria, if required
3. Click **Search**.  
The **Guarantee Amendment Acceptance** screen appears with the search results.  
OR  
Click **Reset** to reset the search criteria.  
OR  
Click **Cancel** to cancel the transaction. The **Dashboard** appears.



## Inward Guarantee Amendment - Customer Acceptance Search Result

Select	Amendment Number	Product Name	Applicant Name	Guarantee Number	Undertaking Amount	
<input type="checkbox"/>	1	Inward Bank Guarantee	FIXNETIX	PK2GUAD19126AB76	GBP50,000.00	<a href="#">View</a>
<input type="checkbox"/>	1	Inward Bank Guarantee	FIXNETIX	PK2GUAD19126AB70	GBP50,000.00	<a href="#">View</a>
<input type="checkbox"/>	2	Inward Bank Guarantee	FIXNETIX	PK2GUAD19126AB70	GBP50,000.00	<a href="#">View</a>
<input type="checkbox"/>	1	Inward Bank Guarantee	PREETHI3	PK1GUAD20011A6KG	GBP10,000.00	<a href="#">View</a>
<input type="checkbox"/>	1	Inward Bank Guarantee	PREETHI3	PK1GUAD20011A6YB	GBP10,000.00	<a href="#">View</a>


### Field Description

Field Name	Description
<b>Search</b>	
<b>Guarantee Number</b>	The Inward Guarantee number.
<b>Beneficiary Name</b>	The name of the beneficiary of the Inward Guarantee.
<b>Applicant Name</b>	The name of the applicant of the Inward Guarantee.
<b>Search Result</b>	
<b>Amendment Number</b>	The amendment number of the Inward Guarantee.
<b>Product Name</b>	The product of the guarantee for which amendment acceptance is required.
<b>Applicant Name</b>	The name of the applicant of the Inward Guarantee.
<b>Guarantee Number</b>	The Inward Guarantee number against which amendment acceptance is required.
<b>Undertaking Amount</b>	The undertaking amount for the Inward Guarantee.

- Click on the desired **Amendment Number** link to view the Guarantee Amendment details. The amendment details appear.

## Guarantee Amendment Acceptance - Amendment Details

Viewer
ATM/Branch
English



105 Welcome, OBDX Checker  
Last login 30 Apr 02:55 PM

---

Guarantee Number 000GUAD200762501

Party ID  
\*\*\*782

**Applicant Details**

Applicant Name  
Oracle Corp  
Address  
new tech park  
plot no 29  
London  
Country  
GB  
Date of Application  
16 Mar 2020

**Instructing Party**

Name  
PREETHI2  
Address  
muthaiah mudali street,off

**Product Details**

Product  
Guarantee Advising  
Type of Guarantee

Branch

**Beneficiary Details**

Beneficiary Name  
Oracle Corp  
Address  
ORACGBZL000  
new tech park  
plot no 29  
Country

**Issuing Bank**

**Advising Through Bank**

**Sender to Receiver Information**

---

**Commitment Details**

Contract Reference No

Additional Amount Information

Charges  
new charges  
Governing Law and/or Place of Jurisdiction

Undertaking Amount  
£42,444.00

Effective Date  
16 Mar 2020  
Transfer Indicator  
No  
Underlying Transaction Details  
Demand Indicator

---

**Presentation Documents and Undertaking Terms and Conditions**

Other Amendments to Undertaking  
new condition amend  
Document and Presentation Instructions  
new comments

---

**Expiry & Extension Instructions**

**Expiry Details**

Expiry Type  
Conditional  
Automatic Extension Period

Automatic Extension Non-Extension Notification

Guarantee Expiry Date

Closure Date  
14 Jul 2020  
Automatic Extension Notification Period  
Automatic Extension Final Expiry Date

---

**Delivery Details**

Delivery of Original Undertaking

Delivery To/Collection by

---

**Bank Instructions**

Remarks

Accept
Reject
Cancel
Back

---

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5. Click **Accept** to accept the amendment.
- OR
- Click **Reject** to reject the amendment.

- OR  
Click **Back**. The **Guarantee Amendment Acceptance** screen with search result appears.  
OR  
Click **Cancel** to cancel the transaction. The **Dashboard** appears.
6. The success message Guarantee Amendment Acceptance appears along with the reference number.
  7. Click **Go to Dashboard**, to navigate to the dashboard.

[Home](#)

## 21. Claims

This option allows the user to lodge a claim on received Bank Guarantee from OBDX. User can search the BG against which he wants to lodge a claim. The user has to provide the details required to lodge a claim. Facility to attach documents will also be available.

The user can also send the application to his bank (OBTFFPM).

### Pre-Requisites

- User must have a valid corporate party Id and login credentials in place

### How to reach here:

*Dashboard > Toggle menu > Trade Finance > Bank Guarantee > Inward Bank Guarantee > Lodge Claim > Claims*

## 21.1 Search Claims

User can search the bank guarantee against which he wants to lodge a claim.

### To search a bank guarantee:

1. Navigate to **Claims** screen

### Claims - Guarantee Search

The screenshot displays the 'Claims - Guarantee Search' page in the Futura Bank system. The page header includes the Futura Bank logo, a search icon, and a user greeting: 'Welcome, ASHLEY CHARLES' with a dropdown arrow and 'Last login: 18 Feb 09:20 AM'. The main content area is titled 'Claims' and shows the search criteria for 'GOODCARE PLC | \*\*\*044'. The search form includes the following fields:

- Guarantees Number:** A text input field.
- Applicant Name:** A text input field.
- Issue Date Range:** A date range selector with 'From' and 'To' fields and calendar icons.
- Beneficiary Name:** A dropdown menu with the option 'Select Multiple Parties'.
- Undertaking Amount:** A dropdown menu with options 'All', 'From', and 'To'.
- Expiry Date Range:** A date range selector with 'From' and 'To' fields and calendar icons.

At the bottom left of the form, there are 'Search' and 'Reset' buttons. At the bottom right, there is a 'Help' button and a video call icon.

### Field Description

Field Name	Description
<b>Guarantee Number</b>	The guarantee number of the guarantee against which the user can lodge a claim.

<b>Field Name</b>	<b>Description</b>
<b>Beneficiary Name</b>	The name of the beneficiary of the guarantee.
<b>Applicant Name</b>	The name of the applicant.
<b>Currency</b>	The currency of the undertaking amount for the guarantee.
<b>Undertaking Amount -From To</b>	The undertaking amount start and end range for which the guarantee is issued.
<b>Issue Date Range - From To</b>	The start and end date of guarantee issued.
<b>Expiry Date Range - From To</b>	The expiry date range of the guarantee.

2. Enter the search criteria and click **Search**. The search results matching search criteria appears on the screen.  
OR  
Click **Reset** to reset the data entered.

## Claims - Guarantee Search Results

futura bank

Viewer ATM/Branch English

Welcome, Acme Corporation Checker  
Last login 04 Jun 04:19 PM

**Claims**  
GOODCARE PLC | \*\*\*044

**Lodge a Claim**

Guarantee Number

Applicant Name

Issue Date Range

From  To

Beneficiary Name

*Select Multiple Parties*

Undertaking Amount

USD  From  To

Expiry Date Range

From  To

Search Reset Download

Guarantee Number	Applicant Name	Beneficiary Name	Issue Date	Expiry Date	Guarantee Status	Undertaking Amount	Outstanding Amount	Claims
PK2GUAD19126AWSU	PREETHI9	NATIONAL FREIGHT CORP	06 May 2019	04 Aug 2019	ACTIVE	GBP10,000.00	GBP10,000.00	0.00
PK1GUAD20011A7C7	FIXNETIX	NATIONAL FREIGHT CORP	11 Jan 2020	10 Apr 2020	ACTIVE	GBP44,000.00	GBP44,000.00	0.00
PK1GUAD20011A7C9	FIXNETIX	NATIONAL FREIGHT CORP	11 Jan 2020	10 Apr 2020	ACTIVE	EUR33,000.00	EUR33,000.00	0.00
PK1GUAD20011A7C8	FIXNETIX	NATIONAL FREIGHT CORP	11 Jan 2020	10 Apr 2020	ACTIVE	GBP44,000.00	GBP44,000.00	0.00
PK1GUAD20011A7CA	FIXNETIX	NATIONAL FREIGHT CORP	11 Jan 2020	10 Apr 2020	ACTIVE	EUR33,000.00	EUR33,000.00	0.00
000GUAD20076AF1P	PREETHI3	NATIONAL FREIGHT CORP	16 Mar 2020	14 Jun 2020	ACTIVE	GBP10,000.00	GBP10,000.00	0.00
PK1GUAD20011A6KG	PREETHI3	NATIONAL FREIGHT CORP	11 Jan 2020	10 Apr 2020	ACTIVE	GBP10,000.00	GBP10,000.00	0.00
PK1GUAD20011A6YB	PREETHI3	NATIONAL FREIGHT CORP	11 Jan 2020	10 Apr 2020	ACTIVE	GBP10,000.00	GBP10,000.00	0.00
PK1GUAD20011A6YC	PREETHI3	NATIONAL FREIGHT CORP	11 Jan 2020	10 Apr 2020	ACTIVE	GBP10,000.00	GBP10,000.00	0.00
PK1GUAD200112501	NATIONAL FIXNETIX	FIXNETIX	10 Jan 2020	04 Feb 2020	ACTIVE	GBP8,000.00	GBP8,000.00	0.00

Page 1 of 28 (1-10 of 272 items) 1 2 3 4 5 ... 28

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### Field Description

Field Name	Description
<b>Search Result</b>	
<b>Guarantee Number</b>	The guarantee number of the guarantee against which the user can lodge a claim.
<b>Applicant Name</b>	The name of the applicant.
<b>Beneficiary Name</b>	The name of the beneficiary of the guarantee.
<b>Issue Date</b>	The date on which the guarantee issued.
<b>Expiry Date</b>	The expiry date of the guarantee.
<b>Guarantee Status</b>	The status of the issued guarantee.

Field Name	Description
<b>Undertaking Amount</b>	The undertaking amount along with the currency for which the guarantee is issued.
<b>Outstanding Amount</b>	The outstanding amount along with the currency of the issued guarantee.
<b>Claim</b>	The claimed amount.

3. Click the **Guarantee Number** link to view the guarantee claim details. The Claims detail screen appears.

## 21.2 **Claims - Detail**

The user can enter the details required for a claim that is to be lodged against the issued guarantee. After entering the required information he has to send the application to his bank (OBTFPM).

**To lodge a claim:**

## Claims – Detail

Viewer v ATM/Branch English v

Welcome, Acme Corporation Checker v  
Last login 04 Jun 04:19 PM

### Claims

GOODCARE PLC | \*\*\*044

Party Name FIXNETIX	Claimed to Guarantee Reference No. PK1GUAD20011A7C9 <span style="color: green; font-weight: bold;">ACTIVE</span>	Beneficiary Name NATIONAL FREIGHT CORP	Outstanding Amount EUR33,000.00
Lodgement Date 11 Jan 2020 <a href="#">Less Information</a>	Expiry Type FIXED	Expiry Date 10 Apr 2020	Demand Indicator

**31L**  
Date of Demand  
24 May 2021 📅

**22G**  
Demand Type  
 Pay or Extend  Pay Only

**31E**  
New Expiry Date  
31 May 2021 📅

**32B**  
Claim Amount  
EUR v EUR12,000.00  
Local currency equivalent  
GBP10,169.49

**78**  
Additional Amount Information  
Claim against insurance

**49A**  
Demand Statement  
COMPS3232

**77**  
Presentation Completion Details  
Presentation details

**72Z**  
Sender to Receiver Information  
*Type Information*

Remarks  
*Type Information*

Attachments  

Drop files here or click here to Add Files 📁

File size should not be more than 5 MB. Supported files: .JPEG, .PNG, .DOC, .PDF, .TXT, .ZIP. Multiple files can be uploaded at a time.

I accept Terms & Conditions

Preview Draft Copy

Submit Cancel Back

**Information**

You can lodge a claim against the guarantee received using this facility and by providing the details here.

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## Field Description

Field Name	Description
<b>Party Name</b>	The party name of the customer.
<b>Claimed to Guarantee Reference No.</b>	The guarantee reference number against which user has to lodge a claim.
<b>Beneficiary Name</b>	The name of the beneficiary of the guarantee to be claimed.
<b>Outstanding Amount</b>	The outstanding amount along with the currency of the guarantee.
<b>Lodgement Date</b>	The date on which the claim was lodged. This field appears if the user click on <a href="#">More Information</a> link.
<b>Expiry Type</b>	The type of validity of guarantee. This field appears if the user click on <a href="#">More Information</a> link.
<b>Expiry Date</b>	The expiry date of the guarantee. This field appears if the user click on <a href="#">More Information</a> link.
<b>Demand Indicator</b>	Displays the details of whether the multiple or partial demands are permissible while initiating Guarantee claim. This field appears if the user click on <a href="#">More Information</a> link.
<b>Date of Demand</b>	The date on which the demand was raised by the beneficiary.
<b>Demand Type</b>	This field specifies the type of demand. Values are: <ul style="list-style-type: none"> <li>• Pay or Extend</li> <li>• Pay Only</li> </ul>
<b>New Expiry Date</b>	The new expiry date of the Guarantee. This field appears, if you select <b>Pay or Extend</b> option in the <b>Demand Type</b> field.
<b>Claim Amount</b>	The amount to be claimed against the guarantee. The user has to select the claim currency.
<b>Additional Amount Information</b>	The details on additional amount.

Field Name	Description
<b>Demand Statement</b>	The demand statement.
<b>Presentation Completion Details</b>	The details of presentation completion. Applicable only if demand statement is provided.
<b>Sender To Receiver Information</b>	The additional information for the receiver.
<b>Remarks</b>	Any instructions provided to bank for lodging a claim is mentioned here.
<b>Attachments</b>	The supporting document that needs to be attached.

1. From the **Date of Demand** field, select the date of demand of the guarantee.
2. In the **Demand Type** field, select the type of demand.
3. If you have selected **Pay or Extend** option in the **Demand Type** field:
4. In the **New Expiry Date** field, select the new expiry date of the guarantee.
5. In the **Claim Amount** field, select the Currency and enter the claim amount.
6. In the **Additional Amount Information** field, enter the details of additional information for lodging the claim.
7. In the **Demand Statement** field, enter the details of demand statement.
8. In the **Presentation Completion Details** field, enter the details of presentation completion.
9. In the **Sender To Receiver Information** field, enter the additional information for the receiver.
10. In the **Remarks** field, enter the instructions provided to bank for lodging the claim.
11. Click **Attachments** to upload the document. The Attach Document popup window appears. Browse and select the required document present on your computer.
12. Select the **Terms and Conditions** check box to accept the Terms and Conditions.
13. Click **Preview Draft Copy** to have a preview of draft.
14. Click **Submit**. The transaction is saved and the **Claims – Review** screen appears.  
OR  
Click **Back** to go back to previous screen.  
OR  
Click **Cancel** to cancel the transaction, The **Dashboard** appears.
15. Verify the details, and click Confirm.  
OR  
Click **Cancel** to cancel the transaction. The **Dashboard** appears.  
OR  
Click **Back** to go back to previous screen.
16. The success message appears along with the reference number. Click **OK** to complete the transaction.

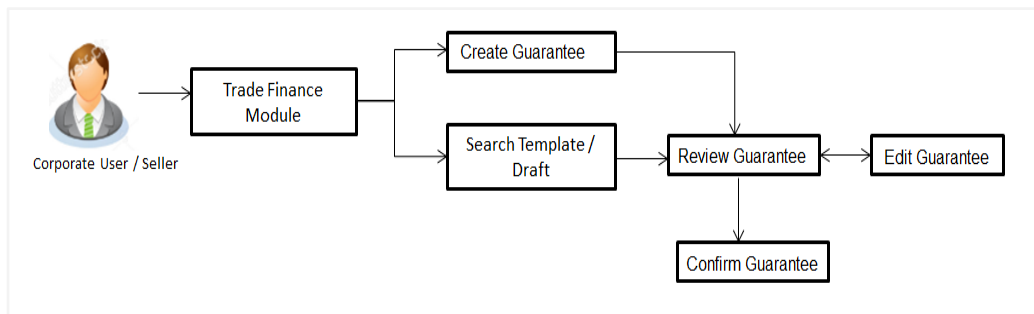
## 22. Initiate Outward Guarantee

Using this option, you can apply for an Outward Bank Guarantee (BG). For the BG application, you must enter the details under the five heads of the application available in this option viz. Parties, Commitment Details, Bank Instructions and Guarantee Advices and Attachments. The Outward Guarantee application goes through the "Maker-Checker" cycle and once it is authorized, the details are sent to the host system.

### Pre-Requisites

- User must have a valid corporate party Id and login credentials in place

### Workflow



### User has three options to initiate Collection

- Using existing Templates
- Using existing Drafts
- Initiating Guarantee ( New Application)

These are explained in detail underneath.

### How to reach here:

*Dashboard > Toggle menu > Trade Finance > Bank Guarantee > Outward Bank Guarantee > Initiate Bank Guarantee*

OR

*Dashboard > Trade Finance > Overview > Quick Links > Apply Outward Guarantee*

### 22.1 Search Guarantee template

User can save guarantee application as a Template so that same can be used for creation of similar kind of Collections, if required in future repeatedly. User can search the saved guarantee template using Template Name. Also, it has different access levels for user to save.

---

**Note:** Guarantee Application saved as **Template** can be re used any number of times for Guarantee Initiation.

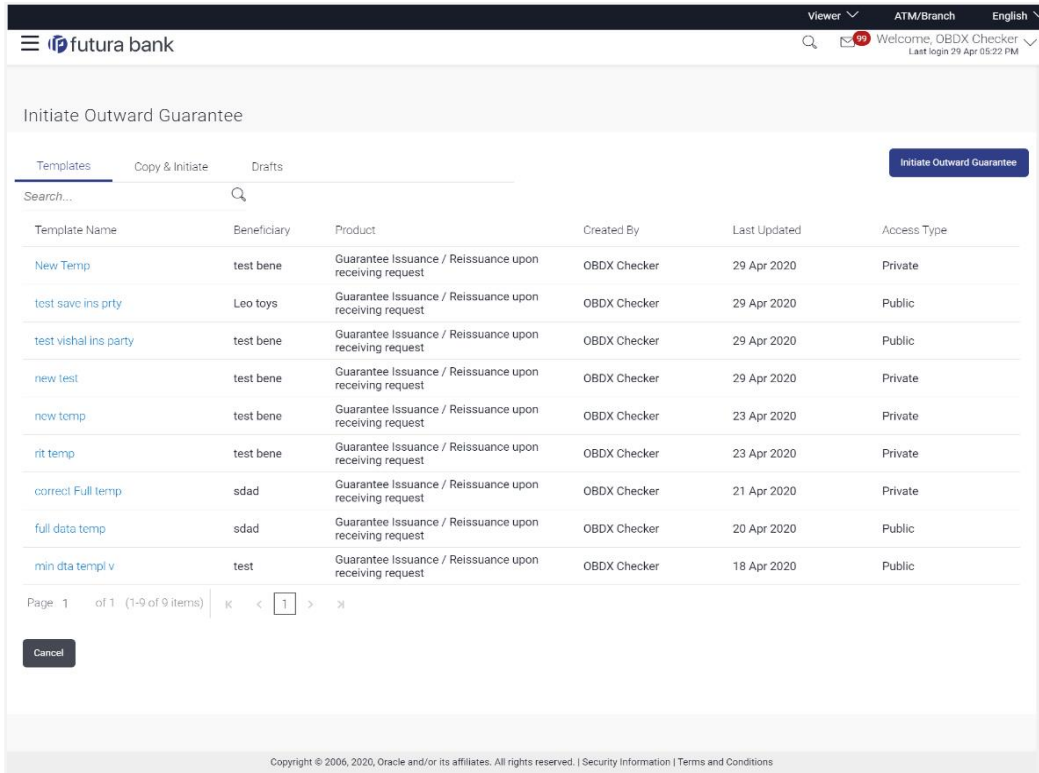
---

### To search the Guarantee template:

1. In the **Search** field, enter the template name.

2. Click . The saved guarantee templates appears based on search criteria.

## Guarantee Template - Search Result



The screenshot shows the 'Initiate Outward Guarantee' search results page. The page header includes 'futura bank' and user information: 'Welcome, OBDX Checker' and 'Last login 29 Apr 05:22 PM'. The main content area displays a table of guarantee templates. The table has the following columns: Template Name, Beneficiary, Product, Created By, Last Updated, and Access Type. The table contains 10 rows of data. Below the table, there is a pagination control showing 'Page 1 of 1 (1-0 of 0 items)' and a 'Cancel' button.

Template Name	Beneficiary	Product	Created By	Last Updated	Access Type
New Temp	test bene	Guarantee Issuance / Reissuance upon receiving request	OBDX Checker	29 Apr 2020	Private
test savc ins prty	Leo toys	Guarantee Issuance / Reissuance upon receiving request	OBDX Checker	29 Apr 2020	Public
test vishal ins party	test bene	Guarantee Issuance / Reissuance upon receiving request	OBDX Checker	29 Apr 2020	Public
new test	test bene	Guarantee Issuance / Reissuance upon receiving request	OBDX Checker	29 Apr 2020	Private
ncw temp	test bene	Guarantee Issuance / Reissuance upon receiving request	OBDX Checker	23 Apr 2020	Private
rit temp	test bene	Guarantee Issuance / Reissuance upon receiving request	OBDX Checker	23 Apr 2020	Private
correct Full temp	sdad	Guarantee Issuance / Reissuance upon receiving request	OBDX Checker	21 Apr 2020	Private
full data temp	sdad	Guarantee Issuance / Reissuance upon receiving request	OBDX Checker	20 Apr 2020	Public
min dta templ v	test	Guarantee Issuance / Reissuance upon receiving request	OBDX Checker	18 Apr 2020	Public

## Field Description

Field Name	Description
<b>Search Result</b>	
<b>Template Name</b>	The name using which template is stored and can be clicked to initiate a Guarantee application.
<b>Beneficiary</b>	The name of the beneficiary of the Outward Guarantee.
<b>Product</b>	Product for the given Bank Guarantee.
<b>Created by</b>	The name of the maker who created the template.
<b>Last Updated</b>	The latest updated date of the template.
<b>Access Type</b>	The type of access granted to template whether it is public or private.


- Click **Initiate Outward Guarantee**. The **Initiate Outward Guarantee** screen appears.  
OR  
Click **Cancel** to cancel the transaction, The **Dashboard** appears.

## 22.2 Copy and Initiate Outward Guarantee

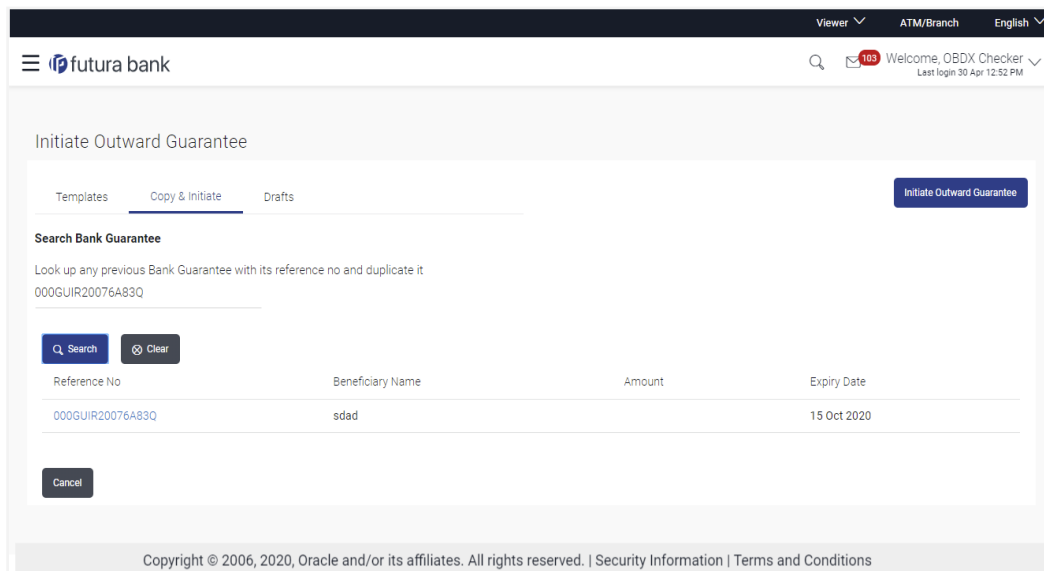
User can initiate trade transaction by copying the contents from a similar and existing trade instrument, so that he does not have to provide the details again.

### To search the Outward Guarantee:

- In the **Search** field, enter the Bank Guarantee with its reference number.

- Click . The saved Outward Guarantee appears based on search criteria.  
OR  
Click **Clear** to reset the data entered.  
OR  
Click **Cancel** to cancel the transaction.

### Initiate Outward Guarantee - Search Result



The screenshot shows the 'Initiate Outward Guarantee' interface. At the top, there are navigation options for 'Viewer', 'ATM/Branch', and 'English'. The main header includes the 'futura bank' logo and a user profile for 'Welcome, OBDX Checker' with a last login time of '30 Apr 12:52 PM'. Below the header, there are tabs for 'Templates', 'Copy & Initiate', and 'Drafts', with a blue 'Initiate Outward Guarantee' button on the right. The 'Search Bank Guarantee' section contains a search input field with the value '000GUIR20076A83Q' and buttons for 'Search' and 'Clear'. Below the search field is a table with the following data:

Reference No	Beneficiary Name	Amount	Expiry Date
000GUIR20076A83Q	sdad		15 Oct 2020

At the bottom of the search results, there is a 'Cancel' button. The footer contains the copyright notice: 'Copyright © 2006, 2020, Oracle and/or its affiliates. All rights reserved. | Security Information | Terms and Conditions'.

### Field Description

Field Name	Description
<b>Outward Guarantee Reference Number</b>	The existing Outward Guarantee reference number which needs to be copied and similar one initiated.

Field Name	Description
<b>Search Result</b>	
<b>Reference Number</b>	The existing Outward Guarantee reference number to be copy and initiate. Click on the link to view the details of Outward Guarantee initiated.
<b>Beneficiary Name</b>	The name of the beneficiary of the Outward Guarantee.
<b>Amount</b>	The currency and amount of the Outward Guarantee application.
<b>Expiry Date</b>	The expiry date of the Outward Guarantee.


3. Click on the desired Outward Guarantee reference number whose details to be copied. The **Initiate Outward Guarantee** screen appears.
4. Do the desired changes and, click **Initiate Outward Guarantee** to create new Outward Guarantee.

## 22.3 Search Guarantee Drafts

User can save Guarantee application as a Draft so that it can be used if required in future. User can search the saved Collection draft using Draft Name.

**Note:** Guarantee Application saved as **Draft** can be used only one time for Guarantee Application initiation.

### To search the Guarantee draft:

1. In the **Search** field, enter the draft name.
2. Click . The saved guarantee draft appears based on search criteria.

## Guarantee Draft - Search Result

The screenshot shows the 'Initiate Outward Guarantee' search results page. At the top, there is a navigation bar with 'Viewer', 'ATM/Branch', and 'English' dropdowns. Below that is the 'futura bank' logo and a user greeting: 'Welcome, OBDX Checker' with 'Last login 29 Apr 05:22 PM'. The main heading is 'Initiate Outward Guarantee'. There are three tabs: 'Templates', 'Copy & Initiate', and 'Drafts' (which is active). A search bar is present with a magnifying glass icon. Below the search bar is a table with two columns: 'Draft Name' and 'Saved On'. One row is visible with the draft name 'full data temp swift' and the date '21 Apr 2020'. Below the table is a pagination control showing 'Page 1 of 1 (1 of 1 items)' and navigation arrows. A 'Cancel' button is located at the bottom left. A footer contains copyright information: 'Copyright © 2006, 2020, Oracle and/or its affiliates. All rights reserved. | Security Information | Terms and Conditions'.

### Field Description

Field Name	Description
<b>Search Result</b>	
<b>Draft Name</b>	The name of the Guarantee application saved as draft.
<b>Saved On</b>	The date on which the draft is saved.

3. Click **Initiate Outward Guarantee**. The **Initiate Outward Guarantee** screen appears.  
OR  
Click **Cancel** to cancel the transaction, The **Dashboard** appears.

## 22.4 Initiate an Outward Guarantee

Using this option, you can initiate an Outward Guarantee in the application.

### To initiate Bank Guarantee application:

1. Click **Initiate Outward Guarantee** on **Initiate Outward Guarantee** screen.

## Outward Guarantee Details

**Initiate Outward Guarantee**  
GOODCARE PLC | \*\*\*D44

Viewer | ATM/Branch | English

Welcome, Acme Corporation Checker  
Last login 03 Jun 12:25 PM

**Outward Guarantee Details**

**50**  
Applicant Name: GOODCARE PLC  
Address: 12 King Street  
Country: GREAT BRITAIN  
Select Product: GUIR - GUIR Guarantee Issuance ...  
Type of Guarantee: Bill of Lading Guarantee

**51**  
Instructing Party Name: abcd  
Address: CITIGB2LNNN  
Country: Please Select

**59A**  
Beneficiary Details  
 Existing  New  
Beneficiary Name: MARKS AND SPICER  
Address: MARGUSZSXXX  
Country: UNITED STATES

**56A**  
Advising Bank  
 Swift Code  Bank Address  
CITIGB2LNNN  
Lookup SWIFT Code

**57A**  
Advising Through Bank  
 Swift Code  Bank Address  
CITIGB2LNNN  
Lookup SWIFT Code

Next Save As Draft Cancel Back

Limits  
Party id: GOODCARE PLC  
Limit: [Reset]

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### Field Description

Field Name	Description
Party Name	The name of the applicant is displayed.



<b>Field Name</b>	<b>Description</b>
<b>Party ID</b>	The party Id of the customer which has access to creating guarantee.
<b>Limits</b>	Indicates the available limits for applicant under the selected Line.
<b>Applicant Details</b>	
<b>Applicant Name</b>	The name of applying party.
<b>Address</b>	The address of applying party.
<b>Country</b>	The country of applying party.
<b>Product</b>	The product type as coming from Host.
<b>Type of Guarantee</b>	Indicates the various guarantee type. The options are: <ul style="list-style-type: none"> <li>• Advance Payment Guarantee</li> <li>• Bill of Lading Guarantee</li> <li>• Customs Guarantee</li> <li>• Direct Pay Guarantee</li> <li>• Insurance Guarantee</li> <li>• Judicial Guarantee</li> <li>• Lease Guarantee</li> <li>• Other Guarantee</li> <li>• Payment Guarantee</li> <li>• Performance Guarantee</li> <li>• Retention Guarantee</li> <li>• Shipping Guarantee</li> <li>• Tender Guarantee</li> <li>• Warranty/ Maintenance</li> </ul>
<b>Instructing Party Name</b>	The name of the obligator or instructing party.
<b>Address</b>	The address of the obligator or instructing party.
<b>Country</b>	The country of instructing party.

Field Name	Description
<b>Beneficiary Details</b>	<p>Indicates beneficiary party type.</p> <p>The options are:</p> <ul style="list-style-type: none"> <li>• Existing</li> <li>• New</li> </ul>
<b>Beneficiary Name</b>	<p>The name of beneficiary party.</p> <p>This field allows you to enter the beneficiary name, if you select <b>New</b> option from <b>Beneficiary Details</b> field.</p> <p>This field allows you to select the beneficiary name, if you select <b>Existing</b> option from <b>Beneficiary Details</b> field.</p>
<b>Address</b>	<p>The address of beneficiary party.</p> <p>This field is enabled only if the <b>New</b> option is selected in the <b>Beneficiary Type</b> field.</p>
<b>Country</b>	<p>The country of beneficiary party.</p> <p>This field is enabled only if the <b>New</b> option is selected in the <b>Beneficiary Type</b> field.</p>
<b>Advising Bank</b>	<p>The option to select the mode of advising bank.</p> <p>The options are:</p> <ul style="list-style-type: none"> <li>• SWIFT Code</li> <li>• Name and Address</li> </ul>
<b>SWIFT Code</b>	The SWIFT code of Advising Bank.
<b>Bank Address</b>	The bank address of the Advising Bank.
<b>Lookup SWIFT Code</b>	<p>Search and select the SWIFT code of the advising bank, available in the application.</p> <p>This field is enabled if the <b>SWIFT Code</b> option is selected in the <b>Advising Bank</b> field.</p>
<b>SWIFT code Look up</b>	<p>The following fields appear on a pop up window if the <b>Lookup SWIFT Code</b> link is clicked.</p>
<b>Swift Code</b>	The facility to lookup bank details based on SWIFT code.
<b>City</b>	The facility to search for the SWIFT code based on city.
<b>Bank Name</b>	The facility to search for the SWIFT code based on the bank name.

Field Name	Description
<b>SWIFT Code Lookup - Search Result</b>	
<b>Bank Name</b>	The names of banks as fetched on the basis of the search criteria specified.
<b>Address</b>	The complete address of each bank as fetched on the basis of the search criteria specified.
<b>SWIFT Code</b>	The list of SWIFT codes as fetched on the basis of the search criteria specified.
<b>Bank Name</b>	The name of Bank who acts on behalf of Advising. This field is enabled if the <b>Bank Address</b> option is selected in the <b>Advising Bank</b> field.
<b>Address</b>	The address of Advising Bank. This field is enabled if the <b>Bank Address</b> option is selected in the <b>Advising Bank</b> field.
<b>Country</b>	The name of Advising Bank's country. This field is enabled if the <b>Bank Address</b> option is selected in the <b>Advising Bank</b> field.
<b>Advising Through Bank</b>	The option to select the mode of advising bank. The options are: <ul style="list-style-type: none"> <li>• SWIFT Code</li> <li>• Name and Address</li> </ul>
<b>SWIFT Code</b>	The SWIFT code of Advising Through Bank.
<b>Bank Address</b>	The bank address of the Advising Through Bank.
<b>Lookup SWIFT Code</b>	Search and select the SWIFT code of the advising bank, available in the application. This field is enabled if the <b>SWIFT Code</b> option is selected in the <b>Advising Through Bank</b> field.
<b>Bank Name</b>	The name of Bank who acts on behalf of Advising Through Bank. This field is enabled if the <b>Bank Address</b> option is selected in the <b>Advising Through Bank</b> field.

Field Name	Description
<b>Address</b>	The address of Advising Bank. This field is enabled if the <b>Bank Address</b> option is selected in the <b>Advising Through Bank</b> field.
<b>Country</b>	The name of Advising Bank's country. This field is enabled if the Bank Address option is selected in the Advising Through Bank field.

2. From the **Applicant Name** list, select the applicant for whom guarantee is to be initiated.
3. From the **Select Product look up**, select the appropriate option.
4. From the **Type of Guarantee** list, select the appropriate option.
5. In the Instructing **Party Name** field, enter the name of Obligor / Instructing party.
6. In the **Address** field, enter the address of Obligor / Instructing party.
7. From the **Country** list, select the country of of Obligor / Instructing party.
8. In the **Beneficiary Details** field, select the appropriate option to select the beneficiary.
  - a. If you select **Existing** option:
    - i. From the **Beneficiary Name**, select the appropriate option.
  - b. If you enable **New** option:
    - i. In the **Beneficiary Name** list, enter the name of the beneficiary.
    - ii. In the **Address** field, enter the address of the beneficiary.
    - iii. From the **Country** list, select the appropriate country.
9. In the **Advising Bank** field, select the appropriate option.
  - a. If you select **Swift Code** option, use the lookup and select the right swift code or enter the SWIFT Code and click **Verify**.  
The Advising Bank detail appears.  
OR  
If you select **Bank Address** option:
    - i. In the **Name** field, enter the name of the advising bank.
    - ii. In the **Address (1-3)** field, enter the address of the advising bank.
    - iii. From the **Country** list, select the appropriate country.
10. In the **Advising Through Bank** field, select the appropriate option.
11. If you select **Swift Code** option, use the lookup and select the right swift code or enter the SWIFT Code and click Verify. The Advising through Bank detail appears.  
OR  
Click **Reset** to cancel entered details.  
OR  
If you select **Bank Address** option:
  - i. In the **Name** field, enter the name of the advising bank.
  - ii. In the **Address (1-3)** field, enter the address of the advising bank.
  - iii. From the **Country** list, select the appropriate country.

12. Click **Next** or click the **Commitment** Details tab.  
 The Commitment Details tab appears in the **Initiate Outward Guarantee** screen.  
 OR  
 Click **Save As Draft**, system allows transaction details to be saved as a template or draft.  
 (For more details, refer Save As Template or Save As Draft section.)  
 OR  
 Click **Back** to go back to previous screen.  
 OR  
 Click **Cancel** to cancel the transaction.

## 22.4.1 Initiate Outward Guarantee - Commitment Details tab

This tab includes the commitment details of the Outward Guarantee application.

### Initiate Outward Guarantee - Commitment Details tab

The screenshot displays the 'Initiate Outward Guarantee' interface for 'GOODCARE PLC | \*\*\*044'. The 'Commitment Details' tab is active, showing the following fields:

- Contract Reference Number:** 1234567890
- 32B Undertaking Amount:** GBP (dropdown) GBP999.00
- 39D Additional Amount Information:** (Empty text box)
- 30 Effective Date:** 22 Mar 2019
- 48D Transfer Indicator:**  Yes  No
- 45L Underlying Transaction Details:** (Empty text box)
- 71D Charges:** 28 (Empty text box)
- 44H Governing Law and/or Place of Jurisdiction:** (Empty text box)
- 48B Demand Indicator:** Partial demands not permitted (dropdown)

At the bottom, there are buttons for **Next**, **Save As Draft**, **Cancel**, and **Back**. The footer contains the text: Copyright © 2006, 2020, Oracle and/or its affiliates. All rights reserved. | Security Information | Terms and Conditions

**Field Description**

<b>Field Name</b>	<b>Description</b>
<b>Contract Reference No.</b>	The beneficiary's reference number for the Outward Guarantee contract.
<b>Undertaking Amount</b>	The amount for which the Outward Guarantee was created along with the currency.
<b>Additional Amount Information</b>	The details of the obligator/ Concerning party for the Outward Guarantee, and information for the undertaking such as interests, tolerances.  +/- Tolerances to be specified as 2n/2n format.
<b>Effective Date</b>	The effective date of the Outward Guarantee.
<b>Charges</b>	The details of the charges, and who will bear it for the Outward Guarantee.
<b>Transfer Indicator</b>	The toggle button to define whether transfer of the instrument is permissible for the Outward Guarantee.
<b>Transfer Conditions</b>	The details of the transfer values under the Outward Guarantee.  This field is enabled only if the <b>Transfer Indicator</b> is opted for it.
<b>Underlying Transaction Details</b>	The details of the underlying business transactions for which undertaking is issued.
<b>Governing Law and/or Place of Jurisdiction</b>	The details of the Governing Law and/or Place of Jurisdiction applicable to the undertaking.
<b>Demand Indicator</b>	The details of whether the multiple or partial demands are permissible while initiating Outward Guarantee or not.  The options available for selection are: <ul style="list-style-type: none"> <li>• NMLT Multiple demands not permitted</li> <li>• NMPT Multiple and partial demands not permitted</li> <li>• NPRT Partial demands not permitted</li> </ul>

13. In the **Contract Reference No.** field, enter the beneficiary's reference number for the Outward Guarantee contract.

14. In the **Undertaking Amount** field, enter the amount for the Outward Guarantee application.

15. In the **Additional Amount Information** field, enter the details of additional information for the undertaking such as interests, tolerances..

16. In the **Effective Date** field, select the effective date of the Outward Guarantee.

17. In the **Charges** field, enter the details of the charges, and who will bear it for the Outward Guarantee.
18. Click the **Transfer Indicator** toggle button to decide whether the undertaking is transferrable or not.
  - If **Transfer Indicator** is "Yes";
    - i. In the **Transfer Condition** field, enter the details of the transfer values under the Outward Guarantee.
19. In the **Underlying Transaction Details** field, enter the details of the underlying business transactions for which undertaking is issued.
20. In the **Governing Law and/or Place of Jurisdiction** field, enter the details of the Governing Law and/or Place of Jurisdiction applicable to the undertaking.
21. From the **Demand Indicator** list, select the permissible demands for initiating Outward Guarantee.
22. Click **Continue** or click the **Presentation Documents And Undertaking Terms and Conditions** tab.
  - The **Presentation Documents And Undertaking Terms and Conditions** tab appears in the **Initiate Outward Guarantee** screen.
  - OR
  - Click **Initiate Guarantee**. The transaction is saved and the **Initiate Outward Guarantee – Verify** screen appears.
  - OR
  - Click **Save As**, system allows transaction details to be saved as a template or draft. (For more details, refer **Save As Template** or **Save As Draft** section.)
  - OR
  - Click **Back** to go back to previous screen.
  - OR
  - Click **Cancel** to cancel the transaction.

#### **22.4.2 Initiate Outward Guarantee - Presentation Documents And Undertaking Terms and Conditions tab**

This tab includes the documents and undertaking terms and conditions present in the Outward Guarantee application.

## Initiate Outward Guarantee - Presentation Documents And Undertaking Terms and Conditions tab

Initiate Outward Guarantee  
GOODCARE PLC | \*\*\*044

Outward Guarantee Details: Presentation Documents and Undertaking Terms and Conditions

Commitment Details: 77U

Presentation Terms and Conditions:  Standard  Non standard

Instructions: I/WE, FUTURA BANK, LONDON ON BEHALF OF OUR CLIENT SUPREME CORP, HEREBY PRESENT OUR CONFIRMATION OF THE FUNDS WHICH IS THE ABOVE MENTIONED AMOUNT IN AN ACCOUNT NUMBER WITH US, AS OF THE DATE OF THIS TRANSMISSION. BY VIRTUE OF THIS INSTRUMENT WE FUTURA BANK, LONDON CONFIRM WE HAVE PLACED, THE SAID FUND ON ADMINISTRATIVE HOLD TILL THE EXPIRY OF THIS INSTRUMENT IN FAVOR OF BENEFICIARY LISTED ABOVE. THE FUND SHALL REMAIN UNENCUMBERED FROM

Charges: 45C

Attachments: Document and Presentation Instructions  
Please enter Document and Presentation Instructions

Next Save As Draft Cancel Back

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### Field Description

Field Name	Description
<b>Undertaking Terms and Condition</b>	The applicable terms and condition of the undertaking. The options are: <ul style="list-style-type: none"> <li>Standard</li> <li>Non Standard</li> </ul>
<b>Terms and Condition</b>	The details of applicable terms and condition of the undertaking. The standard details of applicable terms and condition of the undertaking appears, if you select <b>Standard</b> option in the <b>Undertaking Terms and Condition</b> field.  This field allows you to enter the terms and condition of the undertaking, if you select <b>Non Standard</b> option in the <b>Undertaking Terms and Condition</b> field.
<b>Document and Presentation Instruction</b>	The details of the document and presentation instructions present in the Outward Guarantee.  Please provide the presentation instructions (for example, form and/or place of presentation) including documents required to make a complying demand.

23. In the **Undertaking Terms and Condition** field, select the appropriate option.



- a. If you select **Non Standard** option, enter details of the applicable terms and condition of the undertaking
24. In the **Document and Presentation Instruction** field, enter details of the document and presentation instructions present in the Outward Guarantee.
25. Click **Next** or click the **Expiry and Extension Instructions** tab.  
The **Expiry and Extension Instruction** tab appears in the **Initiate Outward Guarantee** screen.  
OR  
Click **Back** to go back to previous screen.  
OR  
Click **Cancel** to cancel the transaction.

### **22.4.3 Initiate Outward Guarantee – Instructions tab**

This tab includes the expiry condition and extension applicable for the Outward Guarantee application.

## Initiate Outward Guarantee – Expiry and Extension Instruction tab

Viewer
ATM/Branch
English

futura bank

Welcome, Acme Corporation Checker

Initiate Outward Guarantee  
GODDCARE PLC | \*\*\*044

- [Outward Guarantee Details](#)
- [Commitment Details](#)
- [Presentation Terms and Conditions](#)
- [Instructions](#)
- [Delivery Details](#)
- [Linkages](#)
- [Charges](#)
- [Attachments](#)

### Instructions

**23B**  
Expiry Type  
Open

---

**23F**  
Closure Date  
30 Jul 2020

---

**31E**  
Guarantee Expiry Date  
28 Jun 2020

Automatic Extension Required  
 Yes  No

Liability Schedule Required  
 Yes  No

Liability Change Basis  
 Event Based  Time Bound

Additional Details

Unit  
 Quarterly

Frequency  
 3

Amount  
 In Percentage  In Value  
 Percentage  
 67

Liability Type  
 Increase  Decrease  Both

**Reset**

---

**72Z**  
Sender to Receiver Information

Instructions to the Bank. Not forming part of Guarantee  
 test

Serial	Schedule Date	Amount	Percentage	Liability Type
1	04 Jun 2025	GBP669	67	Increase
2	04 Jun 2029	GBP669	67	Increase
3	04 Jun 2033	GBP669	67	Increase

**Next**

**Save As Draft**

**Cancel**

[Back](#)

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**Field Description**

<b>Field Name</b>	<b>Description</b>
<b>Expiry Type</b>	<p>The type of validity applicable to the Outward Guarantee.</p> <p>The options are:</p> <ul style="list-style-type: none"> <li>• Fixed</li> <li>• Conditional</li> <li>• Open</li> </ul>
<b>Expiry Condition</b>	<p>The expiry condition for the Outward Guarantee.</p> <p>This field is enabled only if <b>Conditional</b> option selected in the <b>Expiry Type</b> list.</p>
<b>Closure Date</b>	<p>The closing date of the Outward Guarantee.</p> <p>The closure date must be after expiry date of the Outward Guarantee.</p> <p>This field is enabled only if <b>Fixed</b> or <b>Open</b> option selected in the <b>Expiry Type</b> list.</p>
<b>Guarantee Expiry Date</b>	The date after which Outward Guarantee will expire.
<b>Automatic Extension Period</b>	<p>The period after which automatic extension is given to the Outward Guarantee.</p> <p>The options are:</p> <ul style="list-style-type: none"> <li>• Days</li> <li>• One Year</li> <li>• Other</li> </ul>
<p>Below Automatic Extension related fields appear, if <b>Yes</b> option is selected in the <b>Automatic Extension Required</b> field.</p>	
<b>Automatic Extension Details</b>	<p>The details of the automatic extension of the Outward Guarantee.</p> <p>This field is enabled to fill details only if the <b>Other</b> option is selected in the <b>Automatic Extension Period</b> list.</p> <p>And if <b>Days</b> option is selected the number of days can be entered.</p>
<b>Closure Date</b>	<p>The closing date of the Outward Guarantee.</p> <p>The closure date must be after expiry date of the Outward Guarantee.</p>
<b>Automatic Extension Non-Extension Notification</b>	The notification given for non-extension of automatic extension while creating Outward Guarantee.

Field Name	Description
<b>Automatic Extension Notification Period</b>	The period after which notification given for non-extension of automatic extension while creating Outward Guarantee.
<b>Automatic Extension Final Expiry Date</b>	The date after which validity of automatic extension to the Outward Guarantee expires.
<b>Liability Schedule Required</b>	<p>The option for the user to select, whether liability schedule is required to the Outward Guarantee or not.</p> <p>The options are:</p> <ul style="list-style-type: none"> <li>• Yes</li> <li>• No</li> </ul>
<p>Below Liability Schedule related fields appear, if <b>Yes</b> option is selected in the <b>Liability Schedule Required</b> field.</p>	
<b>Liability Change Basis</b>	<p>The option for the user to select the liability change basis i.e. whether it would be triggered on an event or in a time bound manner.</p> <p>The options are:</p> <ul style="list-style-type: none"> <li>• Event Based</li> <li>• Time Bound</li> </ul>
<b>Additional Details</b>	This field allows the user to enter the additional details.
<b>Unit</b>	<p>The units, based on which the schedule, retention dates should be calculated.</p> <p>The options are:</p> <ul style="list-style-type: none"> <li>• Yearly</li> <li>• Half Yearly</li> <li>• Quarterly</li> <li>• Monthly</li> </ul>
<b>Frequency</b>	The frequency based on which the schedule, retention dates would be calculated.
<b>Amount</b>	<p>The amount of each schedule.</p> <p>The options are:</p> <ul style="list-style-type: none"> <li>• In Percentage</li> <li>• In value</li> </ul>

Field Name	Description
<b>Amount</b>	<p>The user can enter the amount for each schedule.</p> <p>This field is enabled only if <b>In Value</b> option is selected in the <b>Amount</b> field.</p>
<b>Percentage</b>	<p>The percentage of each schedule.</p> <p>This field is enabled only if In <b>Percentage</b> option is selected in the <b>Amount</b> field.</p>
<b>Liability Type</b>	<p>The liability type of the scheduler.</p> <p>The options are:</p> <ul style="list-style-type: none"> <li>• <b>Increase:</b> User can select this option, if he wants to increase the undertaking amount on the fixed scheduled dates and amount.</li> <li>• <b>Decrease:</b> User can select this option, if he wants to decrease the undertaking amount on the fixed scheduled dates and amount.</li> <li>• <b>Both:</b> User can customize as per his requirements and would not be able to default using the scheduler.</li> </ul>
<b>Serial</b>	<p>The serial number of the schedule record.</p> <p>This field appears if the user clicks <b>Get Schedule</b> button after entering the details in Unit, Frequency, Amount, Percentage and Liability Type fields.</p>
<b>Schedule Date</b>	<p>The schedule date of the schedule.</p> <p>This field appears if the user clicks <b>Get Schedule</b> button after entering the details in Unit, Frequency, Amount, Percentage and Liability Type fields.</p>
<b>Schedule Date</b>	<p>The schedule date of the schedule.</p> <p>This field appears if the user clicks <b>Get Schedule</b> button after entering the details in Unit, Frequency, Amount, Percentage and Liability Type fields.</p>
<b>Amount</b>	<p>The amount for each schedule.</p> <p>This field appears if the user clicks <b>Get Schedule</b> button after entering the details in Unit, Frequency, Amount, Percentage and Liability Type fields.</p>
<b>Percentage</b>	<p>The percentage of each schedule.</p> <p>This field appears if the user clicks <b>Get Schedule</b> button after entering the details in Unit, Frequency, Amount, Percentage and Liability Type fields.</p>

Field Name	Description
<b>Liability Type</b>	The liability type of the scheduler. This field appears if the user clicks <b>Get Schedule</b> button after entering the details in Unit, Frequency, Amount, Percentage and Liability Type fields.
<b>Sender to Receiver Information</b>	The additional information for the receiver.
<b>Instructions to the Bank (Not forming part of Guarantee)</b>	The instruction which is provided by user to Bank to be taken care of while creating Guarantee.

26. From the **Expiry Type** list, select the type of expiry applicable to the Outward Guarantee.
  - a. If **Expiry Type** is **Conditional**;
    - i. In the **Expiry Condition** field, enter the expiry conditions for the Outward Guarantee.
  - b. If **Expiry Type** is **Fixed** or **Open**;
    - i. From the **Closure Date** list, select the date of closure for the Outward Guarantee.
27. From the **Guarantee Expiry Date** list, select the expiry date for the Outward Guarantee.
28. From the **Automatics Extension Period** list, select the period after which automatic extension is given to the Outward Guarantee.
  - a. If the **Automatics Extension Period** is selected as **Days**;
    - i. In the **Automatics Extension Details** field, enter the details i.e. the no of days for the automatic extension of the Outward Guarantee.
  - c. If the **Automatics Extension Period** is selected as **Other**;
    - i. In the **Automatics Extension Details** field, enter the details of the automatic extension of the Outward Guarantee.
29. In the **Automatic Extension Non-Extension Notification** field, displays the details about the non-extension to the automatic expiry date extension, such as notification method, and notification recipient details.
30. In the **Automatic Extension Notification Period** field, enter the period after which notification would be given for non-extension of automatic extension while creating Outward Guarantee.
31. From the **Automatic Extension Final Expiry Date** list, select the date after which automatic extension validity expires of the Outward Guarantee.
32. In the **Liability Schedule Required** field, select whether liability schedule is required or not.
  - a. If you have selected **Yes** option; select the option if it would be triggered on an event or in a time bound manner, in the **Liability Change Basis** field,
    - i. If Liability change basis is Time Bound, select the appropriate option from **Unit** list.
    - ii. Enter the values in **Frequency**, **Amount** and **Percentage** fields.
    - iii. In the **Liability Type** field, select appropriate option.

- iv. Click **Get Schedule** the schedule with dates/ amount/ percentage would appear along with an option to see whether the change requested is to increase or decrease. The user can modify these details.
33. In the **Sender to Receiver Information** field, enter the additional information.
  34. In the **Instructions to the Bank (Not forming part of Guarantee)** field, enter additional instructions that you want to give to the Bank.
  35. Click **Continue** or click the **Delivery Details** tab.  
The **Delivery Details** tab appears in the **Initiate Outward Guarantee** screen.  
OR  
Click **Back** to go back to previous screen.  
OR  
Click **Cancel** to cancel the transaction.

## 22.4.4 Initiate Outward Guarantee – Delivery Details tab

This tab includes the details of the delivery of the Outward Guarantee will be done.

### Initiate Outward Guarantee – Delivery Details tab

### Field Description

Field Name	Description
<b>Delivery Of Original Undertaking</b>	The details of delivery of the original undertaking will be done.

Field Name	Description
<b>Delivery To/ Collection by</b>	The details to whom the delivery of undertaking will be done. The options are: <ul style="list-style-type: none"> <li>• Beneficiary</li> <li>• Other</li> </ul>
<b>Name &amp; Address</b>	Displays the name and address details of the beneficiary to whom delivery of undertaking will be given.  This field is auto populated only if the <b>Beneficiary</b> option is selected in the <b>Delivery To/ Collection By</b> field.
<b>Name &amp; Address</b>	The name and address details of the person to whom delivery of undertaking will be given.  This field is enabled only if the <b>Other</b> option selected in the <b>Delivery To/ Collection By</b> field.

- 
36. In the **Delivery Of Original Undertaking** field, enter the details of delivery of the original undertaking will be done.
  37. In the Delivery To/ Collection by field, select the appropriate option to whom the delivery of undertaking is given.
    - a. If **Delivery To/ Collection By** is **Other**;
      - i. In the **Name & Address** field, enter the details of person whom undertaking delivery is to be given.
  38. Click **Continue** or click the **Linkages** tab.  
The **Linkages** tab appears in the **Initiate Outward Guarantee** screen.  
OR  
Click **Back** to go back to previous screen.  
OR  
Click **Cancel** to cancel the transaction.

#### **22.4.5 Initiate Outward Guarantee - Linkages tab**

This tab allows the user to link a deposit account while initiating a transaction..



## Initiate Outward Guarantee - Linkages tab

Initiate Outward Guarantee  
GOODCARE PLC | \*\*\*044

Outward Guarantee Details Linkages

Commitment Details Select Deposits

Sr. No.	Account Number	Amount	Amount in Transactional Currency	Maturity Date
1		GBP0.00		

+ Add Account

Total

Disclaimer: The total amount transactional currency may vary as per the rate applied during transaction by the bank.

Linkages [Next] [Save As Draft] [Cancel] [Back]

Charges

Attachments

### Field Description

Field Name	Description
<b>Sr. No.</b>	The serial number of the schedule record.
<b>Account Number</b>	The deposit account that has to be mapped to the transaction.
<b>Amount</b>	The amount that is to be linked for the transaction, and partial linkages to be supported.
<b>Amount in Transactional Currency</b>	The tentative equivalent amount in transactional currency.
<b>Maturity Date</b>	The maturity date of the deposit.

39. From the **Account Number** list, select the appropriate deposit account that has to be mapped to the transaction.

40. In the **Amount** field, enter the amount that is to be linked for the transaction.

41. Click **Next** or click the **Charges** tab.

The **charges** tab appears in the **Initiate Outward Guarantee** screen.

OR

Click **Save As**, system allows transaction details to be saved as a template or draft. (For more details, refer **Save As Template** or **Save As Draft** section.)

OR

Click **Back** to go back to previous screen.

OR

Click **Cancel** to cancel the transaction

## 22.4.6 Initiate Outward Guarantee – Charges Tab

This tab defaults the charges details, if charges, commissions and taxes are available under the product.

### Charges, Commissions and Taxes

### Field Description

Field Name	Description
<b>Applicant Account for Charges</b>	The applicant charge account.
<b>Charges</b>	
<b>Description of Charges</b>	The description of the charges.
<b>Amount</b>	The amount that is maintained under the charge.
<b>Taxes</b>	
<b>Description of Charges</b>	Displays the description charges applicable.
<b>Value Date</b>	Displays the value date of the taxes.
<b>Transaction Date</b>	Displays the date on which the transaction is done.
<b>Amount</b>	Displays the amount of taxes.
<b>Commissions</b>	

Field Name	Description
<b>Commissions for</b>	The commission component.
<b>Percentage</b>	The percentage of commission.
<b>Amount</b>	The commission amount.

42. Click **Next** or click the **Attachments** tab.

The **Attachments** tab appears in the Initiate Outward Guarantee screen.

OR

Click **Save As Draft**, system allows transaction details to be saved as a template or draft.  
(For more details, refer **Save As Template** or **Save As Draft** sections.)

OR

Click **Back** to go back to previous screen.

OR

Click **Cancel** to cancel the transaction. The **Dashboard** appears

## 22.4.7 Initiate Outward Guarantee - Attachments tab


Displays the list of documents presented to initiate the guarantee.

### Initiate Outward Guarantee - Attachments tab

The screenshot shows the 'Initiate Outward Guarantee' interface for 'GOODCARE PLC | \*\*\*044'. The 'Attachments' tab is active, displaying a file upload area with a 'Drop files here or click here to Add Files' button. Below the upload area, there are settings for 'Save As Template' (Yes/No), 'Access Type' (Public/Private), and a 'Template Name' field containing 'test3n'. A checkbox for 'I accept the Terms & Conditions' is checked. At the bottom, there are buttons for 'Submit', 'Save As Draft', 'Cancel', and 'Back'.

### Field Description

### Field Description

Field Name	Description
<b>Drag and Drop</b>	Click to browse and select the file to be uploaded or drag and drop the file to be uploaded.
<b>Document Name</b>	Displays the name of the attached documents. Displays the link to download the attached document.
<b>Document Category</b>	Displays the category of the document uploaded.
<b>Document Type</b>	Displays the type of the document uploaded.
<b>Remarks</b>	Displays the notes added, if any, for attaching the document.
	Click the icon to remove the attached document-

Field Name	Description
<b>Save as Template</b>	Options to save the transaction as template. The options are: <ul style="list-style-type: none"> <li>• Yes</li> <li>• No</li> </ul>
<b>Access Type</b>	Indicates the type of access for the template. The options are: <ul style="list-style-type: none"> <li>• Public</li> <li>• Private</li> </ul> <p>This field is enabled if the <b>Yes</b> option is selected in Save as Template.</p>
<b>Template Name</b>	The name using which template is stored and can be used in future.

43. Click **Drag and Drop** to browse and select the required document present on your computer.  
The **Attach Document** popup window appears.
44. Select the required document present on your computer to upload.
  - a. In the **Save as Template** field, select **Yes**, if you want to save the transaction as template.
  - b. If you select **Yes**,
    - i. In the **Access Type** field, select the appropriate option.
    - ii. In the **Template Name** field, enter the name of the template.
45. Select the **Terms and Conditions** check box to accept the Terms and Conditions.
46. Click **Preview Draft Copy** to have a preview of draft.
47. Select the **Terms and Conditions** checkbox to accept the Terms and Conditions.
48. Click **Submit**. The transaction is saved and the **Initiate Outward Guarantee – Verify** screen appears.  
OR  
Click **Save As**, system allows transaction details to be saved as a template or draft. (For more details, refer **Save As Template** or **Save As Draft** section.)  
OR  
Click **Back** to go back to previous screen.  
OR  
Click **Cancel** to cancel the transaction.
49. The review screen appears. It displays all the sections with their respective fields with an option to edit them individually.  
Verify the details, and click **Confirm**.  
OR  
Click **Back** to go back to previous screen.  
OR  
Click **Cancel** to cancel the transaction, The **Dashboard** appears.

50. The success message initiation of Outward Guarantee appears along with the reference number. Click **OK** to complete the transaction.

## 22.5 Save As Template

User can save Outward Guarantee application as a Template so that same can be used for creation of similar Guarantee, if required in future. The application allows the template access as public or private if saved as template.

- **Public:** A template marked as 'Public' is visible to all the users mapped to the Party ID for which the user has created the template. All such users will only be able to view and use this template, however they will not be able to edit or delete the template. Only the creator of the template is allowed to edit or delete the template.
- **Private:** A template marked as 'Private' is available to only the creator of the template. Only creator of the template can use the template while initiating Guarantee and modify or delete such templates.

User can search the saved Outward Guarantee template by template name in search tab. The Outward Guarantee applications earlier saved as template can also be saved as draft while initiating an Outward Guarantee.

---

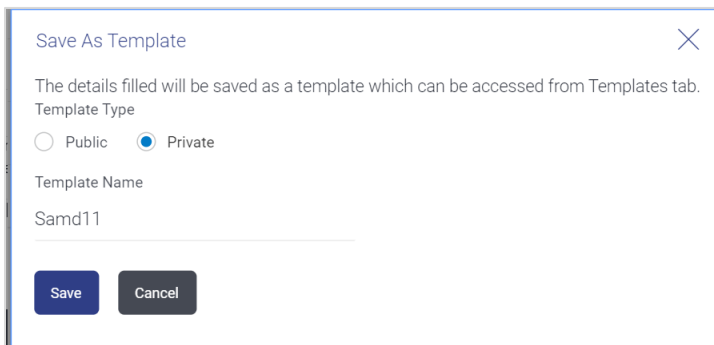
**Note:** User cannot save application with attached document as Template.

---

### To save Guarantee application as template:

1. Enter the required details in Guarantee application.
2. Click **Save As** and then select **Template** option.

### Save as Template



Save As Template

The details filled will be saved as a template which can be accessed from Templates tab.

Template Type

Public  Private

Template Name

Samd11

Save Cancel

**Field Description**

<b>Field Name</b>	<b>Description</b>
<b>Template Type</b>	<p>Indicates the type of access for the template.</p> <p>The options are:</p> <ul style="list-style-type: none"> <li>• <b>Public:</b> A template marked as 'Public' is visible to all the users mapped to the Party ID of the user who created the template. All such users will only be able to view and use whereas they will not be able to edit and delete template. Only the creator of the template is allowed to edit or delete the template.</li> <li>• <b>Private:</b> A template marked as 'Private' is available to only the creator of the template. Only creator of the template can use while initiating Guarantee and modify or delete such template.</li> </ul>
<b>Template Name</b>	Name of the template.

3. From the **Template Type** list, select the appropriate option.
4. In the **Template Name** field, enter the desired name for the template.
5. Click **Save** to save the template.  
The transaction details are saved as a template which can be access from the **Template** tab.  
OR  
Click **Cancel** to cancel the transaction.

**22.6 Save As Draft**

User can save Guarantee application as a Draft so that it can be used if required in future. It can be re used only one time for Guarantee Application initiation. User can search the saved Guarantee draft using the draft name in search box. The saved drafts can be accessed from the **Draft** tab. The Guarantee applications, which were saved as draft can also be saved as template after adding all other necessary fields.

---

**Note:** User cannot save application with attached document as Draft.

---

**To save Guarantee application as draft:**

1. Enter the required details in Guarantee application.
2. Click **Save As**, and then select **Draft** option.

**Save as Draft**

Save As Draft ✕

The details filled will be saved as a draft which can be accessed from Drafts tab.

Draft Name

SAM434

**Field Description**

<b>Field Name</b>	<b>Description</b>
<b>Draft Name</b>	Name of the draft.

3. In the **Draft Name** field, enter the desired name for the draft.
4. Click **Save** to save the draft.  
The transaction details are saved as a draft which can be access from the **Draft** tab.  
OR  
Click **Cancel** to cancel the transaction.

[Home](#)



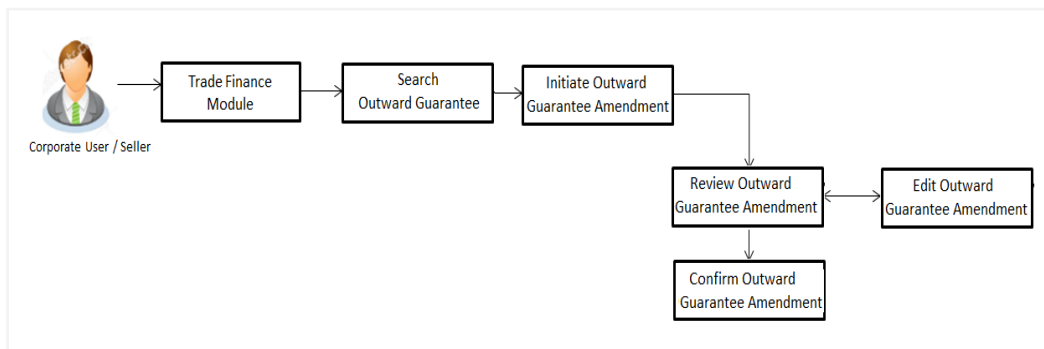
## 23. Initiate Outward Guarantee Amend

Using this option, you can apply for amendment of an existing Outward Guarantee. You can also attach the scanned copies of the supporting documents for the amendment, file size should not be more than 5 MB. Supported file types: .jpeg, .png, .doc, .pdf, .txt, .zip. Multiple files can be uploaded at a time.

### Pre-Requisites

- User must have a valid corporate party Id and login credentials in place
- At least a single Outward Guarantee should exist for the party ID and party must having view rights for it

### Workflow




### How to reach here:

*Dashboard > Toggle menu > Trade Finance > Bank Guarantee > Outward Bank Guarantee > Amend Bank Guarantee*

### 23.1 Search Outward Guarantee Amendments

User can search the list existing undertaking application using Guarantee Number/ Applicant Name/ Beneficiary Name/ Undertaking Amount and apply for amendments.

#### To search the Outward Guarantee amendments:

1. In the **Search** field, enter the Guarantee Number/ Applicant Name/ Beneficiary Name/ Undertaking Amount.
2. Click . Based on search criteria the list of existing undertaking appears.

## Initiate Outward Guarantee Amendment - Search Result

Guarantee Number	Applicant Name	Beneficiary Name	Undertaking Amount
000GUIR20076A99E	Orac Corp	Orac Corp	£33,844.00
000GUIR20076AENX	Orac Corp	Leo toys	£44,545.00
000GUOL200762002	Orac Corp	Leo toys	£34,354.00
000GUIR20076AFFM	Orac Corp	test bene	£4,321.00
000GUIR20076ASSF	Orac Corp	Orac Corp	£343,355.00
000GUIR20076AHDA	Orac Corp	test bene	£4,321.00
000GUIR20076ABYM	Orac Corp	Leo toys	£5,321.00
000GUIR20076AATO	Orac Corp	Test Bene	£4,321.00
000GUIR20076AENY	Orac Corp	Orac Corp	£23,233.00
000GUIR20076A3H2	Orac Corp	Orac Corp	£4,293.00

## Field Description

Field Name	Description
<b>Search</b>	
<b>Search By</b>	Specify the Guarantee Number/ Applicant Name/ Beneficiary Name/ Undertaking Amount of Outward Guarantee for whom amendments to be made.
<b>Search Result</b>	
<b>Guarantee Number</b>	The Outward Guarantee reference number generated while creating.
<b>Applicant Name</b>	The Outward Guarantee applicant name based on the selected party ID.
<b>Beneficiary Name</b>	The name of the beneficiary of the Outward Guarantee.
<b>Undertaking Amount</b>	The undertaking amount for the Outward Guarantee along with the currency.

- Click on the desired **Guarantee Number** for whom amendments are to be made. The Initiate Outward Guarantee Amendment screen appears.

# Initiate Outward Guarantee Amendment

Viewer
ATM/Branch
English

Welcome, OBDX Checker  
Last login 29 Apr 05:22 PM

Initiate Outward Guarantee Amendment

Guarantee Number 000GUR20076A99E

Outward Guarantee Details ^

<p>Party ID ***782</p> <p><b>Applicant Details</b></p> <p>Applicant Name Address new tech park plot no 23 London Country GREAT BRITAIN Date of Application 16 Mar 2020</p> <p><b>Instructing Party</b></p> <p>Name PREETHI5 Address</p> <p><b>Product Details</b></p> <p>Product Guarantee Issuance / Reissuance upon receiving request Type of Guarantee Advance Payment Guarantee</p>	<p>Branch I4</p> <p><b>Beneficiary Details</b></p> <p>Beneficiary Name Oracle Corp Address new tech park plot no 29 London Country GREAT BRITAIN</p> <p><b>Advising Bank</b></p> <p>Swift Code CITIGB2LBBB Address new tech ppark plot no 21 London GB</p> <p><b>Advising Through Bank</b></p> <p>Swift Code CITIGB2LXXX Address new tech park plot no 26 London GB</p> <p><b>Sender to Receiver Information</b></p> <div style="border: 1px solid #ccc; height: 20px; width: 100%;"></div>
---	---

**Commitment Details**

Contract Reference No	Undertaking Amount £33,844.00
Additional Amount Information	Effective Date 16 Mar 2020
Charges new charges via bene	Transfer Indicator No
Governing Law and/or Place of Jurisdiction	Underlying Transaction Details Demand Indicator

**Presentation Documents and Undertaking Terms and Conditions**

Other Amendments to Undertaking  
new

Document and Presentation Instructions  
UPLD\_DOC\_12

**Expiry & Extension Instructions**

**Expiry Details**

Expiry Type Fixed	Guarantee Expiry Date 14 Jun 2020
Automatic Extension Period Days Automatic Extension Details 33	Closure Date 14 Jul 2020
Automatic Extension Non-Extension Notification	Automatic Extension Notification Period Automatic Extension Final Expiry Date

**Delivery Details**

Delivery of Original Undertaking	Delivery To/Collection by <input type="radio"/> Beneficiary <input checked="" type="radio"/> Other
----------------------------------	---

**Bank Instructions**

Remarks

I accept the Terms & Conditions

Amend Cancel [Back](#)

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4. Update the Outward Guarantee details in the required editable fields.
5. Select the **Terms and Conditions** checkbox to accept the Terms and Conditions.
6. Click **Amend** to initiate the Outward Guarantee amendment.  
OR  
Click **Back**.  
The **Initiate Outward Guarantee Amendment – Search** screen appears.  
OR  
Click **Cancel** to cancel the transaction, The **Dashboard** appears.
7. The review screen appears. It displays all the sections with their respective fields with an option to edit them individually.  
Verify the details, and click **Confirm**.  
OR  
Click **Back** to go to previous screen.

OR

Click **Cancel** to cancel the transaction, The **Dashboard** appears.

8. The success message initiation of Outward Guarantee amendment appears along with the reference number.
9. Click **Go To Dashboard** to go to dashboard.

---

**Note:** Following are the fields which can be amended: Beneficiary Name and Address, Undertaking Amount, Contract Reference Number, Effective Date, Underlying Transaction Details, Transfer Indicator, Demand Indicator, Governing Law and/or Place of Jurisdiction, Other Amendments to Undertaking, Expiry Type, Guarantee Expiry Date, Closure Date, Automatic Extension Notification Period, Automatic Extension Final Expiry Date, Delivery of Amendment to Undertaking, and Delivery To/Collection By.

---

[Home](#)

## 24. View Outward Guarantee

Using this option, you can view existing Outward Guarantees in the application.

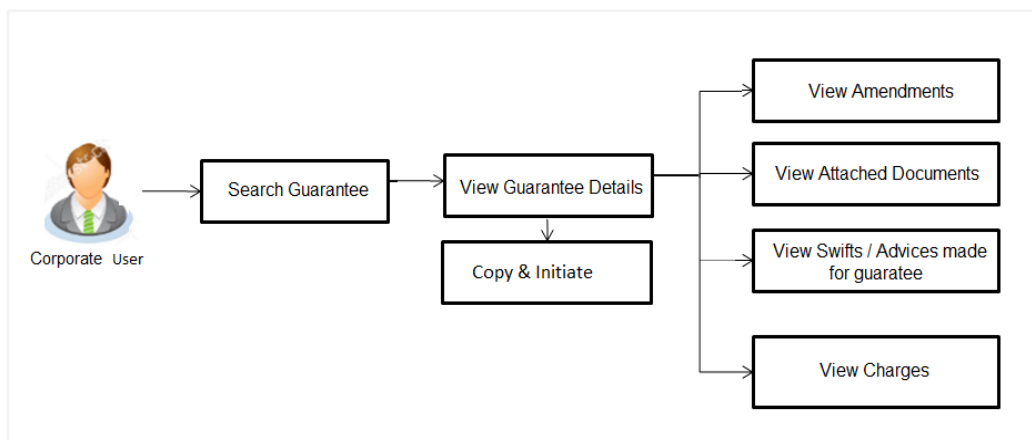
A guarantee from a lending institution ensures that the liabilities of a debtor will be met. In other words, if the applicant fails to fulfil a commitment, the lending institution will cover it. A Bank Guarantee enables user to show more credibility while doing business.

Guarantees can be initiated in the system using the Initiate Guarantee option. This option allows you to search for guarantees based on a certain search criterion. It allows you to view a list of Bank Guarantees (also called Outward Guarantee) for the selected customer. Details of an individual guarantee can be viewed and Exported in various formats.

### Pre-Requisites

- User must have a valid corporate party Id and login credentials in place
- At least a single Outward Guarantee should exist for the party ID and party must having view rights for it


### Workflow



### How to reach here:

*Dashboard > Toggle menu > Trade Finance > Bank Guarantee > Outward Bank Guarantee > View Bank Guarantee*

### To view Outward Guarantee:

1. The **View Outward Guarantee** screen appears.
2. Click  to filter based on the filter criteria. The **Filter** overlay screen appears.

## View Outward Guarantee - Search

**View Outward Guarantee**  
GOODCARE PLC | \*\*\*044

List of Recently Issued Outward Guarantee

All Parties →

Guarantee Number	Applicant Name	Beneficiary Name	Issue Date	Date of Expiry
SH4GUR200910001	NATIONAL FREIGHT CORP	FIXNETIX	31 Mar 2020	29 Jun 2021
SH4GUR200911003	NATIONAL FREIGHT CORP	FIXNETIX	25 Mar 2020	29 Jun 2021
SH4GUR201760501	NATIONAL FREIGHT CORP	FIXNETIX	24 Jun 2020	08 Aug 2021
SH4GUR201761001	NATIONAL FREIGHT CORP	FIXNETIX	24 Jun 2020	23 Aug 2021
SH4GUR201762001	NATIONAL FREIGHT CORP	FIXNETIX	24 Jun 2020	24 Jul 2021
SH4GUR201820005	NATIONAL FREIGHT CORP	FIXNETIX	30 Jun 2020	29 Jul 2021
SH4GUR201820001	NATIONAL FREIGHT CORP	FIXNETIX	30 Jun 2020	30 Jul 2021

**Filter**

Beneficiary Name  
Sunrise Coffee

Outward Guarantee Status  
Active

Undertaking Amount  
All 100 10000

Issue Date  
02 Feb 2021 31 Mar 2021

Expiry Date  
02 Feb 2021 31 Mar 2021

Apply Cancel Clear

## Field Description

Field Name	Description
<b>Beneficiary Name</b>	The name of the beneficiary of the Outward Guarantee.
<b>Outward Guarantee Status</b>	The status of the Outward Guarantee. The options are: <ul style="list-style-type: none"> <li>Active</li> <li>Hold</li> <li>Cancelled</li> <li>Reversed</li> <li>Closed</li> </ul>
<b>Undertaking Amount</b>	The Outward Guarantee amount range used for searching the Outward Guarantee.
<b>Issue Date</b>	The range of issue date for the Outward Guarantee.
<b>Expiry Date</b>	The expiry date range for the Outward Guarantee.

3. Enter the filter criteria to search the Outward Guarantee.

4. Click **Apply**.  
The **View Outward Guarantee** screen appears with the search results.  
OR  
Click **Reset** to reset the search criteria.  
OR  
Click **Cancel** to cancel the transaction, The **Dashboard** appears.  
OR  
Click **Clear** to clear the search criteria.

## View Outward Guarantee – Search Result

The screenshot shows the 'View Outward Guarantee' interface for 'GOODCARE PLC | \*\*\*044'. It displays a table titled 'List of Recently Issued Outward Guarantee' with the following data:

Guarantee Number	Applicant Name	Beneficiary Name	Issue Date	Date of Expiry	Status	Undertaking Amount	Outstanding Amount
SH4GUIR200910001	NATIONAL FREIGHT CORP	FIXNETIX	31 Mar 2020	29 Jun 2020	ACTIVE	GBP10,000.00	GBP10,000.00
SH4GUIR200911003	NATIONAL FREIGHT CORP	FIXNETIX	25 Mar 2020	29 Jun 2020	ACTIVE	GBP10,000.00	GBP10,000.00
SH4GUIR201760501	NATIONAL FREIGHT CORP	FIXNETIX	24 Jun 2020	08 Aug 2020	ACTIVE	GBP10,000.00	GBP10,000.00
SH4GUIR201761001	NATIONAL FREIGHT CORP	FIXNETIX	24 Jun 2020	23 Aug 2020	ACTIVE	GBP10,000.00	GBP10,000.00
SH4GUIR201762001	NATIONAL FREIGHT CORP	FIXNETIX	24 Jun 2020	24 Jul 2020	ACTIVE	GBP10,000.00	GBP10,000.00
SH4GUIR201820005	NATIONAL FREIGHT CORP	FIXNETIX	30 Jun 2020	29 Jul 2020	ACTIVE	GBP10,000.00	GBP10,000.00
SH4GUIR201820001	NATIONAL FREIGHT CORP	FIXNETIX	30 Jun 2020	30 Jul 2020	ACTIVE	GBP10,000.00	GBP10,000.00
SH4GUIR200850002	NATIONAL FREIGHT CORP	FIXNETIX	25 Mar 2020	23 Jun 2020	ACTIVE	GBP10,000.00	GBP10,000.00

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## Field Description

Field Name	Description
<b>Guarantee Number</b>	The Outward Guarantee number. Displays the link to view details of the Outward Guarantee.
<b>Applicant Name</b>	Displays the name of the applicant who has made the Outward guarantee in favour of Beneficiary.
<b>Beneficiary Name</b>	Displays the name of the beneficiary of the Outward Guarantee.
<b>Issue Date</b>	Displays the issue date of the Outward Guarantee.
<b>Date Of Expiry</b>	Displays the expiry date of the Outward Guarantee.



Field Name	Description
<b>Status</b>	Displays the status of the Outward Guarantee.
<b>Undertaking Amount</b>	Displays the amount of the Outward Guarantee.
<b>Outstanding Amount</b>	Displays the undrawn amount of the Outward Guarantee.

5. Click the **Download** link to download all or selected columns in the Outward Guarantee details list. You can download the list in PDF formats.
6. Click the required link in the **Guarantee Number** column.  
The **View Outward Guarantee** screen appears with the details of the selected Outward Guarantee.  
By default, the **Outward Guarantee Details** tab appears.
7. Click **Outward Guarantee Details** tab.

## 24.1 Outward Guarantee Details

1. The **View Outward Guarantee Details** screen appears.  
OR  
Click **Copy and Initiate** to copy details of Outward Guarantee, and initiate a new Outward Guarantee. The **Initiate Outward Guarantee** screen appears.  
OR  
Click **back** to navigate back to previous screen.

## View Outward Guarantee – Outward Guarantee Details

Viewer ▼ ATM/Branch English ▼

Search 🔍 Welcome, Acme Corporation Checker ▼  
Last login 25 Feb 07:02 PM

### View Outward Guarantee

NATIONAL FREIGHT CORP | \*\*\*153

Guarantee Number	Product	Contract Amount	Maturity Date
PK1GIRR200112003 <span style="color: green; font-weight: bold;">ACTIVE</span>	GIRR Guarantee Issuance / Reissuance upon receiving request	GBP10,000.00	30 May 2020

**View Guarantee Details**

- Amendments **50**
- Attached Documents
- Charges, Commissions & Taxes
- Swift Messages
- Advices **51**

**View Guarantee Details**

**59A** Beneficiary Name  
FIXNETIX  
Address  
PKBANK41XXX  
Country  
GREAT BRITAIN

**56A** Advising Bank

**57A** Advising Through Bank

**72Z** Sender to Receiver Information

**32B** Undertaking Amount  
GBP10,000.00  
Effective Date  
11 Jan 2020

**48D** Transfer Indicator  
No

**45L** Underlying Transaction Details

**48B** Demand Indicator

**Product Details**  
Product  
GIRR Guarantee Issuance / Reissuance upon receiving request  
Type of Guarantee  
[View claims](#)

**Commitment Details**

Contract Reference No

**39D** Additional Amount Information

**71D** Charges

**44H** Governing Law and/or Place of Jurisdiction

**Presentation Documents and Undertaking Terms and Conditions**

**77U** Undertaking Terms and Conditions  
Non standard  
TC

**45C** Document and Presentation Instructions

**Expiry & Extension Instructions**

**23B** Expiry Type  
Fixed

**23F** Automatic Extension Period

**78** Automatic Extension Non-Extension Notification

Remarks

**23B** Guarantee Expiry Date  
10 Apr 2020  
Closure Date  
30 May 2020

**26E** Automatic Extension Notification Period

**31S** Automatic Extension Final Expiry Date

**Delivery Details**

**24E** Delivery of Original Undertaking

**24G** Delivery To/Collection by

Copy and Initiate
Back

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**Field Description**

<b>Field Name</b>	<b>Description</b>
<b>Guarantee Number</b>	The Outward Guarantee number.
<b>Product</b>	Displays the product type as coming from Host.
<b>Contract Amount</b>	The contract amount of the Outward Guarantee.
<b>Maturity Date</b>	The maturity date of the Outward Guarantee.
<b>Party ID</b>	Displays the party ID of the customer which has access to creating guarantee.
<b>Branch</b>	Displays the bank branch ID where the guarantee was made.
<b>Applicant Name</b>	Displays the name of applying party.
<b>Address</b>	Displays the address of applying party.
<b>Country</b>	Displays the country of applying party.
<b>Date of Application</b>	Displays the application date when Bill has been initiated.
<b>Beneficiary Name</b>	Displays the name of beneficiary party.
<b>Address</b>	Displays the address of beneficiary party.
<b>Country</b>	Displays the country of beneficiary party.
<b>Instructing Party</b>	
<b>Name</b>	Displays the name of the instructing party.
<b>Address</b>	Displays the address of the instructing party.
<b>Product Details</b>	
<b>Product</b>	Displays the product type as coming from Host.
<b>Type of Guarantee</b>	Displays the guarantee type.
<b>Advising Bank Details</b>	

<b>Field Name</b>	<b>Description</b>
<b>SWIFT Code</b>	Displays the SWIFT code of Advising Bank.
<b>Bank Name</b>	Displays the name of Advising Bank
<b>Address</b>	Displays the address of Advising Bank.
<b>Country</b>	Displays the name of Advising Bank's country.
<b>Advising Through Bank</b>	Displays the advise through bank.
<b>Sender to Receiver Information</b>	Displays the details of Sender to Receiver Information while initiating a Bank Guarantee so that any information for receiver can be passed under SWIFT message.
<b>Commitment Details</b>	
<b>Contract Ref No</b>	Displays the beneficiary's contract reference number of the Outward Guarantee.
<b>Undertaking Amount</b>	Displays the currency and amount of the Outward Guarantee application.
<b>Additional Amount information</b>	Displays the details of the details the obligator/ Concerning party for the Outward Guarantee, and information for the undertaking such as interests, tolerances. +/- Tolerances to be specified as 2n/2n format.
<b>Effective Date</b>	Displays the effective date of the Outward Guarantee
<b>Transfer Indicator</b>	Displays the whether the multiple or partial demands are permissible for the Outward Guarantee.
<b>Transfer Conditions</b>	The details of the transfer values under the Outward Guarantee. This field is visible only if the <b>Transfer Indicator</b> is opted.
<b>Charges</b>	Displays the details charges, and who will bear it for the Outward Guarantee.
<b>Underlying Transaction Details</b>	Displays the details of the underlying business transactions for which undertaking is issued.
<b>Governing Law and/or Place of Jurisdiction</b>	The details of the Governing Law and/or Place of Jurisdiction applicable to the undertaking.

Field Name	Description
<b>Demand indicator</b>	Displays the details of whether the multiple or partial demands are permissible while initiating Outward Guarantee or not.
<b>Presentation Documents And Undertaking Terms and Conditions</b>	
This tab includes the presentation documents and undertaking terms and conditions present in the Outward Guarantee application.	
<b>Undertaking Terms and Condition</b>	Displays the details of applicable terms and condition of the undertaking.
<b>Document and Presentation Instruction</b>	Displays the details of the document and presentation instructions present in the Outward Guarantee.
<b>Expiry and Extension Instructions</b>	
This tab includes the expiry condition and extension applicable for the Outward Guarantee application.	
<b>Expiry Type</b>	Displays the type of validity applicable to the Outward Guarantee. The options are: <ul style="list-style-type: none"> <li>• COND Expiry condition (including option for specified date of expiry).</li> <li>• FIXD Specified date of expiry (either with or without automatic extension).</li> <li>• OPEN No specified date of expiry.</li> </ul>
<b>Automatic Extension Period</b>	Displays the period after which automatic extension is given to the Outward Guarantee.
<b>Automatic Extension Details</b>	Displays of the automatic extension of the Outward Guarantee. This field appears only if the <b>Other</b> option is selected in the <b>Automatic Extension Period</b> list. And if <b>Days</b> option is selected the number of days can be seen.
<b>Guarantee Expiry Date</b>	Displays the date after which Outward Guarantee will expire.
<b>Closure Date</b>	Displays the closing date of the Outward Guarantee. The closure date must be after expiry date of the Outward Guarantee.
<b>Automatic Extension Non-Extension Notification</b>	Displays the notification given for non-extension of automatic extension while creating Outward Guarantee.

Field Name	Description
<b>Automatic Extension Notification Period</b>	Displays the period after which notification given for non-extension of automatic extension while creating Outward Guarantee.
<b>Automatic Extension Final Expiry Date</b>	Displays the date after which validity of automatic extension to the Outward Guarantee expires.
<b>Delivery Details</b>	
This tab includes the details of the delivery of the Outward Guarantee will be done.	
<b>Delivery Of Original Undertaking</b>	Displays the details about how delivery of the original undertaking will be done.
<b>Delivery To/ Collection by</b>	Displays the details to whom the delivery of undertaking will be done.
<b>Bank Instructions</b>	
This tab includes the bank instruction details of the Outward Guarantee application.	
<b>Charges Account</b>	Displays the account from which charges will be levied
<b>Remarks</b>	Displays the instruction which is provided by user to bank to be taken care of while creating Guarantee.

- Click **Copy and Initiate** to copy details of Outward Guarantee, and initiate a new Outward Guarantee. The **Initiate Outward Guarantee** screen appears.  
OR  
Click **Back** to navigate back to previous screen.

## 24.2 Amendments

This tab displays the amendments done for the Outward Guarantee. Also one can initiate a new amendment request.

3. Click **Amendments** tab to view amendment details for the Outward Guarantee.  
The **Amendments** detail appears in the **View Outward Guarantee** screen.  
OR  
Click **Back**.  
The **View Outward Guarantee** screen appears.  
OR  
Click **Cancel** to cancel the transaction, The **Dashboard** appears.

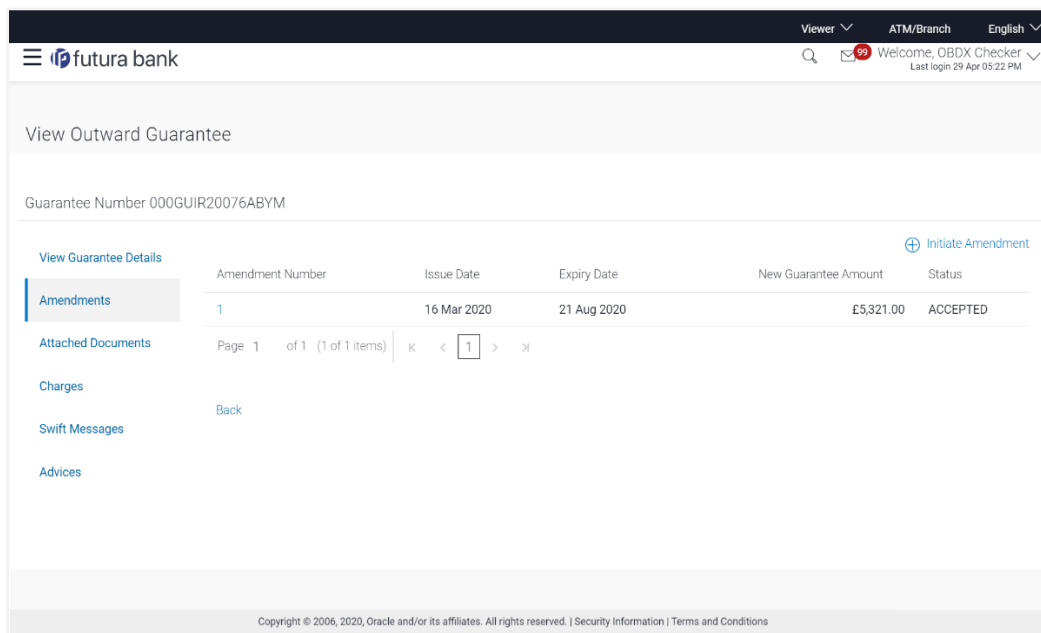
### 24.2.1 Initiate Amendment

For more information on Initiate Outward Guarantee Amendment, refer [Initiate Import Outward Guarantee Amendment](#) transaction .

### 24.2.2 View Amendment

This tab displays the amendments done to the guarantee.

#### View Outward Bank Guarantee - List of Amendments tab



The screenshot shows the 'View Outward Guarantee' page for Futura Bank. The page header includes the bank logo, user information (Welcome, OBDX Checker), and a search icon. The main content area displays the guarantee number '000GUIR20076ABYM' and a table of amendments. The 'Amendments' tab is selected, showing a table with columns for Amendment Number, Issue Date, Expiry Date, New Guarantee Amount, and Status. A single amendment is listed with an amendment number of 1, an issue date of 16 Mar 2020, an expiry date of 21 Aug 2020, a new guarantee amount of £5,321.00, and a status of ACCEPTED. There is also a link to 'Initiate Amendment' and a 'Back' link under the 'Attached Documents' section.

Amendment Number	Issue Date	Expiry Date	New Guarantee Amount	Status
1	16 Mar 2020	21 Aug 2020	£5,321.00	ACCEPTED

**Field Description**

<b>Field Name</b>	<b>Description</b>
<b>Amendment No.</b>	Displays the amendment number of the Outward Guarantee. Displays the link to view details of the Outward Guarantee amendment.
<b>Issue Date</b>	Displays the issue date of the Outward Guarantee.
<b>New Expiry Date</b>	Displays the modified expiry date of the Outward Guarantee, if changed.
<b>New Outward Guarantee amount</b>	Displays the modified amount of the Outward Guarantee, if changed.

- Click the required link in the **Amendment No** column.  
The **Issued Amendments** screen appears for the selected Outward Guarantee amendment.  
OR  
Click **Back**.  
The **View Outward Guarantee** screen appears.  
OR  
Click **Cancel** to cancel the transaction, The **Dashboard** appears.

**24.2.3 View Amendment Details**

This screen allows the user to view the details of the amendment done under selected Outward Bank Guarantee.



## Amendments Details

Viewer ▼ ATM/Branch English ▼

Welcome, OBDX Checker ▼  
Last login 29 Apr 05:22 PM

### Outward Guarantee Amendment

Guarantee Number 000GUR20076ABYM [Amendment Number:1]

---

**Party ID**  
\*\*\*782

**Applicant Details**

Applicant Name  
Oracle Corp  
Address  
new tech park  
plot no 23  
London  
Country  
GB  
Date of Application  
16 Mar 2020

**Instructing Party**

**Product Details**

Product  
Guarantee Issuance / Reissuance upon receiving request  
Type of Guarantee  
Advance Payment Guarantee

**Branch**  
14

**Beneficiary Details**

Beneficiary Name  
Leo toys  
Address  
New tech park 🔗  
plot no 23  
London  
Country  
GREAT BRITAIN

**Advising Bank**

**Advising Through Bank**

**Sender to Receiver Information**

TELEBEN

---

**Commitment Details**

<p>Contract Reference No APP321234 Additional Amount Information</p> <p>Charges new charges Governing Law and/or Place of Jurisdiction</p>	<p>Undertaking Amount £5,321.00 <span style="font-size: 0.8em;">🔗</span> Effective Date 16 Mar 2020 Transfer Indicator No Underlying Transaction Details</p> <p>Demand Indicator</p>
--	--

---

**Presentation Documents and Undertaking Terms and Conditions**

Other Amendments to Undertaking  
new condition new amend  
Document and Presentation Instructions

---

**Expiry & Extension Instructions**

<p><b>Expiry Details</b></p> <p>Expiry Type Conditional Expiry Condition new condition for amend Automatic Extension Period</p> <p>Automatic Extension Non-Extension Notification</p>	<p>Guarantee Expiry Date</p> <p>Closure Date 23 Sep 2020 Automatic Extension Notification Period Automatic Extension Final Expiry Date</p>
---	--

---

**Delivery Details**

<p>Delivery of Original Undertaking COLL</p>	<p>Delivery To/Collection by new address line</p>
--	---

---

**Bank Instructions**

Remarks

Cancel
Back

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- a. Click to close the window.  
The **View Outward Guarantee** screen appears.

## 24.3 Attached Documents

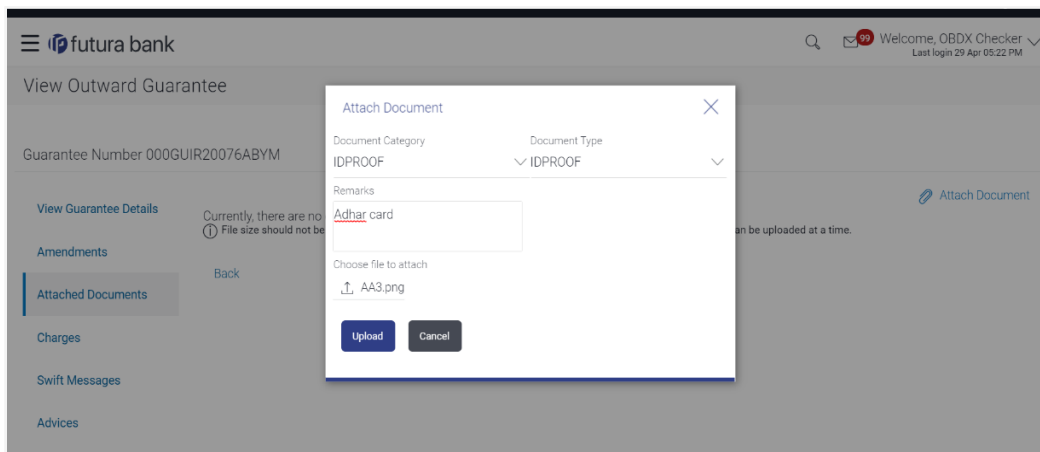
This tab allows you to attach documents required for the Outward Guarantee contract. You can also view the list of all documents uploaded by you.

- Click **Attached Documents** tab to view the list of all documents uploaded or to attach document.  
The **Attached Documents** detail appears in the View Outward Guarantee screen.  
OR  
Click **Back**.  
The **View Outward Guarantee** screen appears.  
OR  
Click **Cancel** to cancel the transaction, The **Dashboard** appears.

### 24.3.1 Attach Documents

- Click **Attach Document** to upload the document.  
The **Attach Document** popup window appears.

#### View Outward Guarantee – Attach Documents popup



#### Field Description

Field Name	Description
<b>Document Category</b>	The category of the document to be uploaded.
<b>Document Type</b>	The type of the document to be uploaded for the selected category.
<b>Remarks</b>	The notes added, if any for attaching the document.
<b>Choose File to attach</b>	Browse the file to be attached.

Note: File size should not be more than 5 MB. Supported file types: .jpeg, .png, .doc, .pdf, .txt, .zip. Multiple files can be uploaded at a time.

7. From the **Document Category** select the appropriate option.
8. From the **Document Type** select the appropriate option.
9. In the **Remarks** field add notes for attaching documents.
10. Click **Choose File** to browse and select the required document present on your computer.
11. Click **Upload** to upload document. The Attached Documents tab appears along with list of attached documents.  
OR  
Click **Cancel** to cancel the transaction.
12. Click **Submit** to attach supporting documents.  
OR  
Click **Back** to go back to previous screen.  
OR  
Click **Cancel** to cancel the transaction. The Dashboard appears.

### 24.3.2 View Attached Documents

#### View Outward Guarantee – Attached Documents tab

The screenshot shows the 'View Outward Guarantee' page in the Futura Bank system. The page title is 'View Outward Guarantee' and the guarantee number is '000GUIR20076ABYM'. The 'Attached Documents' tab is active, displaying a table with the following data:

Sr No	Document Id	Document Category	Document Type	Remarks
1	3.IPM_****17	IDPROOF	IDPROOF	Adhar card

Below the table, there is a message: 'File size should not be more than 5 MB. Supported file types: .JPEG, .PNG, .DOC, .PDF, .TXT, .ZIP. Multiple files can be uploaded at a time.' There are 'Submit' and 'Back' buttons. The footer contains copyright information: 'Copyright © 2006, 2020, Oracle and/or its affiliates. All rights reserved. | Security Information | Terms and Conditions'.

#### Field Description

Field Name	Description
<b>Sr No</b>	The serial number of the attach document records.
<b>Document Id</b>	Displays the unique identification number for the attached document. Displays the link to download the attach document.

Field Name	Description
<b>Document Category</b>	Displays the category of the document uploaded.
<b>Document Type</b>	Displays the type of the document uploaded.
<b>Remarks</b>	Displays the notes added, if any, for attaching the document.

13. Click the required link in the **Document ID** column to download the attach document.  
OR  
Click **Back**.  
The **View Outward Guarantee** screen appears.  
OR  
Click **Cancel** to cancel the transaction, The **Dashboard** appears.

---

Note: Attached documents section is not qualified with Oracle TFPM in this release.

---

## 24.4 Charges, Commissions and Taxes

This tab lists charges, commissions and taxes levied for the Outward Guarantee.

14. Click **Charges, Commissions and Taxes** tab to view list of commissions and charges for the Outward Bank Guarantee.  
The **Charges, Commissions and Taxes** detail appears in the **View Outward Guarantee** screen.  
OR  
Click **Back**.  
The **View Outward Guarantee** screen appears.  
OR  
Click **Cancel** to cancel the transaction, The **Dashboard** appears.

## View Outward Guarantee – Charges, Commissions and Taxes tab

The screenshot shows the 'View Outward Guarantee' page for NATIONAL FREIGHT CORP | \*\*\*153. The guarantee details are as follows:

Guarantee Number	Product	Contract Amount	Maturity Date
PK1GIRR200112003 <span>ACTIVE</span>	GIRR Guarantee Issuance / Reissuance upon receiving request	GBP10,000.00	30 May 2020

The 'Charges, Commissions & Taxes' section is active, showing the following data:

Charges				
Account No	Description of Charges	Date	Amount	
xxxxxxxxxxxx0017	LC SWIFT Charge for amendment	11 Jan 2020	GBP50.00	
xxxxxxxxxxxx0017	Other bank Fee	11 Jan 2020	GBP50.00	
xxxxxxxxxxxx0017	LC Courier Charge	11 Jan 2020	GBP50.00	

The 'Taxes' section shows 'No data to display'.

Commissions			
Commission for	Percentage	Amount	
Guarantee issuance Commission	3	GBP36.67	

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## Field Description

Field Name	Description
------------	-------------

**Charges**

<b>Account No.</b>	Displays the account number for levying Cancellation Charges / Advice Charges.
--------------------	--

<b>Description of Charges</b>	Displays the description charges applicable.
-------------------------------	--

<b>Date</b>	Displays the date on which charges are applicable.
-------------	--

<b>Amount</b>	Displays the amount charged for the various processes.
---------------	--

**Taxes**

<b>Description of Charges</b>	Displays the reason of charges levied for Various Guarantee related processes.
-------------------------------	--

<b>Value Date</b>	Displays the value date of the taxes.
-------------------	---------------------------------------

Field Name	Description
<b>Transaction Date</b>	Displays the date on which the transaction is done.
<b>Amount</b>	Displays the amount of taxes.
<b>Commissions</b>	
<b>Commission for</b>	Displays the name of commission charges for the issued Guarantee.
<b>Percentage</b>	Displays the percentage of Guarantee amount charged as commission.
<b>Amount</b>	Displays the amount charged as commission.

## 24.5 SWIFT Messages

This tab lists and displays list of all SWIFT messages exchanged between both the parties. It allows the user to view and download the SWIFT messages generated for the selected Outward Guarantee.

15. Click **SWIFT Messages** tab.

The summary of all the all SWIFT messages between both the parties appears.

OR

Click **Back**.

The **View Outward Guarantee** screen appears.

OR

Click **Cancel** to cancel the transaction.

### View Outward Guarantee – SWIFT Messages tab

The screenshot shows the Oracle Futura Bank interface. At the top, there's a navigation bar with 'futura bank' logo, search, and user information. The main content area is titled 'View Outward Guarantee' for 'NATIONAL FREIGHT CORP | \*\*\*153'. Below this, there's a summary table with columns: Guarantee Number (PK1GIRR200112003), Product (GIRR Guarantee Issuance / Reissuance upon receiving request), Contract Amount (GBP10,000.00), and Maturity Date (30 May 2020). The 'ACTIVE' status is shown in a green box. Below the summary, there are tabs for 'View Guarantee Details', 'Swift Messages', 'Amendments', 'Attached Documents', 'Charges, Commissions & Taxes', 'Swift Messages', and 'Advices'. The 'Swift Messages' tab is active, showing a table with the following data:

Message ID	Date	Description	Sending/Receiving Bank	Message Type	Action
2582049899144174		Receive Notice	MANHATTAN BANK	210	Download
2582049899166301		Receive Notice	MANHATTAN BANK	210	Download
2582049899179720		Receive Notice	MANHATTAN BANK	210	Download
2582049899193906		Receive Notice	MANHATTAN BANK	210	Download

At the bottom of the table, there's a pagination control: 'Page 1 of 1 (1-4 of 4 items)'. A 'Back' button is located below the table. The footer contains copyright information: 'Copyright © 2006, 2020, Oracle and/or its affiliates. All rights reserved. | Security Information | Terms and Conditions'.

## Field Description

Field Name	Description
<b>Message ID</b>	Unique identification number for the message.
<b>Date</b>	Date of sending advice.
<b>Description</b>	The SWIFT message detailed description.
<b>Sending/Receiving Bank</b>	This displays the name of bank who has sent/received the message
<b>Message Type</b>	This shows the type of message sent/received such as MT760, MT767 etc
<b>Action</b>	The action to be taken that is to download the SWIFT details.


- Click on the desired Message ID to view the respective SWIFT details.  
The SWIFT detail appears in popup window along with the event date and description.
- Click the **Download** link against the SWIFT messages to download in selected format like PDF formats, if required.

### 24.5.1 SWIFT Message Details

The screenshot shows the 'View Outward Guarantee' interface for National Freight Corp. The guarantee details include: Guarantee Number PK1GIRR200112003 (active), Product GIRR Guarantee Issuance / Reissuance upon receiving request, Contract Amount GBP10,000.00, and Maturity Date 30 May 2020. Below this, a table of Swift Messages is shown with columns for Message ID, Date, Description, Sending/Receiving Bank, Message Type, and Action. A popup window titled 'View Swift Message' is open, displaying the event date (30 May 2020) and description (Receive Notice) for the selected message.

## Field Description

Field Name	Description
<b>Event Date</b>	Displays the event date.
<b>Event Description</b>	Displays the description of the event.
<b>Description</b>	The details of the SWIFT message.

- a. Click  to close the window.

## 24.6 Advices

This tab denotes all the Advices being exchanged. It allows the user to view and download the advices generated for the selected outward Guarantee.

18. Click **Advices** tab. The summary of all the Advices being exchanged.

OR

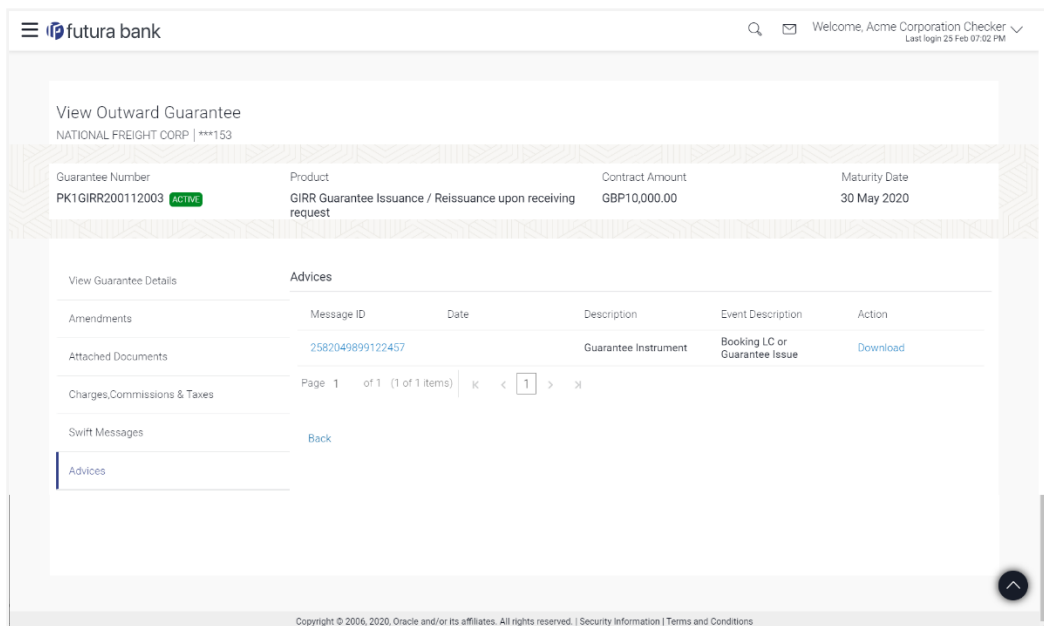
Click **Back**.

The **View Outward Guarantee** screen appears.

OR

Click **Cancel** to cancel the transaction.

### View Outward Guarantee - Advices Tab



The screenshot displays the 'View Outward Guarantee' screen for 'NATIONAL FREIGHT CORP | \*\*\*153'. It features a summary table with the following data:

Guarantee Number	Product	Contract Amount	Maturity Date
PK1GIRR200112003 <span style="color: green;">ACTIVE</span>	GIRR Guarantee Issuance / Reissuance upon receiving request	GBP10,000.00	30 May 2020

Below the summary, there are navigation options: 'View Guarantee Details', 'Amendments', 'Attached Documents', 'Charges, Commissions & Taxes', 'Swift Messages', and 'Advices' (which is selected). The 'Advices' section shows a table with the following columns: Message ID, Date, Description, Event Description, and Action.

Message ID	Date	Description	Event Description	Action
2582049899122457		Guarantee Instrument	Booking LC or Guarantee Issue	<a href="#">Download</a>

Page 1 of 1 (1 of 1 items) | Navigation: K < 1 > X

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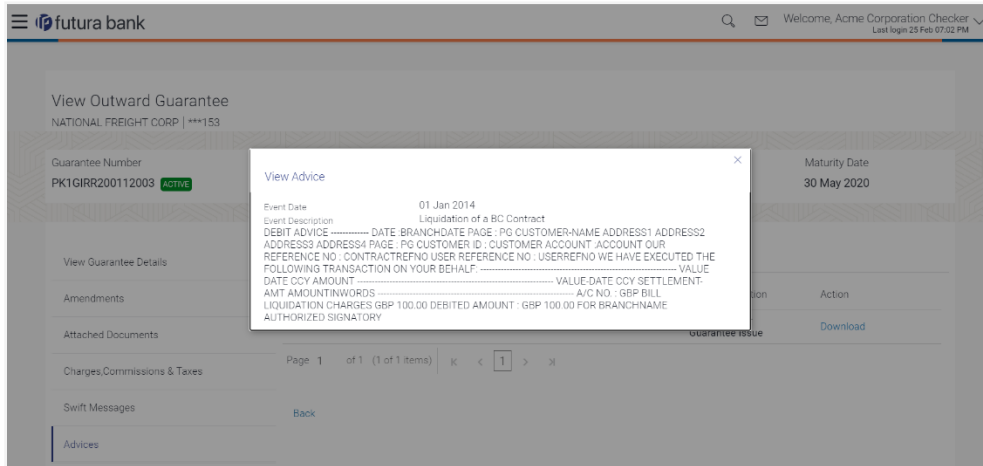
### Field Description

Field Name	Description
<b>Message ID</b>	Unique identification number for the message.
<b>Date</b>	Date of sending advice.
<b>Description</b>	The detail description of advice.
<b>Event Description</b>	Displays the description of the event.
<b>Action</b>	The action to be taken that is to download the advice details.




19. Click on the desired Message ID to view the respective advice details.  
The advice detail appears in popup window along with the event date and description.
20. Click the **Download** link against the advice to download in selected format like PDF formats, if required.

## 24.6.1 Advice Details



### Field Description

Field Name	Description
Event Date	Displays the event date.
Event Description	Displays the description of the event.
Description	The details of the advice.

- a. Click  to close the window.
21. Click **Back**.  
The **View Outward Guarantee** screen appears.  
OR  
Click **Cancel** to cancel the transaction.

[Home](#)

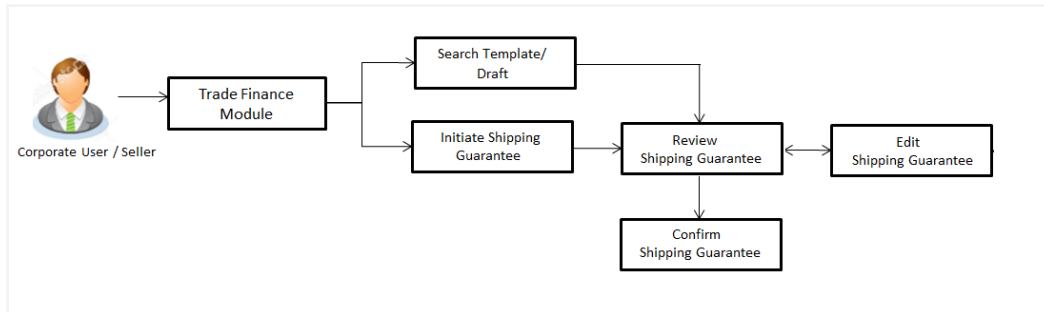
## 25. Initiate Shipping Guarantee

Using this option, you can initiate a shipment guarantee in the application.

### Pre-Requisites

- User must have a valid corporate party Id and login credentials in place

### Workflow



### How to reach here:

*Dashboard > Toggle menu > Trade Finance > Shipping Guarantee > Initiate Shipping Guarantee*  
OR

*Dashboard > Toggle menu > Trade Finance > Letter of Credit > Import Letter of Credit > View Letter of Credit*

OR

*Dashboard > Trade Finance > Overview > Quick Links > Raise Shipping Guarantee*

### 25.1 Search Shipping Guarantee template


User can save shipping guarantee application as a Template so that same can be used for creation of similar kind of shipping guarantees, if required in future. User can search the saved shipping guarantee template using Template Name.

---

Note: Shipping Guarantee Application saved as Template can be re used any number of times for Shipping Guarantee Initiation.

---

#### To search the shipping guarantee template:

1. In the **Search** field, enter the template name.
2. Click  . The saved Collection a templates appears based on search criteria.

## Shipping Guarantee Template - Search Result

Initiate Shipping Guarantee

Templates Drafts

Search...

Template Name	Beneficiary	Product	Created By	Last Updated	Access Type
Temp	valbhav		OBDX Checker	30 Apr 2020	Public

Page 1 of 1 (1 of 1 items)

Cancel

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### Field Description

Field Name	Description
------------	-------------

#### Search Result

**Template Name** The name using which template is stored and can be used to initiate a shipping guarantee application.

**Beneficiary** The beneficiary name against whom shipping guarantee is to be created.

**Product** The Export Collection product.

**Created by** The name of the maker who created the template.

**Last Updated** The last updated date of the template.

**Access Type** The type of access granted to template whether it is public or private.


3. Click **Cancel** to cancel the transaction.

## 25.2 Search Shipping Guarantee Drafts

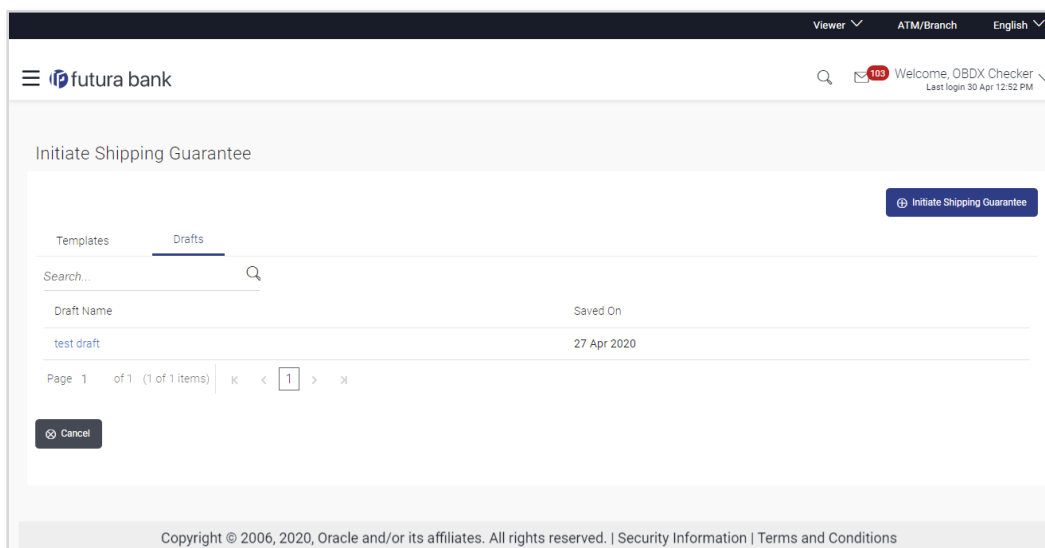
User can save shipping guarantee application as a Draft so that it can be used if required in future. User can search the saved shipping guarantee draft using Draft Name.

Note: Shipping Guarantee Application saved as Draft can be re used any number of times for Shipping Guarantee Initiation.

### To search the shipping guarantee draft:

1. In the Search field, enter the draft name.
2. Click . The saved Collection a drafts appears based on search criteria.

### Shipping Guarantee Draft - Search Result



The screenshot shows the 'Initiate Shipping Guarantee' page in the Futura Bank interface. The page has a dark header with 'Viewer', 'ATM/Branch', and 'English' options. Below the header, there's a search bar and a 'Welcome, OBDX Checker' message. The main content area is titled 'Initiate Shipping Guarantee' and has a 'Drafts' tab selected. A search bar contains 'test draft'. Below the search bar, there's a table with one row: 'test draft' under 'Draft Name' and '27 Apr 2020' under 'Saved On'. The page also shows 'Page 1 of 1 (1 of 1 items)' and a 'Cancel' button.

### Field Description

Field Name	Description
<b>Search Result</b>	
<b>Draft Name</b>	The name of the shipping guarantee application saved as draft.
<b>Saved On</b>	The date on which the draft was saved.

3. Click **Cancel** to cancel the transaction.

## 25.3 Initiate a Shipping Guarantee

Using this option, you can initiate a shipping guarantee in the application. To initiate a Collection in the application, you must enter details such as your LC linkage, Shipping Guarantee Details, Shipment Details, Instructions, and Attachments etc.

## To initiate shipping guarantee:

1. Click **Initiate Shipping Guarantee** on **Initiate Shipping Guarantee** screen.

## Initiate Shipping Guarantee

## Field Description

Field Name	Description
<b>Issue Under</b>	Indicates whether the shipping is initiated under LC or Collection. The options are: <ul style="list-style-type: none"> <li>• LC</li> <li>• Collection</li> </ul>
<b>Lookup LC Reference No.</b>	Indicates option to select the LC reference number. This field appears if you select <b>LC</b> option in the <b>Issue Under</b> filed.
<b>Advanced Lookup</b>	Below fields appear if you click Advanced lookup link.
<b>Applicant Name</b>	The name of the applicant.
<b>Beneficiary Name</b>	The beneficiary name.
<b>Status</b>	The Status of the LC.

Field Name	Description
<b>LC Amount Range From -To</b>	The LC amount range.
<b>Advanced Lookup Search results</b>	
Below fields appear if you click <b>Advanced lookup</b> link.	
<b>LC Number</b>	The searched LC reference number.
<b>Beneficiary Name</b>	The name of the beneficiary.
<b>Issue Date</b>	The issue date of LC.
<b>Date of Expiry</b>	The start date range and end date the LC gets expired.
<b>LC Status</b>	The status of the LC.
<b>LC Amount</b>	Indicates the amount for the Letter of Credit along with the currency under which the LC is issued.
<b>Outstanding Amount</b>	This field specifies any outstanding amount available along with the currency.
<b>Applicant Details</b>	
Below applicant related fields appear if you select <b>Collection</b> option in the <b>Issue Under</b> filed.	
<b>Applicant Name</b>	The name of applying party.
<b>Address</b>	The address of applying party.
<b>Country</b>	The country of applying party.
<b>Date of Application</b>	Application date when Bill has to be initiated.
<b>Beneficiary Details</b>	
<b>Beneficiary Type</b>	Indicates beneficiary party type. The options are: <ul style="list-style-type: none"> <li>• Existing</li> <li>• New</li> </ul>
<b>Beneficiary Name</b>	The name of beneficiary party.

Field Name	Description
<b>Address</b>	The address of beneficiary party. This field is enabled only if the <b>New</b> option is selected in the <b>Beneficiary Type</b> field.
<b>Country</b>	The country of beneficiary party. This field is enabled only if the <b>New</b> option is selected in the <b>Beneficiary Type</b> field.
<b>Product Details</b>	
<b>Product</b>	The product type as coming from Host.
<b>Date of Expiry</b>	The expiry date of the guarantee. The expiry date must be later than the application date.
<b>Shipping Guarantee Details</b>	
<b>Shipping Guarantee Amount</b>	The shipping guarantee amount along with the currency.

2. Select the appropriate option from **Issue Under** field.
  - a. If you select **LC**;
    - i. From the **Loop Up Reference No.** field, select the appropriate LC reference number.
    - ii. Click **View**. The summary of LC appears.  
OR  
Click the **Advanced Lookup** link. The Advanced Lookup overlay screen appears.
    - iii. Click **Verify** to verify the LC.  
OR  
Click **Reset** to cancel the entered LC reference number.
  - b. If you select **Collection**,
    - i. From the **Applicant Name** list, select the appropriate applicant. The Applicant details appear
3. In the **Beneficiary Details** field, select the appropriate option.
  - a. If you select **Existing** option:
    - i. From the Beneficiary Name, select the appropriate option.
  - b. If you enable **New** option:
    - i. In the **Beneficiary Name** list, enter the name of the LC beneficiary.
    - ii. In the **Address** field in the Beneficiary section, enter the address of the LC beneficiary.
    - iii. From the **Country** list in the Beneficiary section, select the appropriate country.

4. From the **Product** list, select the appropriate option.
5. In the **Date of Expiry** field, select the expiry date of the shipping guarantee.
6. From the **Currency** list, select the appropriate currency for the guarantee.
7. In the **Amount** field, enter the amount for the guarantee.
8. Click **Continue** or click the **Shipment Details** tab.
  - The **Shipment Details** tab appears in the **Initiate Shipping Guarantee** screen.
  - OR
  - Click **Initiate Shipping Guarantee**. The transaction is saved and the **Initiate Shipping Guarantee – Verify** screen appears.
  - OR
  - Click **Save As** system allows transaction details to be saved as a draft. (For more details, refer **Save As Draft** section.)
  - OR
  - Click **Back** to go back to previous screen.
  - OR
  - Click **Cancel** to cancel the transaction, The **Dashboard** appears.

### 25.3.1 Initiate Shipping Guarantee - Shipment Details tab

This tab includes the shipment details of the Guarantee application.

#### Initiate Shipping Guarantee - Shipment Details tab

The screenshot displays the 'Initiate Shipping Guarantee' interface. At the top, there's a header with 'futura bank' and user information: 'Welcome, OBDX Checker' and 'Last login 29 Apr 05:22 PM'. The main content area is divided into several sections:

- LC Linkage:** Radio buttons for 'Yes' (selected) and 'No'.
- LC Number:** '000ILSN20076A1XH' with a 'Reset' button.
- Shipping Guarantee Details:** A collapsed section.
- Shipment Details:** An expanded section containing:
  - Partial Shipment:** 'Allowed' dropdown.
  - Transshipment:** 'Allowed' dropdown.
  - Transportation Mode:** 'Air' dropdown.
  - Latest Date for Shipment:** '06 May 2020' with a calendar icon.
  - Shipment From:** 'Mumbai'.
  - Shipment To:** 'London'.
  - Port of Loading:** 'Mumbai'.
  - Port of Discharge:** 'London'.
- Goods Table:**


Serial Number	Goods	Description of Goods	Units	Price Per Unit
1	CILLAFA...	CILLAFABRIC	100	£1,200.00
- Buttons:** 'Add Goods', 'Continue', 'Initiate Shipping Guarantee', 'Save As', 'Cancel', and 'Back'.

At the bottom, there's a checkbox for 'I accept the terms and conditions' and a footer with copyright information: 'Copyright © 2006, 2020, Oracle and/or its affiliates. All rights reserved. | Security Information | Terms and Conditions'.



**Field Description**

<b>Field Name</b>	<b>Description</b>
<b>Shipment Date</b>	<p>The latest date for shipment loading goods on board/dispatch/taking in charge.</p> <p>The Latest Date for Shipment should not be later than the Guarantee Expiry Date.</p> <p>Note: It is mandatory to enter the values either in the <b>Latest Shipment Date</b> or <b>Shipment Period</b> field.</p>
<b>Transportation Mode</b>	Indicates which mode of transportation is to be used i.e. Air, Sea, Road, Rail, Multimodal etc.
<b>Port of Loading</b>	The place of dispatch or taking in charge of the goods or loading on board.
<b>Port of Discharge</b>	The port of discharge.
<b>Carrier Name</b>	The carrier name that carries the shipment.
<b>Carrier Arrival Details</b>	The arrival details of the shipment.
<b>Bill of Lading</b>	The bill of lading of goods.
<b>Shipment Marks</b>	The shipment marks.
<b>Shipment Agent Name</b>	The name of the shipping agent.
<b>Description of Goods &amp; Services</b>	
<b>SR No</b>	Serial Number.
<b>Goods</b>	The type of good being shipped has to be chosen.
<b>Goods Description</b>	The description about the goods.
<b>Quantity</b>	The number of units of the good covered under the Guarantee.
<b>Cost/ Unit</b>	The price per unit of the good covered under the Guarantee.
<b>Gross Amount</b>	The gross amount of goods.

Field Name	Description
<b>Shipping Guarantee Details</b>	The details of the shipment.
	<p>9. In the <b>Shipment Date</b> field, enter the latest shipment date for loading goods on board/ dispatch/ taking in charge.</p> <p>10. From the <b>Transportation Mode</b> select the appropriate option.</p> <p>11. In the <b>Port of Loading</b> field, enter the port of dispatch or taking in charge of the goods or loading on board.</p> <p>12. In the <b>Port of Discharge</b> field, enter the port of discharge of the goods.</p> <p>13. In the <b>Carrier Name</b> field, enter the name of the shipping carrier.</p> <p>14. In the <b>Carrier Arrival Details</b> field, enter the details of the shipping carrier arrival.</p> <p>15. In the <b>Bill of Lading</b> field, enter the bill of lading details.</p> <p>16. In the <b>Shipment Marks</b> field, enter the shipment marks.</p> <p>17. In the <b>Shipment Agent Name</b> field, enter the name of the shipping agent.</p> <p>18. In the <b>Description of Goods &amp; Services</b> section,</p> <ul style="list-style-type: none"> <li>a. From the <b>Goods</b> list, select the goods being shipped.</li> <li>b. In the <b>Description of Goods</b> field, enter the description of the goods traded under the Guarantee.</li> <li>c. In the <b>Quantity</b> field, enter the number of units of the goods traded under the Guarantee.</li> <li>d. In the <b>Cost/ Unit</b> field, enter the price per unit of the goods traded under the Guarantee.</li> <li>e. Click <b>Add Goods</b> to add new good if required. OR Click  to remove the already added goods. OR Click <b>Continue</b> to save the details entered and proceeds to next level of details. OR Click the <b>Instructions</b> tab.</li> </ul> <p>19. In the <b>Shipping guarantee Details</b> field, enter the details of shipping guarantee.</p> <p>20. Click <b>Continue</b> to save the details entered and proceeds to next level of details. OR Click the <b>Charges, Commissions and Taxes</b> tab. The <b>Charges, Commissions and Taxes</b> tab details appear in the Initiate Shipping Guarantee screen. OR Click <b>Save as Draft</b> system allows transaction details to be saved as a template or draft. (For more details, refer <b>Save As Draft</b> section.) OR Click <b>Back</b> to go back to previous screen. OR Click <b>Cancel</b> to cancel the transaction. The Dashboard appears.</p>

## 25.3.2 Initiate Shipping Guarantee – Charges, Commissions and Taxes

Viewer ATM/Branch English

futura bank Welcome, Acme Corporation Checker Last login 18 Jun 11:07 AM

Initiate Shipping Guarantee  
GOODCARE PLC | \*\*\*044

Shipping Guarantee Details

Goods and Shipment Details

**Charges, commission and Taxes:**

Instructions and Attachments

**Charges, Commissions & Taxes**

Charges

Account No	Description of Charges	Date	Amount
xxxxxxxxxxxx0011	LC Courier Charge	18 Jun 2021	GBP150.00
xxxxxxxxxxxx0011	LC SWIFT Charge for amendment	18 Jun 2021	GBP150.00
xxxxxxxxxxxx0011	Other Bank charges	18 Jun 2021	GBP50.00

Taxes

Description of Taxes	Value Date	Transaction Date	Amount
No data to display.			

Commissions

Commission for	Percentage	Amount
No data to display.		

Next Save As Draft Cancel

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### Field Description

Field Name	Description
<b>Charges</b>	
<b>Account No.</b>	Displays the account number for levying Cancellation Charges / Advice Charges.
<b>Description of Charges</b>	Displays the reason of charges levied for Various Guarantee related processes.
<b>Date</b>	Displays the date on which charges are applicable.
<b>Amount</b>	Displays the amount charged for the various processes.
<b>Taxes</b>	
<b>Description of Charges</b>	Displays the description charges applicable.
<b>Value Date</b>	Displays the value date of the taxes.

Field Name	Description
<b>Transaction Date</b>	Displays the date on which the transaction is done.
<b>Amount</b>	Displays the amount of taxes.
<b>Commission</b>	
<b>Commission for</b>	Displays the commission charges in terms of percentage for the issued Guarantee.
<b>Percentage</b>	Displays the percentage of Guarantee amount charged as commission.
<b>Amount</b>	Displays the amount charged as commission.


21. Click **Continue** to save the details entered and proceeds to next level of details.  
OR  
Click the **Instructions** tab. The **Instructions** tab details appear in the Initiate Shipping Guarantee screen.  
OR  
Click **Save as Draft** system allows transaction details to be saved as a template or draft. (For more details, refer Save As Draft section.)  
OR  
Click **Back** to go back to previous screen.  
OR  
Click **Cancel** to cancel the transaction. The **Dashboard** appears.

### 25.3.3 Initiate Shipping Guarantee - Instructions tab


This tab includes the miscellaneous information such as Advising Bank, Instructions to the bank (not forming part of guarantee).

The screenshot displays the 'Shipping Guarantee Details' interface for 'GOODCARE PLC | \*\*\*044'. The 'Instructions and Attachments' tab is active, showing a text area for 'Instructions to the Bank' containing 'instructionsnew'. Below the text area is a file upload section with a 'Drop files here or click here to Add Files' button. A note specifies: 'File size should not be more than 5 MB. Supported files: JPEG, PNG, DOC, PDF, TXT, ZIP. Multiple files can be uploaded at a time.' The 'Save As Template' section has 'Yes' selected under 'Save As Template' and 'Public' selected under 'Access Type'. The 'Template Name' is 'SHIPGP2'. A checkbox for 'I accept Terms & Conditions' is checked. At the bottom, there are buttons for 'Submit', 'Save As Draft', 'Cancel', and 'Back'.

## Field Description

Field Name	Description
<b>Instructions to the Bank (not forming part of Shipping Guarantee)</b>	Any additional instructions that you want to give to the bank.
<b>Attachments</b>	Click to browse and select the file to be uploaded or drag and drop the file to be uploaded.
<b>Document Name</b>	Displays the name of the attached documents. Displays the link to download the attached document.
<b>Document Category</b>	Displays the category of the document uploaded.
<b>Document Type</b>	Displays the type of the document uploaded.
<b>Remarks</b>	Displays the notes added, if any, for attaching the document.
	Click the icon to remove the attached document-
<b>Save as Template</b>	Options to save the transaction as template. The options are: <ul style="list-style-type: none"> <li>• Yes</li> <li>• No</li> </ul>
<b>Access Type</b>	Indicates the type of access for the template. The options are: <ul style="list-style-type: none"> <li>• Public</li> <li>• Private</li> </ul> <p>This field is enabled if the <b>Yes</b> option is selected in Save as Template.</p>

22. In the **Instructions to the Bank** field, enter the additional instructions that you want to give to the bank.
23. Click **Drop Files** to browse and select the required document present on your computer. The **Attach Document** popup window appears.
24. Select the required document present on your computer to upload.
  - a. In the **Save as Template** field, select **Yes**, if you want to save the transaction as template.
  - b. If you select **Yes**,
    - iii. In the **Access Type** field, select the appropriate option.

- iv. In the **Template Name** field, enter the name of the template.
25. Select the **Terms and Conditions** check box to accept the Terms and Conditions.
26. Click **Initiate Shipping Guarantee**. The transaction is saved and the Initiate Shipping Guarantee – Verify screen appears.  
OR  
Click  system allows transaction details to be saved as a template or draft. (For more details, refer **Save As Draft** section.)  
OR  
Click **Back** to go back to previous screen.  
OR  
Click **Cancel** to cancel the transaction, The **Dashboard** appears.
27. The review screen appears. It displays all the 4 sections with their respective fields namely Shipping **Guarantee Details, Shipment Details, Documents, Instructions, and Attachments** with an option to edit them individually.  
Verify the details, and click Confirm.  
OR  
Click **Back** to go back to previous screen.  
OR  
Click **Cancel** to cancel the transaction. The **Dashboard** appears.
28. The success message initiation of guarantee creation appears along with the reference number. Click **OK** to complete the transaction.

## 25.4 Save As Template

User can save the application as a Template so that it can be used for creation of similar shipping guarantees, if required in future. The application allows the template access as public or private if saved as template.

- **Public:** A template marked as 'Public' are visible to all the users mapped to the Party ID of the user who created the template. All users mapped to the party will only be able to view and use whereas they will not be able to edit or delete template. Only the creator of the template is allowed to edit or delete the template.
- **Private:** A template marked as 'Private' is available to only the creator of the template. Only creator of the template can use the template while initiating shipping guarantee and modify or delete such templates.


User can search the saved shipping guarantee template by template name in search tab. The LC applications earlier saved as template can also be saved as draft while initiating a shipping guarantee.

---

Note: User cannot save application with attached document as Template.

---

### To save Shipping Guarantee application as template:

1. Enter the required details in application.
2. Click  , and then select **Template** option.

## Save as Template

## Field Description

Field Name	Description
<b>Template Type</b>	<p>Indicates the type of access for the template.</p> <p>The options are:</p> <ul style="list-style-type: none"> <li>• <b>Public:</b> A template marked as 'Public' is visible to all the users mapped to the Party ID for which the user has created the template. All such users will only be able to view and use this template, however they will not be able to edit or delete the template. Only the creator of the template is allowed to edit or delete the template.</li> <li>• <b>Private:</b> A template marked as 'Private' is available to only the creator of the template. Only creator of the template can use it while initiating Shipping Guarantee and modify or delete such template.</li> </ul>
<b>Template Name</b>	Name of the template to be saved.

- From the **Template Type** list, select the appropriate option.
- In the **Template Name** field, enter the desired name for the template.
- Click **Save** to save the template.  
The transaction details are saved as a template which can be access from the **Template** tab.  
OR  
Click **Cancel** to cancel the transaction. The **Dashboard** appears.

## 25.5 Save As Draft

User can save Shipping Guarantee application as a Draft so that it can be used if required in future. It can be re used only one time for Shipping Guarantee Application initiation. User can search the saved Shipping Guarantee draft using the draft name in search box. The saved drafts can be accessed from the **Draft** tab. The Shipping Guarantee applications, which were saved as draft can also be saved as template after adding all other necessary fields.

**Note:** User cannot save application with attached document as Draft.

**To save Shipping Guarantee application as draft:**

1. Enter the required details in Shipping Guarantee application.
2. Click **Save As** and then select **Draft** option.

**Save as Draft**
**Field Description**

Field Name	Description
<b>Draft Name</b>	Name of the draft.

3. In the **Draft Name** field, enter the desired name for the draft.
4. Click **Save** to save the draft.  
The transaction details are saved as a draft which can be accessed from the **Draft** tab.  
OR  
Click **Cancel** to cancel the transaction. The **Dashboard** appears.

**Note:** When shipping Guarantee is linked with LC it cannot be saved as Draft, when it is not linked with LC, then it can be saved either as a draft or as a template.

[Home](#)



## 26. View shipping Guarantee

Using this option, you can view existing shipping guarantees in the application.

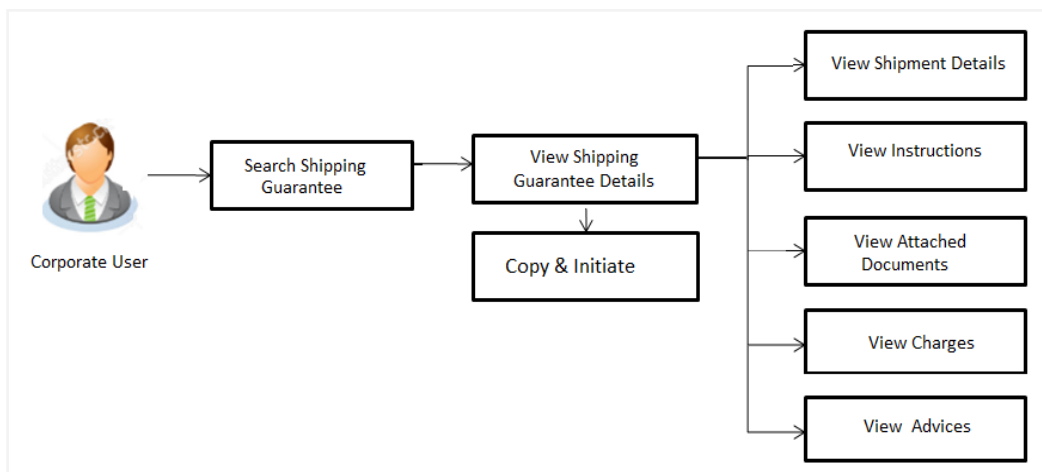
A guarantee from a lending institution ensures that the liabilities of a debtor will be met. In other words, if the applicant fails to fulfil a commitment, the lending institution will cover it. A Bank Guarantee enables user to show more credibility while doing business.

Guarantees can be initiated in the system using the Initiate Shipping Guarantee option. This option allows you to search for guarantees based on a certain search criterion. It allows you to view a list of guarantees for the selected customer. Details of an individual guarantee can be viewed and Exported in various formats.

### Pre-Requisites

- User must have a valid corporate party Id and login credentials in place
- At least a single shipping guarantee should exist for the party ID and party must having view rights for it


### Workflow



### How to reach here:

*Dashboard > Toggle menu > Trade Finance > Shipping Guarantee > View Shipping Guarantee*

**To view Shipping guarantee:**

1. The **View Shipping Guarantee** screen appears.
2. Click  to filter based on the filter criteria. The **Filter** overlay screen appears.

**View Shipping Guarantee - Search**
**Field Description**

Field Name	Description
<b>Beneficiary Name</b>	The name of the beneficiary of the shipping guarantee.
<b>Shipping Guarantee Status</b>	The status of the shipping guarantee. The options are: <ul style="list-style-type: none"> <li>• All</li> <li>• Active</li> <li>• Hold</li> <li>• Cancelled</li> <li>• Closed</li> <li>• Reversed</li> </ul>
<b>Shipping Guarantee Amount From - To</b>	The shipping guarantee currency and amount range.
<b>Expiry Date</b>	The expiry date of the guarantee.
<b>LC Linkage</b>	The LC is linked to guarantee or not.

3. Enter the filter criteria.

4. Click **Search**.  
The **View Shipping Guarantee** screen appears with the search results.
- OR
- Click **Cancel** to cancel the transaction.
- OR
- Click **Clear** to clear the filter criteria.

## View Shipping Guarantee – Search Result

Viewer ATM/Branch English

futura bank Welcome, Acme Corporation Checker Last login 26 Feb 09:53 AM

### View Shipping Guarantee

GOODCARE PLC | \*\*\*044

List of Recently Issued Shipping Guarantees

All Parties → Search... 🔍

Download

Shipping Guarantee Reference Number	Applicant Name	Beneficiary Name	Linked LC Number	Amount	Status	Expiry Date
<a href="#">PK2SGLT19081A1XI</a>	NATIONAL FREIGHT CORP	FIXNETIX	NA	GBP100,000.00	ACTIVE	26 Apr 2019
<a href="#">PK2SGLT19081A1XJ</a>	NATIONAL FREIGHT CORP	FIXNETIX	NA	GBP100,000.00	ACTIVE	26 Apr 2019
<a href="#">PK2SGLT19081A1XH</a>	NATIONAL FREIGHT CORP	FIXNETIX	NA	GBP100,000.00	ACTIVE	26 Apr 2019
<a href="#">PK2SGLT190813501</a>	NATIONAL FREIGHT CORP	FIXNETIX	NA	GBP1,000.00	CANCELLED	26 Apr 2019
<a href="#">PK2SGLT190815501</a>	NATIONAL FREIGHT CORP	FIXNETIX	NA	GBP1,000.00	CANCELLED	30 Apr 2019
<a href="#">PK2SGLT190818006</a>	NATIONAL FREIGHT CORP	FIXNETIX	NA	GBP1,000.00	CANCELLED	26 Apr 2019
<a href="#">000SGLC20076B8DL</a>	NATIONAL FREIGHT CORP	FIXNETIX	NA	GBP10,000.00	ACTIVE	17 Mar 2020
<a href="#">PK1SGLC20011A2BH</a>	NATIONAL FREIGHT CORP	FIXNETIX	NA	GBP1,000.00	ACTIVE	10 Apr 2020

Page 1 of 22 (1-8 of 175 items) < 1 2 3 4 5 ... 22 > ❌

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**Field Description**

<b>Field Name</b>	<b>Description</b>
<b>Shipping Guarantee Reference Number</b>	The Shipping Guarantee number. Displays the link to view details of the Shipping Guarantee.
<b>Applicant Name</b>	The name of the applicant of the shipping guarantee.
<b>Beneficiary Name</b>	Displays the name of the beneficiary of the shipping guarantee.
<b>Linked LC Number</b>	Displays the LC number if the shipping guarantee is attached to it and LC is linked to guarantee.
<b>Amount</b>	Displays the amount of the shipping guarantee.
<b>Status</b>	Displays the status of the shipping guarantee.
<b>Expiry Date</b>	Displays the expiry date of the shipping guarantee.

5. Click on the desired record link in the **Shipping Guarantee Reference Number** column. The **View Shipping Guarantee** screen appears with the details of the selected shipping guarantee.  
By default, the **Shipping Guarantee Details** tab appears.
6. Click **Shipping Guarantee Details** tab.

## 26.1 **Shipping Guarantee Details**

7. The **View Shipping Guarantee Details** screen appears.  
OR  
Click **Copy and Initiate** to copy details of Shipping Guarantee, and initiate a new shipping guarantee. The **Initiate Shipping Guarantee** screen appears.  
OR  
Click **back** to navigate back to previous screen.

## View Shipping Guarantee – Shipping Guarantee Details

View Shipping Guarantee  
PREEETHIS | \*\*\*153

Guarantee Reference No. PK2SGLT19081A1XH <b>ACTIVE</b>	Product SGLC Shipping Guarantee	Guarantee Amount GBP100,000.00	Date of Expiry 26 Apr 2019
---	------------------------------------	-----------------------------------	-------------------------------

**Shipping Details**

Attached Documents

Charges, Commissions & Taxes

Advices

**Applicant Details**

Applicant Name  
PREEETHIS  
Address  
PKBANK31XXX  
Country  
GREAT BRITAIN  
Date of Application  
22 Mar 2019

**Beneficiary Details**

Beneficiary Name  
FIXNETIX  
Address  
Country  
GREAT BRITAIN

**Product Details**

Product  
SGLC Shipping Guarantee  
Date of Expiry  
26 Apr 2019

**Shipping Guarantee Amount Details**

Shipping Guarantee Amount  
GBP100,000.00

**Goods & Shipment**

Latest Date for Shipment  
Port of Loading  
Carrier name  
Shipment Marks  
Shipment Guarantee Detail  
Goods

Transportation Mode  
Port of Discharge  
Bill of lading  
Shipment Agent Name  
Cargo Arrival Details

Goods	Description of Goods	Units	Price Per Unit
No data to display.			

**Instruction**

Instructions to the Bank: Not forming part of Shipping Guarantee

[Back](#)

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## Field Description

Field Name	Description
<b>Guarantee Reference Number</b>	Displays the shipping Guarantee number.
<b>Product</b>	Displays the shipping Guarantee product type coming from Host.
<b>Amount</b>	Displays the amount of the shipping guarantee.
<b>Expiry Date</b>	Displays the expiry date of the shipping guarantee.
<b>Applicant Details</b>	
<b>Applicant Name</b>	Displays the name of applying party.
<b>Address</b>	Displays the address of applying party.

<b>Field Name</b>	<b>Description</b>
<b>Country</b>	Displays the country of applying party.
<b>Date of Application</b>	Displays the application date when Bill has been initiated.
<b>Beneficiary Details</b>	
<b>Beneficiary Name</b>	Displays the name of beneficiary party.
<b>Address</b>	Displays the address of beneficiary party.
<b>Country</b>	Displays the country of beneficiary party.
<b>Product Details</b>	
<b>Product</b>	Displays the product type as coming from Host.
<b>Date of Expiry</b>	Displays the expiry date of the shipping guarantee.
<b>Shipping Guarantee Amount Details</b>	
<b>Shipping Guarantee Amount</b>	Displays the amount of the shipping guarantee.
<b>Goods &amp; Shipment Details</b>	
This tab includes the shipment details of the Guarantee application.	
<b>Latest Date of Shipment</b>	Displays the latest date of shipment.
<b>Transportation Mode</b>	Displays the transportation mode for the goods.
<b>Port of Loading</b>	Displays the place of dispatch or taking in charge of the goods or loading on board.
<b>Port of Discharge</b>	Displays the port of discharge.
<b>Carrier Name</b>	Displays the carrier name that carries the shipment.
<b>Bill of Lading</b>	Displays the bill of lading.
<b>Shipment Marks</b>	Displays the shipment marks.

<b>Field Name</b>	<b>Description</b>
<b>Shipment Agent Name</b>	Displays the name of the shipment agent.
<b>Shipment Guarantee Details</b>	Displays the details of the shipment Guarantee.
<b>Cargo Arrival Details</b>	Displays the details of the cargo arrival.
<b>Goods</b>	Section displays the added goods for shipment.
<b>SR No</b>	Displays the serial number.
<b>Goods</b>	Displays the type of good being shipped.
<b>Description of Goods</b>	Displays the description about the goods.
<b>Units</b>	Displays the number of units of the good covered under the guarantee.
<b>Price Per Unit</b>	Displays the price per unit of the good covered under the guarantee.
<b>Instructions</b>	This tab includes the bank instruction details of the Shipment Guarantee application.
<b>Instruction to Bank: Not Forming part of Shipping Guarantee</b>	Displays the instruction which was provided by user to bank to be taken care of while creating guarantee.

## 26.2 Attached Documents

You can see attached documents related to shipping guarantee here. You can also view the list of all documents uploaded by you.

- Click **Attached Documents** tab to view the list of all documents uploaded or to attach document.

The **Attached Documents** details appear in the **View Shipping Guarantee** screen.

OR

Click **Back**.

The **View Shipping Guarantee** screen appears.

OR

Click **Cancel** to cancel the transaction.

### 26.2.1 View Attached Documents

#### View Shipping Guarantee – Attached Documents tab

The screenshot shows the 'View Shipping Guarantee' screen for a specific guarantee (000SGLC200761501). The interface includes a navigation menu, user information, and a table of attached documents. The table has columns for Sr No, Document Id, Document Category, Document Type, and Remarks. A single document is listed with Sr No 1, Document Id 3.JPM.\*\*\*\*19, Document Category IDPROOF, Document Type IDPROOF, and Remarks adhar card. There is also an 'Attach Document' button and a note about file size and supported formats.

Sr No	Document Id	Document Category	Document Type	Remarks
1	3.JPM.****19	IDPROOF	IDPROOF	adhar card

File size should not be more than 5 MB. Supported file types: .JPEG, .PNG, .DOC, .PDF, .TXT, .ZIP. Multiple files can be uploaded at a time.

#### Field Description

Field Name	Description
<b>Sr No</b>	The serial number of the attached document records.
<b>Document ID</b>	Displays the unique identification number for the attached document. Displays the link to download the attached document.
<b>Document Category</b>	Displays the category of the document uploaded.
<b>Document Type</b>	Displays the type of the document uploaded.
<b>Remarks</b>	Displays the notes added, if any, for attaching the document.



9. Click the required link in the **Document ID** column to download the attached document.

OR

Click **Back**.

The **View Shipping Guarantee** screen appears.

OR

Click **Cancel** to cancel the transaction.

---

**Note:** Attached documents section is not qualified with Oracle TFPM in this release.

---

## 26.3 Charges, Commissions and Taxes

This tab lists charges for the Shipping Guarantee.

10. Click **Charges, Commissions and Taxes** tab to view list of commissions and charges for the shipping guarantee.

11. The **Charges** detail appears in the **View Shipping Guarantee** screen.

OR

Click **Back**.

The **View Shipping Guarantee** screen appears.

OR

Click **Cancel** to cancel the transaction.

### View Shipping Guarantee – Charges tab

The screenshot shows the 'View Shipping Guarantee' screen for 'futura bank'. The user is logged in as 'Acme Corporation Checker'. The screen displays the following information:

- Guarantee Reference No.:** PK2SGLT190818006 (ACTIVE)
- Product:** SGLT Shipping Guarantee
- Guarantee Amount:** GBP1,000.00
- Date of Expiry:** 26 Apr 2019

The 'Charges, Commissions & Taxes' tab is selected, showing a table of charges:

Account No	Description of Charges	Date	Amount
xxxxxxxxxxxx0011	LC Courier Charge	26 Feb 2021	GBP150.00
xxxxxxxxxxxx0011	LC SWIFT Charge for amendment	26 Feb 2021	GBP150.00
xxxxxxxxxxxx0011	Other Bank charges	26 Feb 2021	GBP50.00

Below the charges table, there are sections for 'Taxes' and 'Commissions', both of which currently show 'No data to display'.

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**Field Description**

<b>Field Name</b>	<b>Description</b>
<b>Charges</b>	
<b>Account No.</b>	Displays the account number for levying Cancellation Charges / Advice Charges.
<b>Description of Charges</b>	Displays the reason of charges levied for Various Guarantee related processes.
<b>Date</b>	Displays the date on which charges are applicable.
<b>Amount</b>	Displays the amount charged for the various processes.
<b>Taxes</b>	
<b>Description of Charges</b>	Displays the description charges applicable.
<b>Value Date</b>	Displays the value date of the taxes.
<b>Transaction Date</b>	Displays the date on which the transaction is done.
<b>Amount</b>	Displays the amount of taxes.
<b>Commission</b>	
<b>Commission for</b>	Displays the commission charges in terms of percentage for the issued Guarantee.
<b>Percentage</b>	Displays the percentage of Guarantee amount charged as commission.
<b>Amount</b>	Displays the amount charged as commission.

**26.4 Advices**

This tab denotes all the Advices being exchanged. It allows the user to view and download the advices generated for the selected shipping guarantee.

12. Click **Advices** tab. The summary of all the Advices being exchanged.  
OR  
Click **Back**.  
The **View Shipping Guarantee** screen appears.  
OR  
Click **Cancel** to cancel the transaction.

## View Shipping Guarantee - Advices Tab

The screenshot displays the 'View Shipping Guarantee' page for user PREETHI5 | \*\*\*153. The guarantee details are as follows:

Guarantee Reference No.	Product	Guarantee Amount	Date of Expiry
PK2SGLT190818006 <span style="color: green;">ACTIVE</span>	SGLT Shipping Guarantee	GBP1,000.00	26 Apr 2019

Below the guarantee details, there is a table of 'Advices' with the following columns: Message ID, Date, Description, Event Description, and Action.

Message ID	Date	Description	Event Description	Action
3492060182476390		Cash Collateral Advices	Booking LC or Guarantee Issue	<a href="#">Download</a>

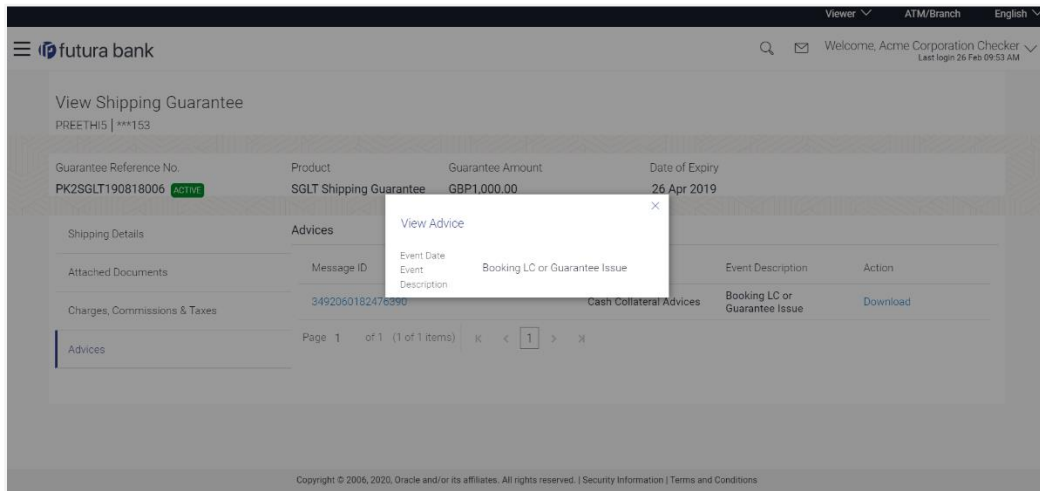
The page also includes a pagination control showing 'Page 1 of 1 (1 of 1 items)' and a 'Download' link for the advice.

## Field Description

Field Name	Description
<b>Message ID</b>	Unique identification number for the message.
<b>Date</b>	Date of sending advice.
<b>Description</b>	The detail description of advice.
<b>Event Description</b>	Displays the description of the event.
<b>Action</b>	The action to be taken that is to download the advice details.


13. Click on the desired **Message ID** to view the respective advice details.  
The advice detail appears in popup window along with the event date and description.
14. Click the **Download** link against the advice to download in selected format like PDF formats, if required.

## 26.4.1 Advice Details



### Field Description

Field Name	Description
<b>Event Date</b>	Displays the event date.
<b>Event Description</b>	Displays the description of the event.
<b>Description</b>	The details of the advice.

- a. Click  to close the window.
15. Click **Back**.  
The **View Shipping Guarantee** screen appears.  
OR  
Click **Cancel** to cancel the transaction.

[Home](#)

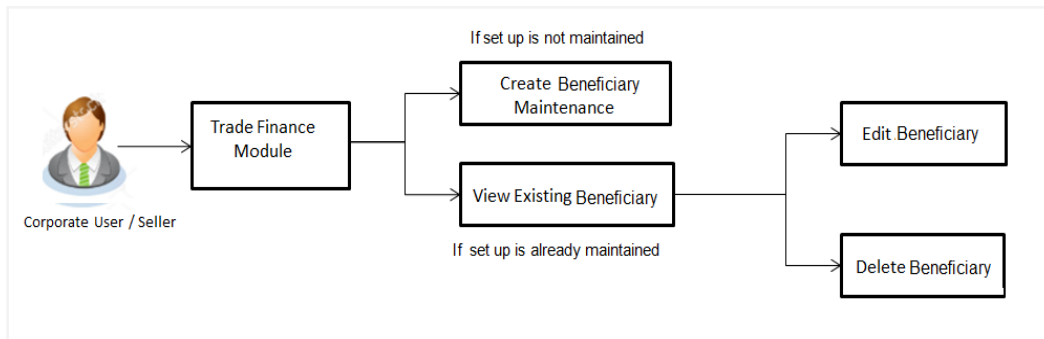
## 27. Other Party Maintenance

Using this option, you can view, create, update and delete the Beneficiary/Drawee for the LC/Bills/Guarantee.

### Pre-Requisites

- User must have a valid corporate party Id and login credentials in place

### Workflow



### Features Supported In Application

Available features to corporate user in the application:

- View Beneficiary
- Create Beneficiary
- Edit Beneficiary
- Delete Beneficiary

### How to reach here:

*Dashboard > Toggle menu > Trade Finance > Maintenance > Other Party Maintenance*

### 27.1 Other Party Maintenance - Summarized View

Using this option, corporate user can search and view the details of any other party maintained. This is a default view; the user is landed on this screen, records of all the other parties maintained in the application are displayed in card format. User can choose to check the complete details of a specific party by clicking on a card.

## Other Party Maintenance - Summarized View

The screenshot displays the 'Other Party Maintenance' interface for Futura Bank. The page title is 'Other Party Maintenance' with a sub-header 'DEV Org | \*\*\*165'. A 'Create Other Party' button is located in the top right. The main content area is titled 'List of Other Parties' and contains a search bar and a grid of nine cards. Each card represents an other party with the following details:




Party Name	Privacy	SWIFT Code	Nickname	Applicability
Sdd	Private	-	sds	Letter Of Credit
Leo toys	Public	CITIGB2LRRR	LEOTOY	Bills, Collections, Guarantee, Letter Of Credit, Shipping Guarantee
Ccsc	Public	CITIGB2LRRR	librtech	Letter Of Credit
Cinc	Private	CITIGB2LRRR	kittcovch	Letter Of Credit
Crnc	Public	CITIGB2LRRR	lirstsech	Guarantee
Jack	Private	CITIGB2LNNN	wand	Collections, Guarantee, Letter Of Credit
Viussrinc	Private	CITIGB2LRRR	lihsbrtech	Bills
Visseerinc	Private	CITIGB2LRRR	liirstsech	Bills
Vivssrnc	Private	CITIGB2LRRR	lirstsech	Bills

At the bottom of the list, there is a pagination control showing 'Page 1 of 2 (1-9 of 18 items)' and a search bar.

## Field Description

Field Name	Description
<b>Party Name</b>	The name of the applicant is displayed.
<b>Party ID</b>	The party Id is displayed in a masked format.
<b>Search By</b>	Enter the name of the card to search and view its details. Partial search is allowed.
<b>Other Party Maintenance Card</b>	The Other Party Maintenance card displays the name of the Other Party Maintenance along with the other details like SWIFT Code, Nickname, and Applicability.
<b>Other Party Maintenance Card Name</b>	The name using which other party details is stored.

Field Name	Description
<b>Access Type</b>	The accessibility the beneficiary recorded i.e. public or private.
<b>SWIFT Code</b>	The SWIFT code of the Beneficiary/Drawee bank.
<b>Nickname</b>	The nickname of the Beneficiary/drawee.
<b>Applicability</b>	The transactions for which the beneficiary recorded are applicable. It can be either of them or combination of them, i.e. as selected : <ul style="list-style-type: none"> <li>• Letter of Credit</li> <li>• Bills</li> <li>• Guarantee</li> </ul>

- To view the details of a specific beneficiary, select and click the Other Party Maintenance card. The **View Other Party Maintenance** screen with maintained details appears.  
OR  
In the **Search By** field, enter the name of the specific party whose details you want to view. The specific Other Party Maintenance detail record appears.  
OR  
Click **Create Other Party** to create a new party.  
OR  
Click  or  to view the other party maintenance as Summarized or Tabular view.  
OR  
Click  to delete the other party maintenance card.

### 27.1.1 Other Party Maintenance - Tabular View

The Other Party Maintenance - Tabular View allows the corporate user to view the party details in table format.

### Other Party Maintenance - Tabular View

Other Party Maintenance  
DEV Org | \*\*\*165

[Create Other Party](#)

Search...

Beneficiary / Drawee Name	Swift Code	Nickname	Access Type	Applicability	Type	Actions
Sdd	-	sds	Private	Letter Of Credit		
Leo toys	CITIGB2LRRR	LEOTOY	Public	Bills,Collections,Guarantee,Letter Of Credit,Shipping Guarantee		
Ccsc	CITIGB2LRRR	libsrtech	Public	Letter Of Credit		
Cinc	CITIGB2LRRR	kittccvch	Private	Letter Of Credit		
Cmc	CITIGB2LRRR	lirstcsech	Public	Guarantee		
Jack	CITIGB2LNNN	wand	Private	Collections,Guarantee,Letter Of Credit		
Viusrinc	CITIGB2LRRR	lihsbrstech	Private	Bills		
Visseerinc	CITIGB2LRRR	lisretsech	Private	Bills		
Vvssmc	CITIGB2LRRR	lirstssech	Private	Bills		
Vega toys	CITIGB2LNNN	vtoys	Public	Collections,Guarantee,Letter Of Credit		

Page 1 of 2 (1-10 of 18 items) | < 1 2 >

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#### 1.1.4 Other Party Maintenance - View Details

This screen allow the corporate user to view the details of other party.

#### Other Party Maintenance - View Details

Other Party Maintenance  
Leo Toys | \*\*\*165

[Edit](#) | [Delete](#)

Other Party Name Leo Toys <span>Public</span>	Nickname LEOTOY	Bank Name CITIBANK IRELAND	SWIFT Code CITIGB2LRRR
--	--------------------	-------------------------------	---------------------------

Bank Address  
CITIGB2LRRR  
glaso park 33  
new diamond area

Address  
12 tech park  
lawrance garden  
london  
Country  
INDIA  
Applicability  
Bills,Collections,Guarantee,Letter Of Credit,Shipping Guarantee

[Edit](#) [Delete](#) [Back](#)

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**Field Description****Field Name    Description**

---

**Other Party Name**    The beneficiary against whom LC/Bills/ Guarantee is created.

**Access Type**    The accessibility the beneficiary recorded i.e. public or private.

**Nickname**    The nickname of the Beneficiary/drawee.

**Bank Name**    The name of beneficiary bank.

**SWIFT Code**    The SWIFT code of the Beneficiary/Drawee bank.

**Other Party Details**

**Address**    The address of beneficiary to be saved.

**Country**    The country of the LC beneficiary.

**Applicability**    The transactions for which the beneficiary recorded are applicable.  
It can be either of them or combination of them, i.e. as selected :

- Letter of Credit
- Bills
- Guarantee

**Bank Address**    The address of beneficiary bank.

---

2. Click **Edit** to edit the other party details.  
OR  
Click **Delete** to delete the other party.  
OR  
Click **Back** to navigate to the previous screen.

## 27.2 Other Party - Create

**To create other party:**

1. Click **Create** to create other party. The **Create Other Party** screen appears.

## Create Other Party

Viewer ATM/Branch English

futura bank

Welcome, corp checker  
Last login 24 Nov 06:18 PM

### Other Party Maintenance

DEV Org | \*\*\*165

#### Beneficiary/Drawee Details

Name  
John Smith

Address  
20 Redwoods  
ABC Complex, Example Street

Country  
UNITED STATES

Nickname  
John

#### Bank Details

SWIFT Code  
ORACGB2LOOO Verify

[Lookup SWIFT Code](#)  
Credit Available With  
ORACGB2LOOO  
ORACGB2LOOO  
ORACGB2LOOO  
plot mo 23 London  
[Reset](#)

Public  Private

Applicability

All

Letter of Credit

Collections

Guarantee

Shipping Guarantee

Bills

Submit Cancel [Back](#)

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## Field Description

Field Name	Description
------------	-------------

### Beneficiary/Drawee Details

<b>Beneficiary/Drawee Name</b>	The beneficiary against whom LC/Bills/ Guarantee is to be created.
--------------------------------	--

<b>Address</b>	The address of beneficiary to be saved.
----------------	---

<b>Country</b>	The country of the beneficiary.
----------------	---------------------------------

Field Name	Description
<b>Nickname</b>	The nickname of the Beneficiary/drawee.
<b>Bank Details</b>	
<b>SWIFT Code</b>	The SWIFT ID of the Beneficiary/Drawee Bank. Click <b>Lookup SWIFT Code</b> if required, to search and select the bank details, available in the application.
<b>SWIFT code Look up</b>	
The following fields appear on a pop up window if the <b>Lookup SWIFT Code</b> link is clicked.	
<b>Swift Code</b>	The facility to lookup bank details based on SWIFT code.
<b>Bank Name</b>	The facility to search for the SWIFT code based on the bank name.
<b>Country</b>	The facility to search for the SWIFT code based on the country.
<b>City</b>	The facility to search for the SWIFT code based on city.
<b>SWIFT Code Lookup - Search Result</b>	
<b>Bank Name</b>	The names of banks as fetched on the basis of the search criteria specified.
<b>Address</b>	The complete address of each bank as fetched on the basis of the search criteria specified.
<b>SWIFT Code</b>	The list of SWIFT codes as fetched on the basis of the search criteria specified.
<b>Bank Details</b>	Name and Address of the bank where credit would be available. This field is enabled if the <b>Bank Address</b> option is selected in the <b>Credit Available With</b> field.
<b>Access Type</b>	The accessibility the beneficiary recorded will have.
<b>Applicability</b>	The applicability the beneficiary recorded will have. The options are: <ul style="list-style-type: none"> <li>• All</li> <li>• Letter of Credit</li> <li>• Collections</li> <li>• Guarantee</li> <li>• Shipping Guarantee</li> <li>• Bills</li> </ul>

2. In the **Name** field, enter the name of the beneficiary.
3. In the **Address** field, enter the address of the beneficiary.
4. In the **Country** field, enter the country of the beneficiary.
5. In the **Nickname** field, enter the nickname name of the beneficiary.
6. From **SWIFT Code**, use the lookup and select the right SWIFT code.
  - a. Click **Verify** to verify the details.  
The beneficiary bank detail appears.  
OR  
Click **Reset** to cancel entered details.
7. From **Access Type** list, select the appropriate option.
8. From **Applicability** list, select the appropriate options.
9. Click **Save** to save the beneficiary details.  
OR  
Click **Back** to navigate to the previous screen.  
OR  
Click **Cancel** to cancel the transaction.
10. The **Review Other Party Maintenance Details** screen appears. Verify the details, and click **Confirm**.  
OR  
Click **Cancel** to cancel the transaction.  
OR  
Click **Save As Draft**, system allows transaction details to be saved as a template or draft.  
OR  
Click **Cancel** to cancel the transaction. The **Dashboard** appears.  
OR  
Click **Back** to go back to previous screen.
11. The success message of beneficiary creation appears along with the reference number.
12. Click **Go to Dashboard**, to navigate to the **Dashboard**.

### 27.3 Other Party Maintenance - Edit

Using this option corporate user can edit the details of selected beneficiary, maintained in the application.

#### To modify beneficiary:

1. Enter the search criteria, and click **Search**.  
OR  
Click on Other Party card whose details you want to modify. The **View Other Party** screen with maintained details appears.
2. Click **Edit** to edit the beneficiary details. The **Edit Other Party** screen appears.

## Edit Other Party

The screenshot displays the 'Edit Other Party' interface. At the top, there's a navigation bar with 'Viewer', 'ATM/Branch', and 'English' options. Below that, the 'futura bank' logo is on the left, and a search icon and user greeting 'Welcome, corp checker' are on the right. The main content area is titled 'Other Party Maintenance' and shows details for 'Leo Toys | \*\*\*165'. A 'Delete' link is present in the top right. Below this is a table with columns: Other Party Name, Nickname, Bank Name, and SWIFT Code. The data row shows 'Leo Toys', 'LEOTOY', 'CITIBANK IRELAND', and 'CITIGB2LRRR'. Underneath the table, there are sections for 'Address' (12 tech park, lawrance garden, london), 'Country' (IN), 'Access Type' (Public selected, Private unselected), and 'Applicability' (Bills, Collections, Guarantee, Letter Of Credit, Shipping Guarantee). At the bottom, there are buttons for 'Save', 'Delete', 'Cancel', and 'Back'. A footer contains copyright information: 'Copyright © 2006, 2020, Oracle and/or its affiliates. All rights reserved. | Security Information | Terms and Conditions'.

3. Update the required fields.
4. Click **Save** to save the beneficiary details.  
OR  
Click **Delete** to delete the other party.  
OR  
Click **Cancel** to cancel the transaction.  
OR  
Click **Back** to navigate to the previous screen.
5. The **Review Beneficiary/Drawee Details** screen appears. Verify the details, and click **Confirm**.  
OR  
Click **Cancel** to cancel the transaction.
6. The success message of beneficiary updation appears.
7. Click **Go to Dashboard**, to navigate to the **Dashboard**.

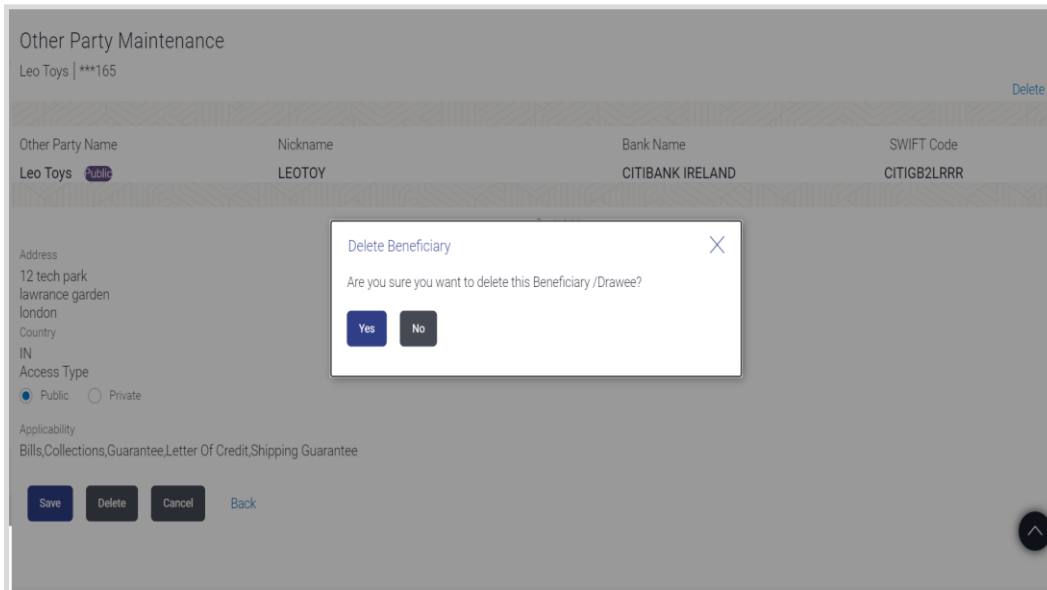
## 27.4 Other Party Maintenance - Delete

Using this option, corporate user can search and delete an existing beneficiary.

To delete other party:

1. Repeat steps 1 to 2 of **Edit Beneficiary** section.
2. To delete beneficiary, click **Delete**.
3. The **Delete Warning** message appears.
4. Click **Yes** to delete the beneficiary.  
OR  
Click **No** to cancel the transaction.

### Other Party Maintenance Delete Warning



5. The **Other Party Maintenance** screen with the successful deletion message appears.

[Home](#)

---

## 28. Additional Condition Maintenance

Using this option, you can create (if maintenance is not already there), view and edit the additional condition required while creating Letter of Credits. Here user will have the facility to save his custom conditions and use as and when required. Each Condition is saved with the help of an identifier which is unique for the customer, and all identifiers needs to be mapped to codes of additional conditions as maintained by bank.

### Pre-Requisites

- User must have a valid corporate party Id and login credentials in place

### Features Supported In Application

Available features to corporate user in the application:

- Create Additional Condition
- View Additional Condition
- Edit Additional Condition
- Delete Additional Condition
- Duplicate Additional Condition

### How to reach here:

*Dashboard > Toggle menu > Trade Finance > Maintenance > Additional Condition Maintenance*

### 28.1 Additional Condition Maintenance - Create

To create Additional Condition:

1. Navigate to the **Additional Condition Maintenance** screen.

## Create Additional Condition Maintenance

The screenshot shows the 'Additional Conditions Maintenance' page in the Futura Bank system. The page header includes the bank logo, user name 'ASHLEY CHARLES', and a welcome message. The main content area features an illustration of a person pointing at a checklist, with the heading 'Additional Conditions'. Below the illustration, there is a paragraph explaining that users can create and maintain additional conditions for Letter of Credits. A link 'Refer Code and Description' is provided. At the bottom, there are two buttons: 'Create Additional Conditions' and 'Back'. The footer contains copyright information for Oracle.

### Field Description

Field Name	Description
------------	-------------

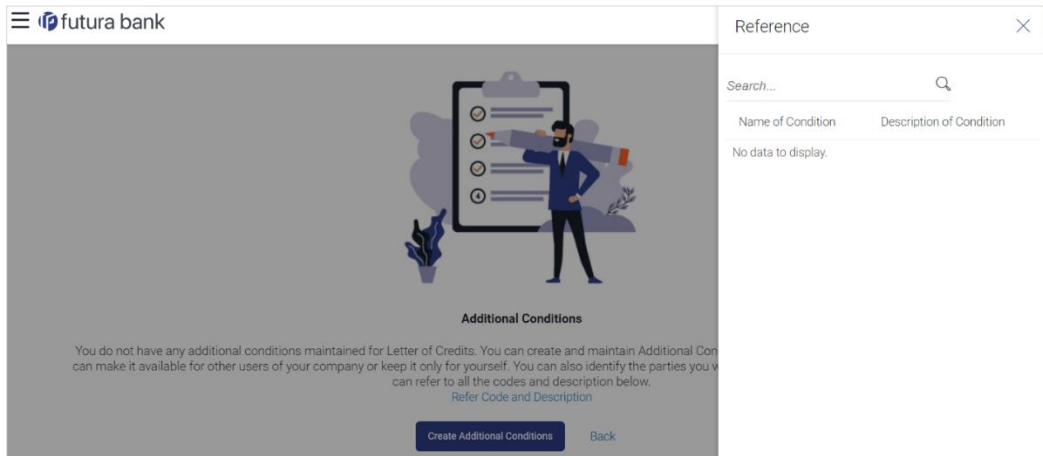
<b>Party Name</b>	The name of the applicant is displayed.
-------------------	---

<b>Party ID</b>	The party Id is displayed in a masked format.
-----------------	---

- Click **Create Additional Condition** to create a new additional condition. The **Add New Condition** overlay screen appears.  
OR  
Click **Back** to go back to previous screen.  
OR  
Click **Refer Code and Description** to view the codes and its description as maintained by bank. The **Reference** overlay screen appears.



## Reference




## Field Description

### Field Name Description

**Name of Condition** The name of the condition.

**Description of Condition** The description of the condition.

- In the **Search** field, enter the condition name.  
OR  
Click . The saved condition appears based on search criteria.

## 28.2 Additional Condition Maintenance - Create

To create Additional Condition:

- Navigate to the **Additional Condition Maintenance** screen.

## Create Additional Condition Maintenance

The screenshot shows the 'Edit Condition' form in the Futura Bank system. The form is overlaid on a sidebar menu. The sidebar shows 'Additional Conditions Maintenance' with a table of existing conditions. The 'Edit Condition' form has fields for 'Select Code' (dropdown), 'Description' (text area), 'Type Identifier' (text field), and 'Available to Others' (toggle). The 'Select Code' dropdown is set to 'INSTRUCTION3'. The 'Description' text area contains 'new additionalvcvc'. The 'Type Identifier' text field contains 'ins3edev4'. The 'Available to Others' toggle is currently turned off. There are 'Save' and 'Cancel' buttons at the bottom of the form.

### Field Description

Field Name	Description
<b>Select Code</b>	The option to select the code
<b>Description</b>	The description of the code.
<b>Type Identifier</b>	User needs to provide an identifier for the description under the code.
<b>Available to Others</b>	The slider to allow the code to be visible to the users of the corporate. If it is not made available to others, this identifier would be available only for the user to use.

- From **Select Code** list, select the appropriate code.
- In the **Description** field, enter the description of the code.
- In the **Type of Identifier** field, enter the type of identifier.
- Move the slider to allow the code to be visible to the user.
- Click **Add** to create a new additional condition.  
OR  
Click **Cancel** to cancel the transaction. The **Dashboard** appears.
- The **Review Additional Condition** screen appears. Verify the details, and click **Confirm**.  
OR  
Click **Cancel** to cancel the transaction.
- The success message appears. Click **Go to Dashboard**, to navigate to the **Dashboard**.

## 28.3 Additional Condition Maintenance - View

Using this option, corporate user can view the details of any additional condition maintained.

To view the additional condition:

1. Navigate to the **Additional Condition Maintenance** screen. All the conditions mapped to the party id is displayed on the screen.

### Additional Conditions Maintenance - View

The screenshot shows the 'Additional Conditions Maintenance' screen for 'DEV Org | \*\*\*165'. The table displays the following data:

Code/Identifier	Description	Available to Others	Created By
ins3dev2	new condition3 edit	No	Dcorpchecker
ins3dev4	new additionalvcvc	No	Dcorpchecker

### Field Description

#### Field Name Description

**Party Name** The name of the applicant is displayed.

**Party ID** The party Id is displayed in a masked format.


#### Additional Conditions

**Code/ Identifier** The additional condition code

**Description** The description of the code.

**Available to Others** Yes or No, if the condition was set to be available for others.



**Actions** The action to allow the user to view, edit, duplicate and delete the code.

2. Click  to expand and view the additional condition details.  
OR  
Click **Edit** to edit the additional condition details.  
OR  
Click **Cancel** to cancel the transaction. The **Dashboard** appears.

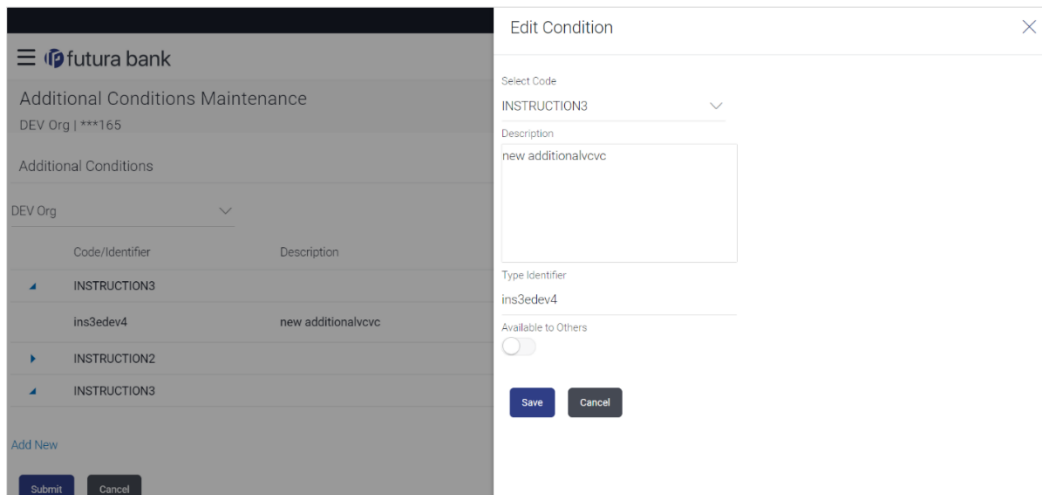
## 28.4 Additional Conditions Maintenance - Edit

Using this option corporate user can edit the details of selected additional condition, maintained in the application.

To modify additional condition:

1. Navigate to the **Additional Condition Maintenance** screen. All the conditions mapped to the party id is displayed on the screen.
2. Click **Edit** to edit the additional condition details.
3. Click  to expand and view the additional condition details.
4. Click  to access more options, and then click **Edit** to edit the details of the additional condition.  
The **Edit Condition** overlay screen appears.

### Edit Conditions



Code/Identifier	Description
INSTRUCTION3	
ins3edev4	new additionalvcvc
INSTRUCTION2	
INSTRUCTION3	


5. Update the required details.
6. Click **Save** to save the details.  
OR  
Click **Cancel** to cancel the transaction.
7. Click **Submit**.  
The **Additional Conditions** Review screen appears. Verify the details, and click **Confirm** .  
OR  
Click **Cancel** to cancel the transaction.  
OR  
Click **Cancel** to cancel the transaction. The **Dashboard** appears.  
OR  
Click **Back** to go back to previous screen.

8. The success message appears along with the reference number.  
Click **Go to Dashboard**, to navigate to the **Dashboard**

## 28.5 Additional Conditions Maintenance - Delete

Using this option, corporate user can search and delete an existing Additional Conditions.


### To delete Additional Conditions:

1. Repeat steps 1 to 3 of **Additional Conditions - Edit** section.
2. Click  to access more options, and then click **Delete**.
3. The **Delete Warning** message appears.
4. Click **Yes** to delete the Additional Conditions.  
OR  
Click **No** to cancel the transaction.
5. The **Additional Conditions Maintenance** screen with the successful beneficiary deletion message appears. Click **Done** to complete the transaction.

## 28.6 Additional Conditions Maintenance - Duplicate

Using this option, corporate user can duplicate an existing Additional Conditions.

### To duplicate Additional Conditions:

1. Repeat steps 1 to 3 of **Additional Conditions - Edit** section.
2. Click  to access more options, and then click **Duplicate** to duplicate the additional code condition details.

[Home](#)

## 29. Clause Maintenance

Using this option, a corporate user can save the clauses under documents, so that it can use the same as and when required while initiating an LC. User also have an option to mark it to be available to other users of corporate.

### Pre-Requisites

- User must have a valid corporate party Id and login credentials in place

### Features Supported In Application

Available features to corporate user in the application:

- Create Clause
- View Clause
- Edit Clause
- Delete Clause
- Duplicate Clause

### How to reach here:

*Dashboard > Toggle menu > Trade Finance > Maintenance > Clause Maintenance*

### 29.1 Clause Maintenance - Create

#### To create Clause:

1. Navigate to the **Clause Maintenance** screen.

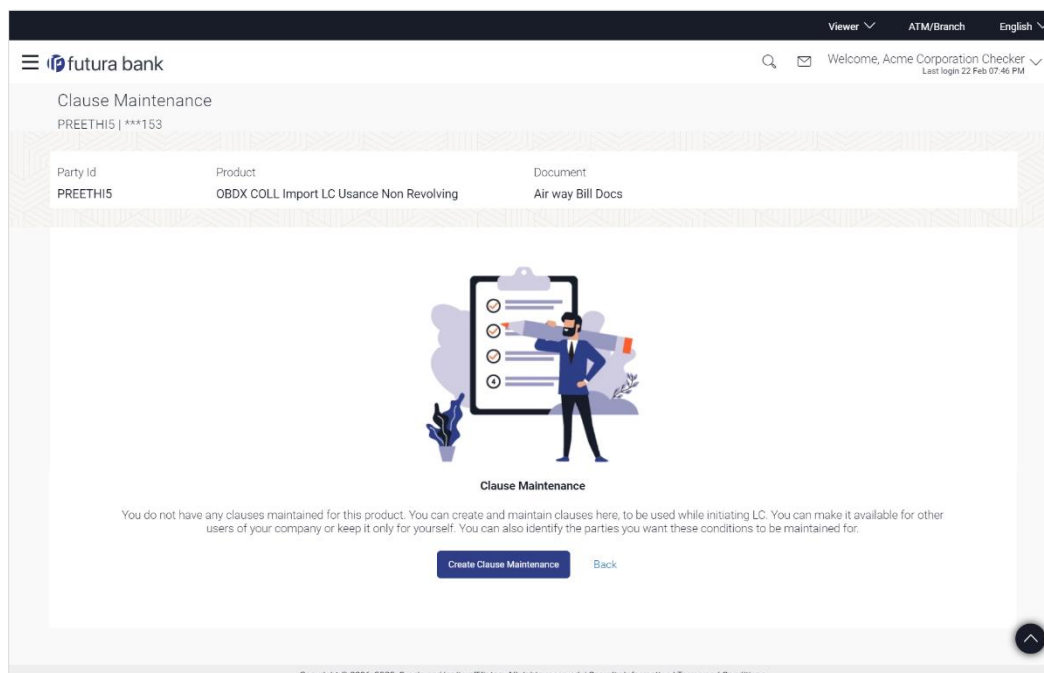
#### Clause Maintenance - Create

## Field Description

Field Name	Description
<b>Party Name</b>	The name of the applicant is displayed.
<b>Party ID</b>	The party Id is displayed in a masked format.
<b>Party ID</b>	The option to select the party Id for which you want to create a clause.
<b>Select Product</b>	The option to select the product
<b>Document</b>	The option to select the document.

- From the **Party ID** list, select the party Id for which you want to create a clause.
- From the **Select Product** lookup, select the appropriate product.
- From the **Document** list, select the required document.
- Click **Submit**. The **Clause Maintenance - Create** screen appears.  
OR  
Click **Cancel** to cancel the transaction. The **Dashboard** appears.

## Clause Maintenance - Create

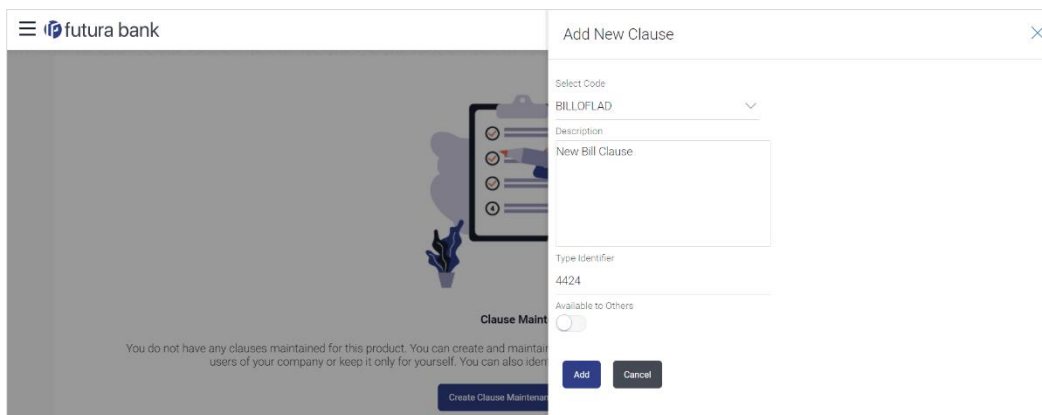


**Field Description**

Field Name	Description
<b>Party Name</b>	The name of the applicant is displayed.
<b>Party ID</b>	The party Id is displayed in a masked format.
<b>Party ID</b>	The selected party Id is displayed.
<b>Product</b>	The selected product is displayed.
<b>Document</b>	The selected document is displayed.

6. Click **Create Clause Maintenance**. The **Add New Clause** overlay screen appears.  
OR  
Click **Back** to go back to previous screen.

**Clause Maintenance - Add New Clause**



**Field Description**

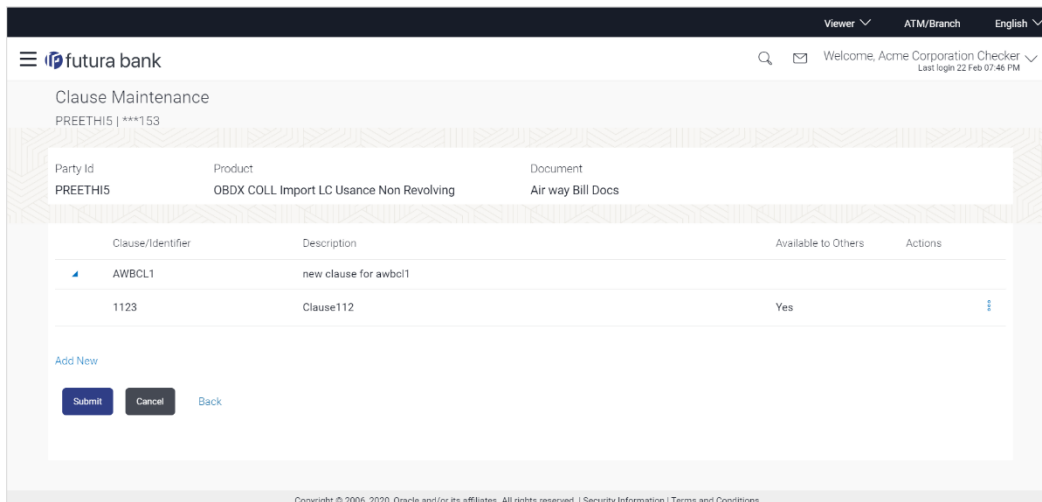
Field Name	Description
<b>Select Code</b>	The option to select the code
<b>Description</b>	The description of the code.
<b>Type of Identifier</b>	User needs to provide an identifier for the description under the code.
<b>Available to Others</b>	The slider to allow the code to be visible to the users of the corporate. If it is not made available to others, this identifier would be available only for the user to use.

7. From the **Select Code** list, select the appropriate code.
8. In the **Description** field, enter the description for the clause.





9. In the **Identifier** field, enter the identifier type for the clause.
10. Move the slider to made the clause available to others.
11. Click **Add**. The **Clause Maintenance** screen with added clause appears.  
OR  
Click **Cancel** to cancel the transaction.

### Clause Maintenance - Added Clause



### Field Description

Field Name	Description
<b>Party ID</b>	The selected party Id is displayed.
<b>Product</b>	The selected product is displayed.
<b>Document</b>	The selected document is displayed.
<b>Clause/ Identifier</b>	The identifier of the conditions of the documentary credit.
<b>Description</b>	The description of the selected clause.
<b>Available to Others</b>	The option to specify whether the clause will be available to others or not.
<b>Actions</b>	The action to allow the user to view, edit, duplicate and delete the clause.

12. Click  to expand and view the clause details.  
OR  
Click the **Add New** link to add another new clause.  
OR
13. Click  to access more options, for example:
  - Click **View** to view the clause details.

- Click **Edit** to edit the clause details.
  - Click **Duplicate** to duplicate the clause details.
  - Click **Delete** to delete the clause.
  - Click **Download** to download the account structure.
14. Click **Submit** to create a new clause.  
OR  
Click **Cancel** to cancel the transaction. The **Dashboard** appears.  
OR  
Click **Back** to navigate back to the previous screen.
  15. The **Review** screen appears. Verify the details, and click **Confirm**.  
OR  
Click **Cancel** to cancel the transaction.  
OR  
Click **Back** to navigate back to the previous screen.
  16. The success message along with the reference number appears. Click **Go to Dashboard**, to navigate to the **Dashboard**.

## 29.2 Clause Maintenance - View

Using this option, corporate user can view the details of any clause maintained.

### To view the clause:

1. Navigate to the **Clause Maintenance** screen.

### Clause Maintenance

The screenshot displays the 'Clause Maintenance' interface for 'GOODCARE PLC | \*\*\*044'. It features a 'Party Id' field with the value 'PREETH15', a 'Select Product' dropdown menu showing 'COLL - OBDX COLL Import LC Usa...', and a 'Document' dropdown menu showing 'Air way Bill Docs'. At the bottom of the form, there are 'Submit' and 'Cancel' buttons. The page header includes the Futura Bank logo, user name 'Welcome, Acme Corporation Checker', and last login time 'Last login 22 Feb 07:46 PM'. A footer contains copyright information: 'Copyright © 2006, 2020, Oracle and/or its affiliates. All rights reserved. | Security Information | Terms and Conditions'.

### Field Description

Field Name	Description
Party Name	The name of the applicant is displayed.
Party ID	The party Id is displayed in a masked format.

Field Name	Description
<b>Party ID</b>	The option to select the party Id for which you want to create a clause.
<b>Select Product</b>	The option to select the product
<b>Document</b>	The option to select the document.

- From the **Party ID** list, select the party Id for which you want to create a clause.
- From the **Select Product** lookup, select the product that you want to search and view.
- Click **Submit**. The **Clause Maintenance - View** screen appears.  
OR  
Click **Cancel** to cancel the transaction. The **Dashboard** appears.

### Clause Maintenance - View

Clause Maintenance  
GOODCARE PLC | \*\*\*044

Party Id: GOODCARE PLC    Product: Import Back to Back LC product-Advance Non Periodic    Document: Air Way

Clause/Identifier	Description	Available to Others	Created By
AWB			
243434	New Clause for AWB	No	autocheckertfpm201
sws	wsw	No	autocheckertfpm201

Buttons: Edit, Cancel, Back

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### Field Description

Field Name	Description
<b>Party ID</b>	The selected party Id is displayed.
<b>Product</b>	The selected product is displayed.
<b>Document</b>	The selected document is displayed.



### Clause Maintenance

<b>Clause/ Identifier</b>	The identifier of the conditions of the documentary credit.
<b>Description</b>	The description of the selected clause.

Field Name	Description
------------	-------------

<b>Available to Others</b>	The option to specify whether the clause will be available to others or not.
----------------------------	--



<b>Actions</b>	The action to allow the user to view, edit, duplicate and delete the clause.
----------------	--

5. Click  to expand and view the clause details.
- OR
- Click **Edit** to edit the additional condition details.
- OR
- Click **Cancel** to cancel the transaction. The Dashboard appears.
- OR
- Click  to access more options.

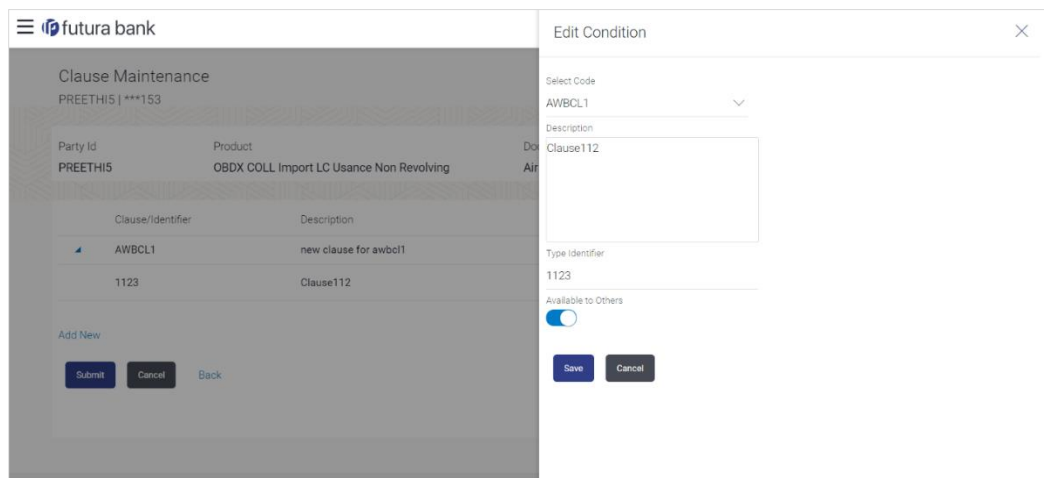
## 29.3 Clause Maintenance - Edit

Using this option corporate user can edit the details of the selected clause, maintained in the application.

### To modify a clause:

1. Repeat steps 1 to 4 of **Clause Maintenance - View** section.
2. Click **Edit** to edit the clause details.
3. Click  to expand and view the clause details.
4. Click  to access more options, and then click **Edit** to edit the clause details. The **Edit Condition** overlay screen appears.

### Clause Maintenance - Edit



The screenshot shows the 'Edit Condition' overlay screen. The background is dimmed, showing the 'Clause Maintenance' screen with a table of clauses. The 'Edit Condition' overlay is in the foreground, showing the following fields and controls:

- Select Code:** AWBCL1 (dropdown menu)
- Description:** Clause112 (text input field)
- Type Identifier:** 1123 (text input field)
- Available to Others:**  (toggle switch)
- Buttons:** Save, Cancel


5. Update the required details.
6. Click **Save** to save the details.
- OR
- Click **Cancel** to cancel the transaction.

7. Click **Submit**. The Review screen appears. Verify the details, and click **Confirm** .  
OR  
Click **Cancel** to cancel the transaction. The **Dashboard** appears.  
OR  
Click **Back** to go back to previous screen.
8. The success message appears along with the reference number.  
Click **Go to Dashboard**, to navigate to the **Dashboard**

## 29.4 Clause Maintenance - Delete

Using this option, corporate user can search and delete an existing Clause.


### To delete a Clause:

1. Repeat steps 1 to 4 of **Clause Maintenance - View** section.
2. Click  to access more options, and then click **Delete**. The clause gets deleted.
3. The **Delete Warning** message appears.

## 29.5 Clause Maintenance - Duplicate

Using this option, corporate user can duplicate an existing clause.

### To duplicate a Clause:

1. Repeat steps 1 to 4 of **Clause Maintenance - View** section.
2. Click  to access more options, and then click **Duplicate** to duplicate the clause.

[Home](#)

---

## 30. Application Tracker

The Application Tracker enables you to view the progress of submitted applications and also to retrieve and complete applications that have been saved as Draft. You can search for the required application using the application number or draft name. The Trade Finance Application tracker currently supports Initiate Import LC and Initiate Outward Guarantee, Initiate LC Amendment and Customer Acceptance – Bills & LC which are going to be processed through Trade Finance mid office.

Through the application tracker, you can perform the following actions:

- **View and update application in draft:** While filling out an application form, if you opt to save the application instead of submitting it, the application is saved in the app tracker as an 'In Draft application'. You can select any of the applications available under this widgets in order to complete not yet started stages and submit that application.
- **View submitted application:** The application tracker enables you to view details of submitted applications, which includes viewing status history, application summary and uploaded documents.
- **View applications with Pending Clarifications:** the application tracker enables you to look into the applications which has received certain clarifications from bank. User can choose to respond from there,
- **View application in progress:** The application form that are picked up by the mid-office user and are under processing, comes under "In progress" state.
- **View approved application:** The application tracker enables you to view details of applications that are approved by the approver.
- **View rejected application:** The application tracker enables you to view details of applications that are rejected by the approver.

### How to reach here:

*Dashboard > Toggle menu > Application Tracker*

### To track an application:

1. Click on the **Trade Finance** option or Click **Click Here**.  
The **Application Tracker- Trade Finance** screen appears with all the Letter of Credit and guarantees applications.  
OR  
Click **Cancel** to cancel the operation and to navigate back to 'Dashboard'.  
OR  
Click **Back** to navigate back to previous screen.

## Application Tracker - Trade Finance

Application Tracker

Trade Finance

Draft Submitted Pending Clarification In Progress Approved Rejected

The Applications submitted to bank, and yet to be picked for processing would appear here.

GOODCARE PLC

Application Type	Beneficiary Name	Application Type	Beneficiary Name	Application Type	Beneficiary Name
Letter Of Credit	BeneLCPubl1	Letter Of Credit	beneMaker13	Letter Of Credit	molyKOFGERM
Amount	Application Date	Amount	Application Date	Amount	Application Date
GBP2,340.00	05 May 2021	GBP111.00	05 May 2021	GBP80,000.00	05 May 2021

Application Type	Beneficiary Name	Application Type	Beneficiary Name	Application Type	Beneficiary Name
Letter Of Credit	molyKOFGERM	Letter Of Credit	molyKOFGERM	Letter Of Credit	molyKOFGERM
Amount	Application Date	Amount	Application Date	Amount	Application Date
GBP80,000.00	05 May 2021	GBP80,000.00	05 May 2021	GBP80,000.00	05 May 2021

Showing 6 of 29 Items

[Load More](#)

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## Field Description

### Field Name

### Description

### Search By

The search the application by the **Application Number** or **Beneficiary Name**.

In case of draft applications you can search by name of the draft.

### Filter

### Type

The option to filter the application based on type.



The options are:

- All
- Letter of Credit
- Bank Guarantee
- Import LC Amendment
- LC Amendment Customer Acceptance
- Bill Discrepancy Customer Acceptance

Field Name	Description
<b>Duration</b>	<p>The option to filter the application based on duration of submission the applications.</p> <p>The options are:</p> <ul style="list-style-type: none"> <li>• Last 7 Days</li> <li>• Last 15 Days</li> <li>• Last 1 Month</li> <li>• Last 3 Months</li> <li>• Last 6 Months</li> <li>• Last 1 Year</li> </ul>
<b>Search Result</b>	<p>The applications are displayed in form of cards.</p>
<b>Application Cards</b>	
<b>Type</b>	Displays the type of trade finance application that is Letter of Credit or Bill Guarantee.
<b>Party Name</b>	Displays the party name of the applicant.
<b>Application Number</b>	Displays the application reference number as generated by the bank at the time the application was submitted.
<b>Status</b>	<p>Displays the current application's progress.</p> <p>The status can be:</p> <ul style="list-style-type: none"> <li>• Draft – applications which has not yet submitted and is just saved by the applicant.</li> <li>• Submitted- application has been filled and submitted for further processing</li> <li>• In progress - application is getting processed in the mid office and is yet to be approved or rejected.</li> <li>• Approved – When the application is completely approved and submitted to back office</li> <li>• Rejected - When the application is completely rejected.</li> </ul>
<b>Submitted On</b>	Displays the date and time on which the application was submitted. This is applicable for all application status except “Drafts”.
<b>Amount</b>	Displays the amount for the Letter of Credit or Bill Guarantee is applied for.
<b>Saved On</b>	Displays the date and time on which the application was saved. This is applicable when application status is “Drafts”.



Field Name	Description
<b>Draft Name</b>	Displays the name of Draft which was used to save the application. This is applicable when application status is "Drafts".

2. Search or filter an application;  
In the **Search By** field, enter the **Application Number** or **Beneficiary Name** by which application is to be searched, and click .  
OR  
Click  of the filter by list, the popup showing filter options opens.
3. From the **Type** list, select the appropriate type.  
OR  
From the **Duration** list, select the duration for which the applications needs to tracked.
4. Click **Reset** to clear the criteria selected.
5. The cards of trade finance applications appear based on search criteria under respective tabs.
6. Click on the "**Draft**" tab, it opens the all applications cards with Draft status.  
Click on an application card, details screen with pre-populated details that you have already entered and saved as draft will appear, you can update those details and fill any other details required in the application form and submit it.  
OR  
Click **Load More** to view more application cards.

## View Application Details - Draft

ATM/Branch
English
UBS 14.3 AT3 Branch

futura bank
Welcome, Psd checker  
Last login 03 Dec 02:27 PM

### Initiate Outward Guarantee

**Outward Guarantee Details**

Party ID  
\*\*\*382

Branch  
CASS - 892

**Applicant Details**

Applicant Name  
Sun Inc  
Address  
London Industrial Area  
Plot no 21  
Fox Road  
Country  
GREAT BRITAIN  
Date of Application  
26 Jun 2014

**Beneficiary Details**

Existing  New

Beneficiary Name  
tristar inc

**Product Details**

Product  
Guarantee Issuance / Reissuance upon rece...  
Type of Guarantee  
Financial

**Advising Bank Details**

Swift Code  
CITIGB2LXXX  
CITIBANK INTERNATIONAL LONDON  
CITIGB2LXXX  
GB  
[Reset](#)

[Continue](#)

**Commitment Details**

Beneficiary Contract Ref No  
3243234243432  
Effective Date  
01 Mar 2019  
Closure Date  
28 Apr 2019  
Validity Type  
 Limited  Unlimited

Guarantee Amount  
GBP £4,500.00  
Guarantee Expiry Date  
04 Apr 2019  
Expiry Condition

**Bank Instructions**

Charges Account  
xxxxxxxxxxx0011  
Instructions to the Bank: Not forming part of Guarantee

**Guarantee Advices**

Select at least one condition to proceed

<input type="checkbox"/>	Condition	Description
<input checked="" type="checkbox"/>	GUARANTEE	We have been informed that you, __4__ (registered seat __) and __ (registered seat __ company registration number __) (hereinafter the Principal) have concluded a ____ contract under the reference number __ on ____ concerning the supply

Page 1 of 1 (1 of 1 items) | < 1 >

**Attachments**

[Attach Document](#)

Attached documents will not be saved with Draft / Template  
File size should not be more than 5 M/B. Supported file types: .JPEG, .PNG, .DOC, .PDF, .TXT, .ZIP. Multiple files can be uploaded at a time.

I accept the Terms & Conditions

[Initiate Guarantee](#)
[Save As](#)
[Cancel](#)
[Back](#)

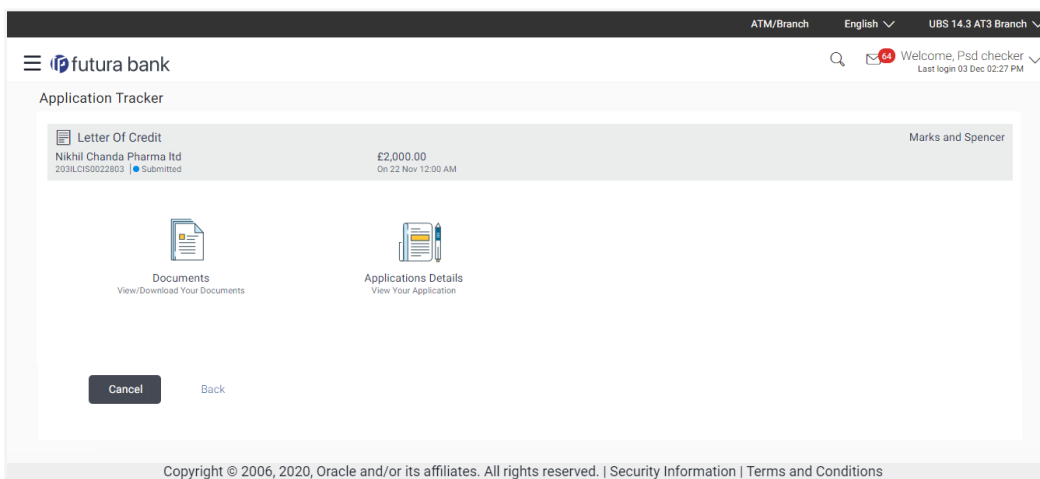
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OR

Click **"Submit"** tab, it opens the all applications widgets with **Submit** status.

- a. Click on an application card, it opens the application details screen as 'submitted' by the customer.  
Click the **Documents (View/ Download Your Documents)** icon to view and download the documents that are submitted.  
OR  
Click the **Application Details (View Your Application)** icon to view your submitted application. Refer **Initiate LC** or **Initiate Guarantee** transactions for more details.  
OR  
Click **Close** to cancel the operation and to navigate back to 'Dashboard'.  
OR  
Click **Back** to navigate back to the previous screen.

## View Application Details - Submitted



## Field Description

Field Name	Description
<b>Application Card</b>	
<b>Type</b>	Displays the type of trade finance application that is Letter of Credit or Bill Guarantee.
<b>Party Name</b>	Displays the party name of the applicant.
<b>Application Reference Number</b>	Displays the application reference number as generated by the bank at the time the application was submitted.
<b>Status</b>	Displays the current application's progress as submitted.
<b>Amount</b>	Displays the amount for the Letter of Credit or Bill Guarantee is applied for.
<b>Submitted On</b>	Displays the date and time on which the application was submitted.

## View Submitted Application Details

futura bank

Viewer
ATM & Branch Locator
English

Welcome, obdx checker
Last login: 20 Jun 04:40 PM

### Initiate LC

Application No. FK2ILC000006872 <span style="float: right; color: #0070C0; font-weight: bold;">Contract</span>	Amount GBP111.00	Created on 05 May 2021 12:00 AM
---	---------------------	------------------------------------

#### LC Details

<p><b>80</b> Applicant Address Country</p> <p><b>31D</b> Date of Expiry 2021-12-10T00:00:00</p> <p><b>31B</b> LC Amount GBP 111</p> <p><b>39A</b> LC Amount Tolerance Under (%) 10 Total Exposure GBP 1221</p> <p>camel</p> <p><b>41A</b> Credit Available By Negotiation Credit Available With</p>	<p><b>40A</b> Type of Documentary Credit Non Transferable LC Type Sight Revolving Non Revolving Product</p> <p><b>50</b> Name Beneficiary Name benefMaker15 Address adid adid2 adid5 Country</p> <p><b>39C</b> Additional Amount Covered</p> <p><b>42P</b> Negotiation/Deferred Payment Details 12% <b>42C</b> Drafts At Sight</p>
---	--

#### Goods & Shipment

<p><b>43P</b> Partial Shipment Not Allowed</p> <p><b>44A</b> Place of Taking in Charge/Dispatch from asdf</p> <p><b>44F</b> Port of Discharge/Airport of Destination asdf</p> <p><b>44C/44D</b> Shipment Date</p>	<p><b>43T</b> Transshipment Allowed</p> <p><b>44E</b> Port of Loading/Airport of Departure asdf</p> <p><b>44B</b> Place of Final Destination/For Transportation asdf</p> <p>Latest Shipment Date 2021-12-09T00:00:00</p>
---	--

Goods	Description of Goods	Units	Price Per Unit
No data to display.			

#### Documents

Select Documents  
Documents to be presented within/beyond days after the date of shipment but within validity of this credit

11	Incoterms Cost and Freight (named destination port)
----	--

#### Linkages

Sr No	Linked Amount	Linked Amount In Transactional Currency
-------	---------------	---

No data to display.  
Currently, there are no deposits linked to this contract.

#### Instructions

<p><b>Advising Bank SWIFT ID</b> CITGBZL555 SCOT BANK CITGBZL555 new tech park London</p> <p><b>40H</b> Special Payment Conditions for Bank Only</p>	<p><b>49G</b> Special Payment Conditions for Beneficiary</p> <p><b>40</b> Confirmation Instructions Without</p>
--	---

**Advising Through Bank SWIFT ID**

#### Insurance

Policy Number	Company Name	Country	Cover Date	Expiry Date	Amount
---------------	--------------	---------	------------	-------------	--------

No data to display.

#### Charges

Charges

Account No	Description of Charges	Amount
------------	------------------------	--------

Taxes

Account No	Description of Taxes	Amount
------------	----------------------	--------

No data to display.

#### Commissions

Account No	Commission for	Percentage	Amount
------------	----------------	------------	--------

No data to display.

#### Attachments

Currently no documents attached to this contract.

[Back](#)

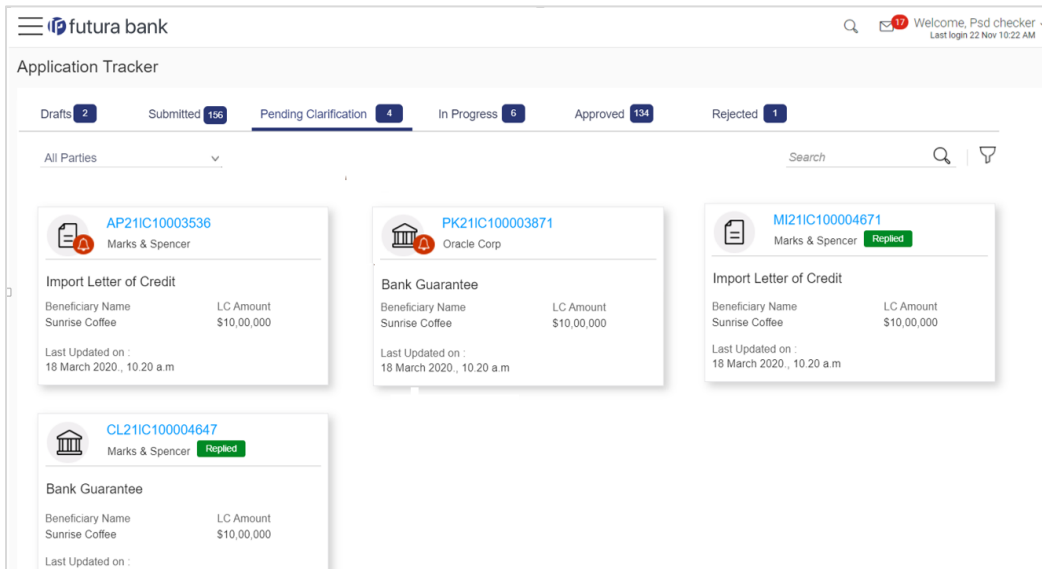
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- OR
- Click **"In Progress"** tab, it opens all the applications with **In Progress** status.
- b. Click on an application, the application submitted but not yet completed appears.
- OR
- Click **Cancel** to cancel the operation and to navigate back to 'Dashboard'.
- OR
- Click **Back** to navigate back to the previous screen.
- OR
- Click **"Approved"** tab, it opens all the applications with **Approved** status.
- OR
- Click **"Rejected"** tab, it opens all the applications with **Rejected** status.
- OR
- Click **Cancel** to cancel the operation and to navigate back to 'Dashboard'.
- OR
- Click **Back** to navigate back to the previous screen.

### 30.1.1 Pending Clarification

The Bank will request for an online clarification from the user and the user receives requests for clarification. The pending for clarification requests are displayed as card. The user can click the individual card to view the details.

#### Pending Clarification



#### Field Description

Field Name	Description
Application Card	

<b>Field Name</b>	<b>Description</b>
<b>Party Name</b>	The option to select the party.
<b>Pending Clarification Card</b>	The Pending Clarification card displays the name of the card along with the other details like party name, Product name, amount and last updated date.
<b>Application No</b>	The reference no using which application was saved.
<b>Party Name</b>	The name of the party.
<b>Transaction Name</b>	The name of the transaction for which clarification s required.
<b>Beneficiary Name</b>	The name of the beneficiary.
<b>Amount</b>	The LC/ BG amount.
<b>Last Updated On</b>	The latest updated date of the clarification.

1. Select and click the Pending Clarification card whose details you want to view. The **Pending Clarification** detailed screen appears.

## Pending Clarification – Details

The screenshot displays the 'Application Tracker' interface for 'Wayne Corp' with application ID '56788900'. The main application details are: Application No. TA529120223334 (status: Pending Clarification), Product: OBDX Import LC Sight Revolving, Amount: \$ 100000.00, and Updated on: 12 Dec 2018, 10.00 a.m.

A message from Futura Bank dated 18 March 2020, 10.20 a.m. states: 'While scrutinizing the application, following details are missing COMMERCIAL INVOICES, BILL OF LADING, CERTIFICATE OF ORIGIN AND PACKING LIST MUST INDICATE THE FOLLOWING'. The missing details listed are: A) LCAF NO, B) IRC NO, C) TAX IDENTIFICATION NO, D) BIN, and E) H.S. CODE.

A response window is open with the following text: 'Please use the details below COMMERCIAL INVOICES, BILL OF LADING, CERTIFICATE OF ORIGIN AND PACKING LIST MUST INDICATE THE FOLLOWING - NO8463856'. The details listed are: A) LCAF NO - 9430, B) IRC NO - TR75869, C) TAX IDENTIFICATION NO - TL87327, D) BIN - 67327, and E) H.S. CODE - 0000. There is an 'Attach Documents' button and 'Send' and 'Clear Text' buttons at the bottom of the response window.

Below the response window, a list of previous clarification requests is shown:
 

- CL1223349877: Few Corrections needed in the contract (12 March 2020, 02.20 p.m)
- CL122333890: Further Clarification regarding the insurance policy is required (12 March 2020, 02.20 p.m)

At the bottom, there are two buttons: 'Documents' (View / Download your documents) and 'Application Details' (View your application details). A 'Back' link is also present.

## Field Description

Field Name	Description
<b>Bank Message Window</b>	The window displays the banks message which requires clarification.
<b>Clarification Window</b>	The window in which the user writes its clarification. The user can also attach the supporting documents for clarification. Once the clarification has been provided, user will not be able to modify the clarification or provide further clarification until bank sends a revised clarification request.

Field Name	Description
<b>List of Clarifications</b>	The previous communication between the bank and the user appears as list. User can click and view the details.

2. In the **Clarification Window**, enter the clarification.
3. Click the **Attach Documents** icon to attach the supporting documents.
4. Click **Send** to send the clarification to the bank.  
OR  
Click **Clear Text** to clear the entered details.  
OR  
Click the previous clarification list to view the earlier communication.
5. Click on an application card, it opens the application details screen as 'submitted' by the customer.  
OR  
Click the **Documents (View/ Download Your Documents)** icon to view and download the documents that are submitted.  
OR  
Click the **Application Details (View Your Application)** icon to view your submitted application. Refer Initiate LC or Initiate Guarantee transactions for more details.  
OR  
Click **Close** to cancel the operation and to navigate back to 'Dashboard'.  
OR  
Click **Back** to navigate back to the previous screen.

## FAQs

**1. Can I see the changes which has been done by mid office to my initial application submitted through channel?**

User can only see the clarifications requested and provided and once the LC is issued, he can see the details using View LC.

**2. Can I change some part of my application, once submitted from channel?**

It can be done by calling bank directly and not from channel.

[Home](#)



## 31. Assignment of Proceeds

Using this option, user who is a beneficiary can assign the proceeds to assignee (third parties) which has to be received from the issuing or confirming bank.

The user can search an export LC against which he wants to assign the proceeds, he can verify the LC and view its summary of LC for reference. Post that he can provide the details of assignee such as name, address and account details and then add multiple assignees to a single Export LC with varying amount.

Once he submits the assignment, it proceeds to OBTFPM for entry in the contract.

The user can view the assignment done to the Export LC and have the facility to modify them until any bill has been booked/submitted. The user can also view and change the amount in the assignment details of all the bills under the export LC.

### Pre-Requisites

- User must have a valid corporate party Id and login credentials in place
- At least a single Outward Guarantee should exist for the party ID and party must having view rights for it

### How to reach here:

*Dashboard > Toggle menu > Trade Finance > Letter Of Credit > Export Letter of Credit > Assignee Management > Assignment of Proceeds*

### To assign the proceeds to assignee:

1. Navigate to the **Assignment of Proceeds** screen.

The screenshot displays the 'Assignment of Proceeds' interface. At the top, the user is logged in as 'Acme Corporation Checker' with a last login time of 17 May 9:33 PM. The main content area shows the company name 'GOODCARE PLC | \*\*\*044' and a search field for 'Lookup LC Reference No' with a dropdown menu currently showing 'Please Select' and a 'View' button. Below the search field is an 'Advanced Lookup' section containing 'Submit', 'Cancel', and 'Back' buttons. The footer of the page contains the copyright notice: 'Copyright © 2006, 2020, Oracle and/or its affiliates. All rights reserved. | Security Information | Terms and Conditions'.

## Field Description

Field Name	Description
<b>Lookup LC Reference Number</b>	The LC reference number.

## 31.1 View Assignment of Proceeds

User can search for an export LC against which he wants to assign the proceeds. After verifying the LC, he can see a summary of LC for reference.

### To search and view the LC:

1. From the **LoopUp Reference No.** field, select the appropriate LC reference number.
2. Click **View**. The summary of LC appears on the **Assignment of Proceeds** screen.  
OR  
Click the **Advanced Lookup** link. The **Advanced Lookup** overlay screen appears.

### Advanced Lookup

Advanced Lookup

LC Number

Beneficiary Name  
GOODCARE PLC X

Date of Expiry  
01 May 2021 10 May 2021

LC Amount Range  
All From To

Apply Cancel Reset

LC Number	Beneficiary Name	Issue Date	Date of Expiry	LC Status	LC Amount	Outstanding Amount
PK2ELCT19126B1T5	GOODCARE PLC	06 May 2019	03 May 2021	ACTIVE	GBP10,000.00	GBP10,000.00
PK2ELAT19126A8HL	GOODCARE PLC	06 May 2019	05 May 2021	ACTIVE	GBP11,200.00	GBP11,200.00

Page 1 of 1 (1-2 of 2 items) < 1 >

## Field Description

Field Name	Description
<b>Advanced Lookup</b>	
<b>LC Number</b>	The LC reference number.
<b>Beneficiary Name</b>	The beneficiary name who assigns the proceeds to assignee.
<b>Date of Expiry From -To</b>	The start date range and end date the LC gets expired.

Field Name	Description
<b>LC Amount Range From - To</b>	The LC amount range.

- Enter the search criteria and click **Apply**. The search result appears based on search criteria.  
 OR  
 Click **Cancel** to cancel the search.  
 OR  
 Click **Reset** to clear the search criteria

### Assignment of Proceeds - View

Viewer ATM/Branch English

futura bank Welcome, Acme Corporation Checker Last login 17 May 08:33 PM

#### Assignment of Proceeds

GOODCARE PLC | \*\*\*044

Lookup LC Reference No  
 PK2ELAC19126AXL1

Advanced Lookup

**LC Overview**

LC Number	PK2ELAC19126AXL1	Applicant	PREETHI5
Product Name	Export LC sight Non Revolving	Address	PKBANK31XXX
LC Amount	GBP200,000.00	Country	GB
Outstanding Amount	GBP200,000.00		

**Assignee Details**

Assignee Name	John Smith	Address	102, ABC Complex
Account Type	<input checked="" type="radio"/> Internal <input type="radio"/> Domestic <input type="radio"/> International		10 Luaren Street
Account Name	Samuel Smith	California	
Account Number	000067687878	Country	UNITED STATES
Assignee Amount in	<input checked="" type="radio"/> Value <input type="radio"/> Percentage	Confirm Account Number	000067687878
Assignee Amount	GBP1,000.00	Note	

Add Assignee

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### Field Description

Field Name	Description
<b>Lookup LC Reference Number</b>	The LC reference number.

### LC Overview

<b>Field Name</b>	<b>Description</b>
<b>LC Number</b>	The searched LC reference number.
<b>Product Name</b>	The name of the LC product.
<b>LC Amount</b>	Indicates the amount for the Letter of Credit along with the currency under which the LC is issued.
<b>Outstanding Amount</b>	
<b>Applicant</b>	Displays the LC applicant name based on the selected LC reference number.
<b>Address</b>	Displays the LC applicant address.
<b>Country</b>	Displays the country of the LC applicant.
<b>Assignee Details</b>	
<b>Assignee Name</b>	The name of the assignee to whom the proceeds is to be assigned.
<b>Address</b>	The address of the assignee.
<b>Country</b>	The country of the assignee.
<b>Account Type</b>	The account type of the assignee. The account types are: <ul style="list-style-type: none"> <li>• Internal</li> <li>• Domestic</li> <li>• International</li> </ul>
<b>Account Name</b>	The account name of the assignee.
<b>Account Number</b>	The account number of the assignee.
<b>Confirm Account Number</b>	Re-enter the account number to confirm.
<b>Assignee Amount in</b>	Specify the amount that needs to be proceeds to the assignee. The options are: <ul style="list-style-type: none"> <li>• Value</li> <li>• Percentage</li> </ul>
<b>Note</b>	The note if any.

## 31.2 Modify Assignee Details

### To modify the assignee details:

1. In the **Assignee Details** section, enter the name of the assignee in Assignee Name field.
2. In the **Address** field, enter the address of the assignee.
3. From the **Account Type** list, select the appropriate account type.
4. From the **Country** list in the Beneficiary section, select the appropriate country.
5. In the **Account Name** field, enter the account name of the assignee.
6. In the **Account Number** field, enter the account number of the account of the assignee.
7. Re-enter the account number in **Confirm Account Number** field, to confirm the account number.
8. In the **Assignee Amount in**, select the appropriate currency option to assign the amount.
9. In the **Assignee Amount**, enter the amount to be assigned.
10. In the **Note** field enter the remarks, if any.
11. Click **Save**. The assignee details got saved in **Assignee Details** section.
12. Click **Submit**.  
OR  
Click **Cancel** to cancel the transaction.  
OR  
Click **Back** to navigate back to previous screen.
13. The **Assignment of Proceeds – Review** screen appears. It displays all the sections with added assignee details. Verify the details, and click **Confirm**.  
OR  
Click **Cancel** to cancel the transaction.  
OR  
Click **Back** to navigate back to previous screen.
14. The success message appears. Click **Trade Finance Overview** to go to the Trade Dashboard screen.

[Home](#)

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## 32. Transfer Letter of Credit

Using this option, a corporate user can initiate transferring an Export Letter of Credit (LC) received from issuing bank to the second beneficiary.

User can search the required LC which has to be transferred and enter the details required for the application such as second beneficiary details etc. and then submit the application to OBTFPM. Once submitted, the application can be tracked under app tracker and will follow bidirectional flow.

### Pre-Requisites

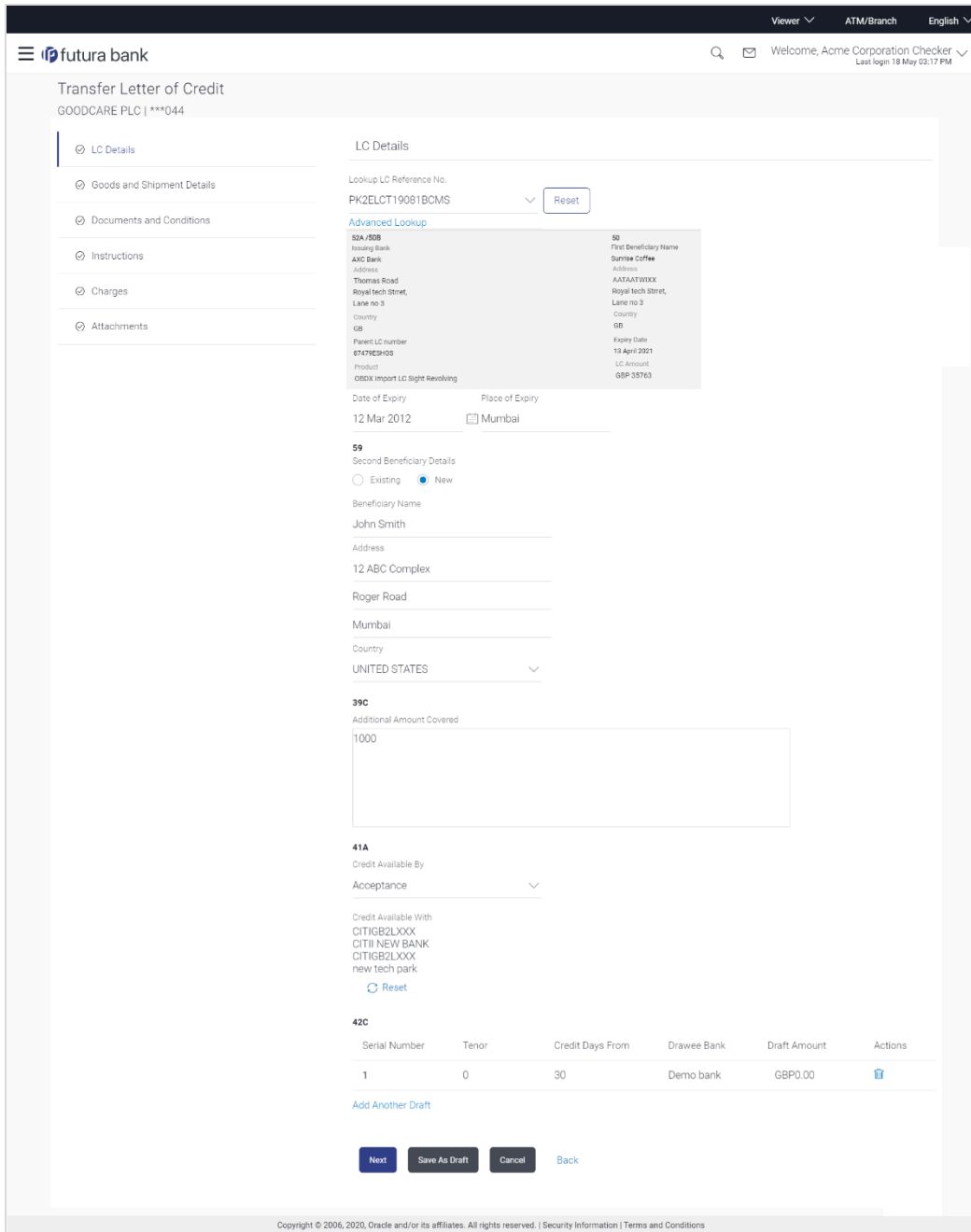
User must be having a valid corporate login credentials to get into the system. This will be under a maker – approver system, or as per user's access. User must be having a sanctioned limit /credit available for his perusal.

### How to reach here:

*Dashboard > Toggle menu > Trade Finance > Letter Of Credit > Export Letter of Credit > Initiate Transfer LC*

### To initiate the Transfer LC:

1. Navigate to the **Transfer Letter of Credit** screen. The screen by default lands to the LC Details tab.



**Field Description**

**Field Name**

**Description**

**Lookup LC Reference Number**

Displays the option to lookup the Export LC by using various search parameters.

**Applicant and First Beneficiary Details**

Below details appear if you select Lookup LC Reference Number and click View button.


Field Name	Description
<b>Issuing Bank</b>	The name of the issuing bank.
<b>Address</b>	The address of the issuing bank.
<b>Country</b>	The country of the issuing bank.
<b>Address</b>	The address of the LC beneficiary.
<b>Country</b>	The country of the LC beneficiary.
<b>Parent LC Number</b>	The parent LC number.
<b>Product</b>	The LC product.
<b>Beneficiary Name</b>	The name of the first LC beneficiary.
<b>Address</b>	The address of the first LC beneficiary.
<b>Country</b>	The country of the first LC beneficiary.
<b>Expiry Date</b>	The expiry date of the LC. The expiry date must be later than the application date.
<b>LC Amount</b>	The currency under which the LC can be issued. Indicates the amount for the Letter of Credit.
<b>Date of Expiry</b>	The expiry date of the LC. The expiry date must be later than the application date.
<b>Place of Expiry</b>	The place where LC would expire.
<b>Secondary Beneficiary Details</b>	The beneficiary type. The options are: <ul style="list-style-type: none"> <li>• Existing</li> <li>• New</li> </ul>
<b>Beneficiary Name</b>	The name of the LC beneficiary. This field allows the user to select the beneficiary name from drop-down, if <b>Existing</b> option is selected in the Beneficiary Details field. This field allows the user to enter the beneficiary name if <b>New</b> option is selected in the Beneficiary Details field.



Field Name	Description
<b>Address</b>	The address of the LC beneficiary. This field is enabled to enter the address details, if <b>New</b> option is selected in the Beneficiary Details field.
<b>Country</b>	The country of the LC beneficiary. This field is enabled to select the country name, if <b>New</b> option is selected in the Beneficiary Details field.
<b>Additional Amounts Covered</b>	This field specifies any additional amounts available to the beneficiary under the terms of the credit, such as insurance, freight, interest, etc.
<b>Credit Available By</b>	Indicates the manner in which credit is available when the bank is authorized to pay, accept, negotiate or incur a deferred payment undertaking for the credit. The options are: <ul style="list-style-type: none"> <li>• Acceptance</li> <li>• Deferred Payment</li> <li>• Mixed Payment</li> <li>• Negotiation</li> <li>• Sight Payment</li> </ul>
<b>Negotiation/ Deferred Payment Details</b>	Indicates the details of Negotiation/ Deferred Payment. This field is enabled if the <b>Negotiation/ Deferred Payment</b> option is selected in the <b>Credit Available By</b> field.
<b>Mixed Payment Details</b>	Indicates the details of mixed payment. This field is enabled if the <b>Mixed Payment</b> option is selected in the <b>Credit Available By</b> field.
<b>Credit Available With</b>	Indicates the details of Bank where credit would become available. It is captured by Bank's SWIFT code. The options are: <ul style="list-style-type: none"> <li>• SWIFT Code</li> <li>• Bank Address</li> </ul>
<b>Lookup SWIFT Code</b>	Select the SWIFT code of the issuing bank. This field is enabled if the <b>SWIFT Code</b> option is selected in the <b>Credit Available With</b> field.

**SWIFT code Look up**

The following fields appear on a pop up window if the **Lookup SWIFT Code** link is clicked.

Field Name	Description
<b>Swift Code</b>	The facility to lookup bank details based on SWIFT code.
<b>Bank Name</b>	The facility to search for the SWIFT code based on the bank name.
<b>Country</b>	The facility to search for the SWIFT code based on the country.
<b>City</b>	The facility to search for the SWIFT code based on city.
<b>SWIFT Code Lookup - Search Result</b>	
<b>Bank Name</b>	The names of banks as fetched on the basis of the search criteria specified.
<b>Address</b>	The complete address of each bank as fetched on the basis of the search criteria specified.
<b>SWIFT Code</b>	The list of SWIFT codes as fetched on the basis of the search criteria specified.
<b>Bank Details</b>	Name and Address of the bank where credit would be available. This field is enabled if the <b>Bank Address</b> option is selected in the <b>Credit Available With</b> field.
<b>Drafts section</b>	
<hr/> <p><b>Note:</b> Click  to remove any draft added earlier to the LC application. Click <b>Add Another Draft</b> to add new draft.</p> <hr/>	
<b>Serial Number</b>	The serial number of drafts to be drawn under the documentary credit.
<b>Tenor (In Days)</b>	The tenor of drafts to be drawn under the documentary credit.
<b>Credit Days From</b>	The date from which the draft tenor is to be counted. Indicates the date type from which the draft tenor is to be counted. The options are: <ul style="list-style-type: none"> <li>• Invoice Date</li> <li>• B/L Date</li> <li>• Others</li> </ul>
<b>Drawee Bank</b>	The drawee bank of the LC.
<b>Draft Amount</b>	The various drafts amount for the LC application.

Field Name	Description
------------	-------------

**Action**

Click  to delete the record.

**To search and view the LC:**

1. From the **LoopUp Reference No.** field, select the appropriate LC reference number.
2. Click **View**. The summary of LC appears on the **Transfer Letter of Credit** screen.  
OR  
Click the **Advanced Lookup** link. The **Advanced Lookup** overlay screen appears.

**Advanced Lookup**

**Field Description**

Field Name	Description
------------	-------------

**Advanced Lookup**

**LC Number** The LC reference number.


**Beneficiary Name** The beneficiary name who assigns the proceeds to assignee.

**Date of Expiry From -To** The start date range and end date the LC gets expired.

**LC Amount Range From - To** The LC amount range.

Field Name	Description
<b>Search Results</b>	
<b>LC Number</b>	The LC reference number.
<b>Beneficiary Name</b>	The beneficiary name who assigns the proceeds to assignee.
<b>Issue Date</b>	The issue date of LC.
<b>Date of Expiry</b>	The start date range and end date the LC gets expired.
<b>LC Status</b>	The status of the LC.
<b>LC Amount</b>	The LC amount.
<b>Outstanding Amount</b>	This field specifies any outstanding amount available along with the currency.

- a. Enter the search criteria and click **Apply**. The search result appears based on search criteria.  
OR  
Click **Cancel** to cancel the search.  
OR  
Click **Reset** to clear the search criteria
3. In the **Date of Expiry** field, select the expiry date of the LC.
4. In the **Place of Expiry** field, enter the place of LC expiry.
5. In the **Secondary Beneficiary Details** field, select the appropriate option.
  - a. If you select **Existing** option:
    - i. From the **Beneficiary Name** list, select the appropriate option.
  - b. If you enable **New** option:
    - i. In the **Beneficiary Name**, enter the name of the LC beneficiary.
    - ii. In the **Address** field in the Beneficiary section, enter the address of the LC beneficiary.
    - iii. From the **Country** list in the Beneficiary section, select the appropriate country.
6. In the **Additional Amounts Covered** field, enter the amount details.
7. From the **Credit Available By** list, select the appropriate option.
8. In the **Credit Available With** field:
  - a. If you select **SWIFT Code** option,
    - i. In the **SWIFT code** field, enter the SWIFT code or select it from the lookup.
    - ii. Click **Verify** to fetch bank details based on Bank Code (BIC).
  - b. If you select **Bank Address** option:
    - i. In the **Bank Name** field, enter the name of the issuing bank.

- ii. In the **Address** field, enter the address of the issuing bank.
9. Click the **Add Another Draft** link to add new draft details if required.  
OR  
Click  to remove already added draft.  
OR  
Click **Continue** to save the details entered and proceeds to next level of details.
  - a. If you click **Add Another Draft**;
    - i. In the **Tenor** field, enter the appropriate value.
    - ii. From the **Credit Days From** list, select the appropriate option.
    - iii. In the **Drawee Bank** field, enter the bank name.
    - iv. In the **Draft Amount** field, enter the appropriate value.
10. Click **Next** or click the **Goods and Shipment Details** tab.  
The **Goods and Shipment Details** tab appears in the **Letter of Credit Initiation** screen.  
OR  
Click **Save As Draft**, system allows transaction details to be saved as a template or draft.  
(For more details, refer [Save As Template](#) or [Save As Draft](#) sections.)  
OR  
Click **Back** to go back to previous screen.  
OR  
Click **Cancel** to cancel the transaction. The **Dashboard** appears.
11. Click **Letter of Credit Initiation - Shipment Details** tab.

### **32.1.1 Letter of Credit Initiation - Goods and Shipment Details tab**

This tab captures the shipment details of the LC transfer application process.

## Letter of Credit Initiation - Goods and Shipment Details tab

Transfer Letter of Credit  
GOODCARE PLC | \*\*\*044

LC Details

Goods and Shipment Details

43P  
Partial Shipment  
Allowed

43T  
Trans-shipment  
Not Allowed

44A  
Place of Taking in Charge/Dispatch from  
Mumbai

44E  
Port of Loading/Airport of Departure  
Mumbai

44F  
Port of Discharge/Airport of Destination  
London

44B  
Place of Final Destination/For Transportation  
London

44C / 44D  
Shipment  
 Date  Period  
31 May 2021

Goods	Goods Description	Quantity	Cost/Unit	Gross Amount
1 MEDICAL	stock of medical supplies in the next 90 days	1000	100	100000

+ Add Goods

Next Save As Draft Cancel Back

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## Field Description

Field Name	Description
------------	-------------

<b>Partial Shipment</b>	Indicates whether partial shipments are allowed under the LC.
-------------------------	---

The options are:


- Allowed - Allowed under the documentary credit
- Not Allowed - Not allowed under the documentary credit
- Conditional - Conditional based on conditions specified elsewhere in the message

<b>Field Name</b>	<b>Description</b>
<b>Trans-shipment</b>	Indicates whether trans-shipments are allowed under the LC. The options are: <ul style="list-style-type: none"> <li>• Allowed - Allowed under the documentary credit</li> <li>• Not Allowed - Not allowed under the documentary credit</li> <li>• Conditional - Conditional based on conditions specified elsewhere in the message</li> </ul>
<b>Place of Taking in Charge/ Dispatch From</b>	The place of receipt from where shipment will be done.
<b>Port of Loading/ Airport of Departure</b>	The port of loading or airport of departure to be indicated on the transport document.
<b>Port of Discharge/ Airport of Destination</b>	The port of discharge or airport of destination to be indicated on the transport document.
<b>Place of Final Destination/ For Transportation</b>	The place of dispatch or taking in charge of the goods or loading on board.
<b>Shipment Period</b>	The period of shipment during which the goods are to be loaded on board /dispatched /taken in charge.
<b>Shipment Date</b>	The latest date for shipment loading goods on board/ dispatch/ taking in charge. The Latest Date for Shipment should not be later than the LC Expiry Date.
<b>Note:</b> It is mandatory to enter the values either in the <b>Latest Shipment Date</b> or <b>Shipment Period</b> field.	

**Goods**

Section to add or remove the goods traded under the LC.

<b>Sr No</b>	Serial Number.
<b>Goods</b>	The type of good being shipped has to be chosen.
<b>Description</b>	The description about the goods.
<b>Quantity</b>	The quantity of goods.
<b>Cost/Unit</b>	The number of units of the good covered under the LC.

Field Name	Description
<b>Gross Amount</b>	The gross amount under the LC.
	<p>12. From the <b>Partial Shipment</b> list, select the appropriate option.</p> <p>13. From the <b>Trans-shipment</b> list, select the appropriate option.</p> <p>14. In the <b>Place of Taking in Charge/ Dispatch From</b> field, enter the name of the place where the goods are to be received.</p> <p>15. In the <b>Port of Loading/ Airport of Departure</b> field, enter the name of the place for delivery of goods.</p> <p>16. In the <b>Port of Loading</b> field, enter the port of dispatch or taking in charge of the goods or loading on board.</p> <p>17. In the <b>Port of Discharge/ Airport of Destination</b> field, enter the port of discharge of the goods.</p> <p>18. In the <b>Place of Final Destination/ For Transportation</b> field, enter the place of dispatch of the goods.</p> <p>19. In the <b>Shipment Date</b> field, enter the latest shipment date for loading goods on board/ dispatch/ taking in charge. OR In the <b>Shipment Period</b> field, enter the period of shipment during which the goods are to be loaded on board.</p> <p>20. In the <b>Goods</b> section,</p> <p>21. From the <b>Goods</b> list, select the goods being shipped.</p> <p>a. In the <b>Description of Goods</b> field, enter the description of the goods traded under the LC.</p> <p>b. In the <b>Quantity</b> field, enter the number of units of the goods traded under the LC.</p> <p>c. In the <b>Cost/Unit</b> field, enter the price per unit of the goods traded under the LC.</p> <p>d. In the <b>Gross Amount</b> field, enter the gross amount traded under the LC.</p> <p>e. Click <b>Add Goods</b> to add new good if required. OR Click  to remove goods that are already added. OR</p> <p>22. Click <b>Next</b> to save the entered details and proceed to the next level. OR Click <b>Save As Draft</b>, system allows transaction details to be saved as a template or draft. (For more details, refer <a href="#">Save As Draft</a> sections.) OR Click the <b>Documents and Conditions</b> tab. OR Click <b>Back</b> to go back to previous screen. OR Click <b>Cancel</b> to cancel the transaction. The <b>Dashboard</b> appears.</p> <p>23. Click <b>Letter of Credit Initiation - Documents and Conditions</b> tab.</p>



### 32.1.2 Letter of Credit Initiation - Documents and Conditions tab

This tab includes the INCO terms (International Commercial Terms) and required document details along with the clauses list related to the documents. . The document list on this tab are populated based on the default LC product(s) mapped. It also provides an option to add a additional conditions in which corporate user can enter the details to have a clause customized to his/her requirement.

#### Letter of Credit Initiation - Documents and Conditions tab

#### Field Description

Field Name	Description
------------	-------------

#### Select Documents

Documents list have the list of documents with check boxes to choose along with the number of original or copies submitted and clauses they cater too.

#### Checkbox

Displays the documents that you have selected from the list.

The selected documents are to be a part of the initiated LC. It needs to be checked in order to select it.

#### Name of Document

Name of the document to be sent along with the LC.

#### Original

The required number of original documents required for the selected document.

It is provided as **m/n**, where **m** out of **n** available documents would be submitted to bank.

#### Number of Copies

The required number of copies required for the selected document.

<b>Field Name</b>	<b>Description</b>
<b>Clause</b>	The clauses maintained in the bank application for each of the document. A document can have multiple clauses.
<b>View Clause</b>	The link to view the clause maintained in the bank application for each of the document or to modify as per needs.
<b>View Clause</b>	<p>This section appears if you select a document and click the <b>View Clause</b> link. In this section a user can view already maintained clause or can modify them as per his needs. User can select the pre-maintained clause using the identifiers under each clause.</p> <p>In a blank clause, corporate user can enter the details to have a clause customized to his/her requirement.</p>
<b>Selected</b>	<p>The clauses that you have selected from the <b>Clause List</b>.</p> <p>The selected clauses related documents are to be attached to the selected document.</p>
<b>Clause</b>	The name of the clause.
<b>Clause Description</b>	The description and number of the selected clause.
<b>Additional Conditions</b>	
<b>Condition Code</b>	The additional condition code of the documentary credit.
<b>Identifier</b>	The maintained identifier of the conditions of the documentary credit.
<b>Description</b>	The description of further conditions of the documentary credit.
<b>Reference</b>	<p>This section appears if you select a document and click the <b>Refer Codes and Description</b> link.</p>
<b>Name of Condition</b>	The name of the condition of the documentary credit.
<b>Description of Condition</b>	The description of the documentary credit.
<b>Documents to be presented within /beyond days after the date of shipment but within validity of this credit</b>	<p>The number of days after the date of shipment when the documents will be presented to bank.</p> <hr/> <p>Note: On adding these days to the date of application, it should be within validity period.</p> <hr/>

Field Name	Description
<b>Incoterm</b>	Indicates the INCO terms for the LC application.

24. Select the **Document List** check box to choose the number of original or copies submitted and clauses.  
In the **Document List** section, select the required document to be a part of the Initiated LC.
25. In the Original field, enter the number of originals required for the selected document.
26. In the **Number of Copies** field, enter the number of copies required for the selected document.
27. In the **Clauses** section, list of clauses for each document will be listed and a checkbox is available against various clauses, user can choose amongst various clauses. Select the required clauses for each selected document and click the **View/ Edit Clauses** link. The **View Clause overlay** screen appears, if the clause is already maintained.

### View Clause

Clause	Identifier	Description
INVCOM	Please Select	Invoice of shipment

Add Clause

Submit Reset

- a. From the **Clause** list, select the appropriate clause.
  - b. From the **Identifier** list, select the identifiers maintained under the clause.
  - c. In the **Clause Description** field, view and modify the description of the clause, if required.
  - d. Click **Submit**. The clause description are saved.  
OR  
Click **Reset** to reset and discard the changes.  
OR  
Click the **Add Clause** link to add a new clause.
28. Click **Add Document** link to add more document details.
  29. In the Additional Conditions section, select the code from the Condition Code list. The description mapped to the condition code appears in the Description field. You can also edit the description as required.
  30. From the Identifier list, select the appropriate option.
  31. Click Refer Codes and Description link to view the list of codes and their descriptions.

32. In the **Documents to be presented within/ beyond days after the date of shipment but within validity of this credit** field, enter the number of days.
33. From the **Incoterm** list, select the appropriate option.
34. Click **Next** to save the entered details and proceed to the next level.  
OR  
Click **Save As Draft**, system allows transaction details to be saved as a template or draft. (For more details, refer **Save As Template** or **Save As Draft** sections.)  
OR  
Click the **Instructions** tab.  
OR  
Click **Back** to go back to previous screen.  
OR  
Click **Cancel** to cancel the transaction. The **Dashboard** appears
35. Click **Letter of Credit Initiation - Instructions** tab.

### **32.1.3 Letter of Credit Initiation - Instructions tab**

This tab includes the miscellaneous information such as Advising Bank SWIFT ID, Charges Borne By, and Instructions to the bank (not forming part of LC).

### Letter of Credit Initiation - Instructions tab

Viewer ATM/Branch English

futura bank Welcome, Acme Corporation Checker  
Last login 02 Jun 12:49 PM

#### Documents & Conditions

GOODCARE PLC | \*\*\*044

- LG Details
- Goods and Shipment Details
- Documents and Conditions
- ⊙ Instructions
- ⊙ Charges
- ⊙ Attachments

#### Instructions

Advising Bank

Swift Code  Name and Address

CITIGB2LRRR

[Lookup SWIFT Code](#)

**49G**  
Special Payment Conditions for Beneficiary  
Payment Condition 1

**49H**  
Special Payment Conditions for Bank Only  
Payment condition for bank 1

**49**  
Confirmation Instructions  
 Confirm  May Confirm  Without

**58A**  
Requested Confirmation Party  
Advise Through Bank

Requested Confirmation Party Description  
CITIGB2LXXX  
CITII NEW BANK  
CITIGB2LXXX  
new tech park  
[Reset](#)

**78**  
Instructions to the Paying/Accepting/Negotiating Bank  
Instructions 1

**72Z**  
Sender to Receiver Information

**71D**  
Charges

Instructions to the Bank: Not forming part of LC

[Back](#)

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**Field Description**

<b>Field Name</b>	<b>Description</b>
<b>Advising Bank</b>	The option to select the mode of advising bank. The options are: <ul style="list-style-type: none"> <li>• SWIFT Code</li> <li>• Name and Address</li> </ul>
<b>Lookup SWIFT Code</b>	Search and select the SWIFT code of the advising bank, available in the application. This field is enabled if the <b>SWIFT Code</b> option is selected in the <b>Advising Bank</b> field.
<b>SWIFT code Look up</b>	
The following fields appear on a pop up window if the <b>Lookup SWIFT Code</b> link is clicked.	
<b>Swift Code</b>	The facility to lookup bank details based on SWIFT code.
<b>Bank Name</b>	The facility to search for the SWIFT code based on the bank name.
<b>Country</b>	The facility to search for the SWIFT code based on the country.
<b>City</b>	The facility to search for the SWIFT code based on city.
<b>SWIFT Code Lookup - Search Result</b>	
<b>Bank Name</b>	The names of banks as fetched on the basis of the search criteria specified.
<b>Address</b>	The complete address of each bank as fetched on the basis of the search criteria specified.
<b>SWIFT Code</b>	The list of SWIFT codes as fetched on the basis of the search criteria specified.
<b>Name and Address</b>	Name and address of the advising bank. This field is enabled if the <b>Name and Address</b> option is selected in the <b>Advising Bank</b> field.
<b>Bank Name</b>	Enter the name of the advising bank.
<b>Bank address</b>	Enter the complete address of the advising bank.
<b>Special Payment Conditions for Beneficiary</b>	User can input special payment conditions applicable to the beneficiary, for example, post financing request/ conditions.

Field Name	Description
<b>Special Payment Conditions for Bank Only</b>	User can input special payment conditions applicable to bank without disclosure to the beneficiary, for example, post-financing request /conditions.
<b>Confirmation Instruction</b>	<p>The confirmation instructions for the requested confirmation party.</p> <p>The options are:</p> <ul style="list-style-type: none"> <li>• May Confirm - The requested confirmation party may add its confirmation to the credit</li> <li>• Confirm - The requested confirmation party is requested to confirm the credit</li> <li>• Without - No confirmation is requested</li> </ul>
<b>Requested Confirmation Party</b>	<p>Bank which is requested to add its confirmation or may add its confirmation.</p> <p>The options are:</p> <ul style="list-style-type: none"> <li>• Advising Bank</li> <li>• Advise Through Bank</li> <li>• Confirming Bank</li> </ul> <p>This field is enabled if the May Confirm or Confirm option is selected in the Confirmation Instruction list.</p>
<b>Confirming Bank</b>	<p>Indicates the confirming party is the Confirming bank.</p> <p>The options are:</p> <ul style="list-style-type: none"> <li>• Swift Code</li> <li>• Bank Address</li> </ul> <p>This field is enabled if the <b>Advise Through Bank</b> or <b>Confirming Bank</b> option is selected.</p>
<b>Swift Code</b>	<p>The Swift code of the confirming bank or Advise through Bank.</p> <p>This field is enabled if the <b>Swift Code</b> option is selected.</p>
<b>Bank Name</b>	<p>Name of the confirming bank or Advise through Bank.</p> <p>This field is enabled if the <b>Bank Address</b> option is selected.</p>
<b>Bank Address</b>	<p>Address of the confirming bank or Advise through Bank.</p> <p>This field is enabled if the <b>Bank Address</b> option is selected.</p>
<b>Sender to Receiver Information</b>	The additional information for the receiver.
<b>Charges</b>	Specify charges to be borne by the beneficiary.

36. In the **Advising Bank** field, select the appropriate option.
37. If you select **Swift Code** option, use the lookup and select the right swift code.  
OR  
If you select **Name and Address** option:
38. In the **Name** field, enter the name of the advising bank.
39. In the **Address (1-3)** field, enter the address of the advising bank
40. In the **Special Payment Conditions for Beneficiary** field, enter the special payment conditions applicable to beneficiary.
41. In the **Special Payment Conditions for Bank Only** field, enter the special payment conditions applicable to bank.
42. In the **Confirmation Instructions** field, select the appropriate option.
  - a. If you select **Confirm** or **May Confirm** option;  
From the **Requested Confirmation Party** list, select the appropriate option.
  - iii. In the **Requested Confirmation Party** list; if you select **Advise Through Bank** or **Confirming Bank** option:
  - iv. If you select **Swift Code** option, use the lookup and select the right swift code.  
OR  
If you select **Bank Address** option, enter the bank name and address.
43. In the **Sender to Receiver Information** field, enter the additional information for the receiver.
44. In the **Charges** field, enter the charges details.
45. Click **Next** to save the entered details and proceed to the next level.  
OR  
Click **Save As Draft**, system allows transaction details to be saved as a template or draft.  
(For more details, refer Save As Template or Save As Draft sections.)  
OR  
Click the **Attachments** tab.  
OR  
Click **Back** to go back to previous screen.  
OR  
Click **Cancel** to cancel the transaction. The **Dashboard** appears
46. Click the **Charges** tab.  
The **Attachments** tab appears in the **Letter of Credit Initiation** screen.



### 32.1.4 Letter of Credit Initiation – Charges , Commissions and Taxes Tab

This tab defaults the charges details, if charges, commissions and taxes are available under the product.

#### Charges, Commissions and Taxes

The screenshot shows the 'Initiate Letter of Credit' page for 'GOODCARE PLC | \*\*\*044'. The 'Charges' tab is selected in the sidebar. The main content area displays the following data:

Applicant Account for Charges: xxxxxxxxxxxx0017

Charges, Commissions & Taxes

Charges

Description of Charges	Amount
LC COURIER CHARGES IN BILLS	GBP500.00
COURIER CHARGES FOR LC ISSUE	GBP50.00
SWIFT CHARGES FOR LC ISSUE	GBP50.00
LC Charges receivables	GBP50.00

Taxes

Description of Taxes	Value Date	Transaction Date	Amount
LCTAX			GBP8.00
LCTAX1			GBP4.00
LCTAX2			GBP4.00

Commissions

Commission for	Percentage	Amount
LC issuance Commission (Commitment)-Non periodic	1.25	GBP1.12
LC issuance Commission (Commitment)-Non periodic	1.5	GBP50.00

Navigation buttons: Next, Save As Draft, Cancel, Back

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#### Field Description

Field Name	Description
------------	-------------

<b>Applicant Account for Charges</b>	The applicant charge account.
--------------------------------------	-------------------------------

#### Charges

<b>Description of Charges</b>	The description of the charges.
-------------------------------	---------------------------------

<b>Amount</b>	The amount that is maintained under the charge.
---------------	---

#### Taxes

Field Name	Description
<b>Description of Charges</b>	Displays the description charges applicable.
<b>Value Date</b>	Displays the value date of the taxes.
<b>Transaction Date</b>	Displays the date on which the transaction is done.
<b>Amount</b>	Displays the amount of taxes.
<b>Commissions</b>	
<b>Commissions for</b>	The commission component.
<b>Percentage</b>	The percentage of commission.
<b>Amount</b>	The commission amount.

47. Click **Next** to save the entered details and proceed to the next level.  
OR  
Click **Save As Draft**, system allows transaction details to be saved as a template or draft.  
(For more details, refer **Save As Template** or **Save As Draft** sections.)OR  
Click the **Charges** tab.  
OR  
Click **Back** to go back to previous screen.  
OR  
Click **Cancel** to cancel the transaction. The **Dashboard** appears
48. Click the **Attachments** tab. The Attachments tab appears in the **Letter of Credit Initiation** screen.

### 32.1.5 Letter of Credit Initiation - Attachments tab


Displays the list of documents presented to initiate the LC. The document list on this tab are populated based on the default LC product mapped.

**To Attach Documents:**


## Attachments tab - Upload Document

The screenshot shows the 'Attachments' tab in the futura bank system. The page title is 'Documents & Conditions' for 'GOODCARE PLC | \*\*\*044'. The left sidebar lists several options: LC Details, Goods and Shipment Details, Documents and Conditions (selected), Instructions, Charges, and Attachments. The main content area is titled 'LC Attachments' and features a file upload area with the text 'Drop files here or click here to Add Files' and a file icon. Below this, it states 'File size should not be more than 5 MB. Supported files: JPEG, PNG, DOC, PDF, TXT, ZIP. Multiple files can be uploaded at a time.' There are radio buttons for 'Save As Template' (Yes/No) and a checked checkbox for 'I accept the Terms & Conditions'. A 'Preview Draft Copy' button is also present. At the bottom, there are buttons for 'Submit', 'Save As Draft', 'Cancel', and 'Back'.

### Field Description

Field Name	Description
<b>Drop Files</b>	Click to browse and select the file to be uploaded or drag and drop the file to be uploaded.
<b>Document Name</b>	Displays the name of the attached documents. Displays the link to download the attached document.
<b>Document Category</b>	Displays the category of the document uploaded.
<b>Document Type</b>	Displays the type of the document uploaded.
<b>Remarks</b>	Displays the notes added, if any, for attaching the document.
	Click the icon to remove the attached document-
<b>Save as Template</b>	Options to save the transaction as template. The options are: <ul style="list-style-type: none"> <li>• Yes</li> <li>• No</li> </ul>

Field Name	Description
<b>Access Type</b>	Indicates the type of access for the template. The options are: <ul style="list-style-type: none"> <li>• Public</li> <li>• Private</li> </ul> This field is enabled if the <b>Yes</b> option is selected in Save as Template.
<b>Template Name</b>	The name using which template is stored and can be used in future.

49. Click **Drag and Drop** to browse and select the required document present on your computer.  
The **Attach Document** popup window appears.
50. Select the required document present on your computer to upload.
  - a. In the **Save as Template** field, select **Yes**, if you want to save the transaction as template.
  - b. If you select **Yes**,
    - iii. In the **Access Type** field, select the appropriate option.
    - iv. In the **Template Name** field, enter the name of the template.
51. Select the **Terms and Conditions** check box to accept the Terms and Conditions.
52. Click **Preview Draft Copy** to have a preview of draft.
53. Click **Submit**. The transaction is saved and the Letter of Credit Initiation – Review screen appears.  
OR  
Click **Save As Draft**, system allows transaction details to be saved as a template or draft. (For more details, refer Save As Template or Save As Draft section.)  
OR  
Click **Back** to go back to previous screen.  
OR  
Click **Cancel** to cancel the transaction, The **Dashboard** appears.
54. The review screen appears. It displays all the 4 sections with their respective fields namely Letter of Credit details, Shipment Details, Documents, Instructions, and Attachments with an option to edit them individually.  
Verify the details, and click **Confirm**.  
OR  
Click **Back** to go back to previous screen.  
OR  
Click **Cancel** to cancel the transaction. The **Dashboard** appears.
55. The success message initiation of LC creation appears along with the reference number.  
Click **OK** to complete the transaction.
56. Click  to remove the attached document.

[Home](#)

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## 33. Amend Transfer Letter of Credit

Using this option, a corporate user can amend the issued transfer Letter of Credit.

### Pre-Requisites


- User must have a valid login credentials
- User must have certain Export LCs received by his bank under his party ID.

### How to reach here:

*Dashboard > Toggle menu > Trade Finance > Letter Of Credit > Export Letter of Credit > Amend Transfer Letter of Credit*

### To initiate the Transfer LC:

1. Navigate to the **Amend Transfer Letter of Credit** screen. The screen by default lands to the LC Details tab.
2. From the **All Parties** list, select the appropriate option and click the Arrow icon. The **Amend Transfer Letter of Credit** screen appears with the search results. By Default the screen displays list of LC mapped with all the parties  
OR

Click  to filter based on the above criteria.

The screenshot shows the Futura Bank interface for amending a transfer letter of credit. The main area displays a table of LCs:

LC Number	Parent LC Number	Beneficiary Name	Issuance Date
PK1LCBC200110004	PK1LCBC200110003	NATIONAL FREIGHT CORP	11
PK1ELCT20011EW60	PK1ELCT20011EW6J	NATIONAL FREIGHT CORP	11
PK1ELCT20011EW71	PK1ELCT20011EW70	NATIONAL FREIGHT CORP	11
000GUAR200761502	000GUAR200761501	NATIONAL FREIGHT CORP	16

The filter dialog box on the right includes the following fields:

- Beneficiary Name:** John Smith
- LC Amount Range:** All (dropdown), 100 (start), 1000 (end)
- Issue Date:** 01 May 2021 (start), 19 May 2021 (end)
- Expiry Date:** 30 Jun 2021 (start), 31 May 2021 (end)

Buttons for 'Apply', 'Cancel', and 'Clear' are located at the bottom of the filter dialog.

## Field Description

Field Name	Description
<b>Beneficiary Name</b>	The name of the beneficiary.
<b>LC Amount From</b>	The start of the amount range used for searching the LC.
<b>LC Amount To</b>	The end of the amount range used for searching the LC.
<b>Issue Date From</b>	The start date of the issue date range used for searching the LC.
<b>Issue Date To</b>	The end date of the issue date range used for searching the LC.
<b>Expiry Date From</b>	The start date of the expiry date range used for searching the LC.
<b>Expiry Date To</b>	The end date of the expiry date range used for searching the LC.

3. Click the **Download** link to download all or selected columns in the Transfer LC details list. You can download the list in PDF format.

## View Amend Transfer Letter of Credit – Search Result

Amend Transfer Letter Of Credit  
GOODCARE PLC | \*\*\*044

List of Letter of Credits

All Parties → Search... Download

LC Number	Parent LC Number	Beneficiary Name	Issue Date	Date of Expiry	LC Amount
<a href="#">PK1LCBC200110004</a>	PK1LCBC200110003	NATIONAL FREIGHT CORP	11 Jan 2020	10 Apr 2020	GBP5,000.00
<a href="#">PK1ELCT20011EW60</a>	PK1ELCT20011EW6J	NATIONAL FREIGHT CORP	11 Jan 2020	10 Apr 2020	GBP5,000.00
<a href="#">PK1ELCT20011EW71</a>	PK1ELCT20011EW70	NATIONAL FREIGHT CORP	11 Jan 2020	10 Apr 2020	GBP6,000.00
<a href="#">000GUAR200761502</a>	000GUAR200761501	NATIONAL FREIGHT CORP	16 Mar 2020	14 Jun 2020	GBP5.00
<a href="#">PK1ELAC20011A2BK</a>	PK1ELAC20011A2BI	NATIONAL FREIGHT CORP	11 Jan 2020	10 Apr 2020	GBP1,500.00
<a href="#">PK1GUAD200119016</a>	PK1GUAD200119015	NATIONAL FREIGHT CORP	11 Jan 2020	10 Apr 2020	GBP20,000.00
<a href="#">PK1ELAC20011A2BR</a>	PK1ELAC20011A2BP	NATIONAL FREIGHT CORP	11 Jan 2020	10 Apr 2020	GBP1,500.00
<a href="#">PK2ELAC19081BMAP</a>	PK2ELAC19081BMAH	NATIONAL FREIGHT CORP	22 Mar 2019	20 Jun 2019	GBP1,000.00

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ⓘ All authorized and on hold transactions are listed here. Others will be listed once approved. Please contact the bank for details.

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## Field Description

Field Name	Description
<b>LC Number</b>	The LC number. Displays the link to details of the Transfer LC.
<b>Parent LC Number</b>	Displays the parent LC number of the Transfer LC.
<b>Beneficiary Name</b>	The name of the Transfer LC beneficiary.
<b>Issue Date</b>	The issue date of the Transfer LC.
<b>Date of Expiry</b>	The Transfer LC expiry date.
<b>LC Amount</b>	The Transfer LC amount.

- Click the required link in the **LC Number** column.  
The **Amend Transfer Letter of Credit** screen appears with the details of the selected LC.  
By default, the **LC Details** tab appears.
- Click **LC Details** tab.

### 33.1 LC Details

- Click **LC Details** tab.  
The **LC Details** tab appears in the **Amend Transfer Letter of Credit** screen.  
OR  
Click **Back**.

The **Amend Transfer Letter of Credit** screen appears.  
 OR  
 Click **Cancel** to cancel the transaction, The **Dashboard** appears.

## Amend Transfer Letter of Credit – LC Details

LC Reference No.	Parent LC Number	Product	Date of Issue
PK1ELCT20011EW60ACTIVE	PK1ELCT20011EW6J	Export LC for Transfer	11 Jan 2020

**LC Details**

**First Beneficiary Name**  
 FIXNETIX  
 PKBANK41XXX  
 Country: GB

**31D**  
 Date of Expiry: 10 Apr 2020  
 Place of Expiry: IN

**59**  
 Second Beneficiary Details  
 Existing  New  
 Beneficiary Name: MARKS2  
 Address: MARKUS2SXXX, new address, London  
 Country: US

**39C**  
 Additional Amount Covered: 4500

**41A**  
 Credit Available By: Acceptance

Credit Available With:  
 CITIGB2LXXX  
 CITII NEW BANK  
 CITIGB2LXXX  
 new tech park  
[Reset](#)

**42C**

Serial Number	Tenor	Credit Days From	Drawee Bank	Draft Amount	Actions
1	0	20	Demo bank	GBP0.00	

[Add Another Draft](#)

[Next](#) [Cancel](#) [Back](#)

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### Field Description

#### Field Name

#### Description

#### Party Name and ID

The name and ID of LC receiving party or beneficiary.

#### LC Reference No.

Displays the reference number of the LC.





Field Name	Description
<b>Parent LC Number</b>	Displays the parent LC number of the Transfer LC.
<b>Product</b>	The export LC product name under which the LC is created.
<b>Date of Issue</b>	The issue date of the Transfer LC.
<b>LC Details</b>	
<b>First Beneficiary Name</b>	The name of the first beneficiary of Transfer LC.
<b>Country</b>	Displays the country of the first beneficiary.
<b>Date of Expiry</b>	The date when the LC expires and holds no more valid.
<b>Place of Expiry</b>	Displays the place of LC expiry.
<b>Secondary Beneficiary Details</b>	The beneficiary type. The options are: <ul style="list-style-type: none"> <li>• Existing</li> <li>• New</li> </ul>
<b>Beneficiary Name</b>	The name of the LC beneficiary.  This field allows the user to select the beneficiary name from drop-down, if <b>Existing</b> option is selected in the Beneficiary Details field.  This field allows the user to enter the beneficiary name if <b>New</b> option is selected in the Beneficiary Details field.
<b>Address</b>	The address of the LC beneficiary.  This field is enabled to enter the address details, if <b>New</b> option is selected in the Beneficiary Details field.
<b>Country</b>	The country of the LC beneficiary.  This field is enabled to select the country name, if <b>New</b> option is selected in the Beneficiary Details field.
<b>Additional Amounts Covered</b>	This field specifies any additional amounts available to the beneficiary under the terms of the credit, such as insurance, freight, interest, etc.

Field Name	Description
<b>Credit Available By</b>	<p>Indicates the manner in which credit is available when the bank is authorized to pay, accept, negotiate or incur a deferred payment undertaking for the credit.</p> <p>The options are:</p> <ul style="list-style-type: none"> <li>• Acceptance</li> <li>• Deferred Payment</li> <li>• Mixed Payment</li> <li>• Negotiation</li> <li>• Sight Payment</li> </ul>
<b>Negotiation/ Deferred Payment Details</b>	<p>Indicates the details of Negotiation/ Deferred Payment.</p> <p>This field is enabled if the Negotiation/ Deferred Payment option is selected in the Credit Available By field.</p>
<b>Mixed Payment Details</b>	<p>Indicates the details of mixed payment.</p> <p>This field is enabled if the Mixed Payment option is selected in the Credit Available By field.</p>
<b>Credit Available With</b>	<p>Indicates the details of Bank where credit would become available. It is captured by Bank's SWIFT code.</p> <p>The options are:</p>
<b>Lookup SWIFT Code</b>	<p>Select the SWIFT code of the issuing bank.</p> <p>This field is enabled if the <b>SWIFT Code</b> option is selected in the <b>Credit Available With</b> field.</p>
<b>SWIFT code Look up</b>	<p>The following fields appear on a pop up window if the Lookup SWIFT Code link is clicked.</p>
<b>Swift Code</b>	The facility to lookup bank details based on SWIFT code.
<b>Bank Name</b>	The facility to search for the SWIFT code based on the bank name.
<b>Country</b>	The facility to search for the SWIFT code based on the country.
<b>City</b>	The facility to search for the SWIFT code based on city.
<b>SWIFT Code Lookup - Search Result</b>	
<b>Bank Name</b>	The names of banks as fetched on the basis of the search criteria specified.


Field Name	Description
<b>Address</b>	The complete address of each bank as fetched on the basis of the search criteria specified.
<b>SWIFT Code</b>	The list of SWIFT codes as fetched on the basis of the search criteria specified.
<b>Bank Details</b>	Name and Address of the bank where credit would be available.  This field is enabled if the <b>Bank Address</b> option is selected in the <b>Credit Available With</b> field.
<b>Drafts At</b>	The number of drafts available.

#### Drafts section

**Note:** Click  to remove any draft added earlier to the LC application. Click **Add Another Draft** to add new draft.

<b>Serial Number</b>	The serial number of drafts to be drawn under the documentary credit.
<b>Tenor (In Days)</b>	The tenor of drafts to be drawn under the documentary credit.
<b>Credit Days From</b>	The date from which the draft tenor is to be counted. Indicates the date type from which the draft tenor is to be counted.  The options are: <ul style="list-style-type: none"> <li>• Invoice Date</li> <li>• B/L Date</li> <li>• Others</li> </ul>
<b>Drawee Bank</b>	The drawee bank of the LC.
<b>Draft Amount</b>	The various drafts amount for the LC application.
<b>Action</b>	Click  to delete the record.

7. In the **Date of Expiry** field, select the expiry date of the LC.
8. In the **Place of Expiry** field, enter the place of LC expiry.
9. In the **Secondary Beneficiary Details** field, select the appropriate option.
  - a. If you select **Existing** option:
    - i. From the **Beneficiary Name** list, select the appropriate option.
  - b. If you enable **New** option:

- i. In the **Beneficiary Name**, enter the name of the LC beneficiary.
  - ii. In the **Address** field in the Beneficiary section, enter the address of the LC beneficiary.
  - iii. From the **Country** list in the Beneficiary section, select the appropriate country.
10. In the **Additional Amounts Covered** field, enter the amount details.
11. From the **Credit Available By** list, select the appropriate option.
12. In the **Credit Available With** field:
  - a. If you select **SWIFT Code** option,
    - i. In the **SWIFT code** field, enter the SWIFT code or select it from the lookup.
    - ii. Click **Verify** to fetch bank details based on Bank Code (BIC).
  - b. If you select **Bank Address** option:
    - i. In the **Bank Name** field, enter the name of the issuing bank.
    - ii. In the **Address** field, enter the address of the issuing bank.
13. Click the **Add Another Draft** link to add new draft details if required.  
OR  
 Click  to remove already added draft.  
OR  
 Click **Continue** to save the details entered and proceeds to next level of details.
  - a. If you click **Add Another Draft**;
    - i. In the **Tenor** field, enter the appropriate value.
    - ii. From the **Credit Days From** list, select the appropriate option.
    - iii. In the **Drawee Bank** field, enter the bank name.
    - iv. In the **Draft Amount** field, enter the appropriate value.
14. Click **Next** or click the **Goods and Shipment Details** tab.  
 The **Goods and Shipment Details** tab appears in the **Amend Transfer Letter of Credit** screen.  
 OR  
 Click **Save As Draft**, system allows transaction details to be saved as a template or draft.  
 (For more details, refer **Save As Template** or **Save As Draft** sections.)  
 OR  
 Click **Back** to go back to previous screen.  
 OR  
 Click **Cancel** to cancel the transaction. The **Dashboard** appears.
15. For Goods and Shipment Details, Document and Condition, Instructions and Charges details, refer Initiate Transfer Letter of Credit transaction