

Corporate Trade Finance User Manual
Oracle Banking Digital Experience
Patchset Release 21.1.2.0.0

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Corporate Trade Finance User Manual
August 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

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<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

NH	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	✓	✓

Sr No	Transaction / Function Name	Oracle Banking Trade Finance 14.5.0.0.0	Oracle Trade Finance Process Management 14.5.0.0.0*
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](#)

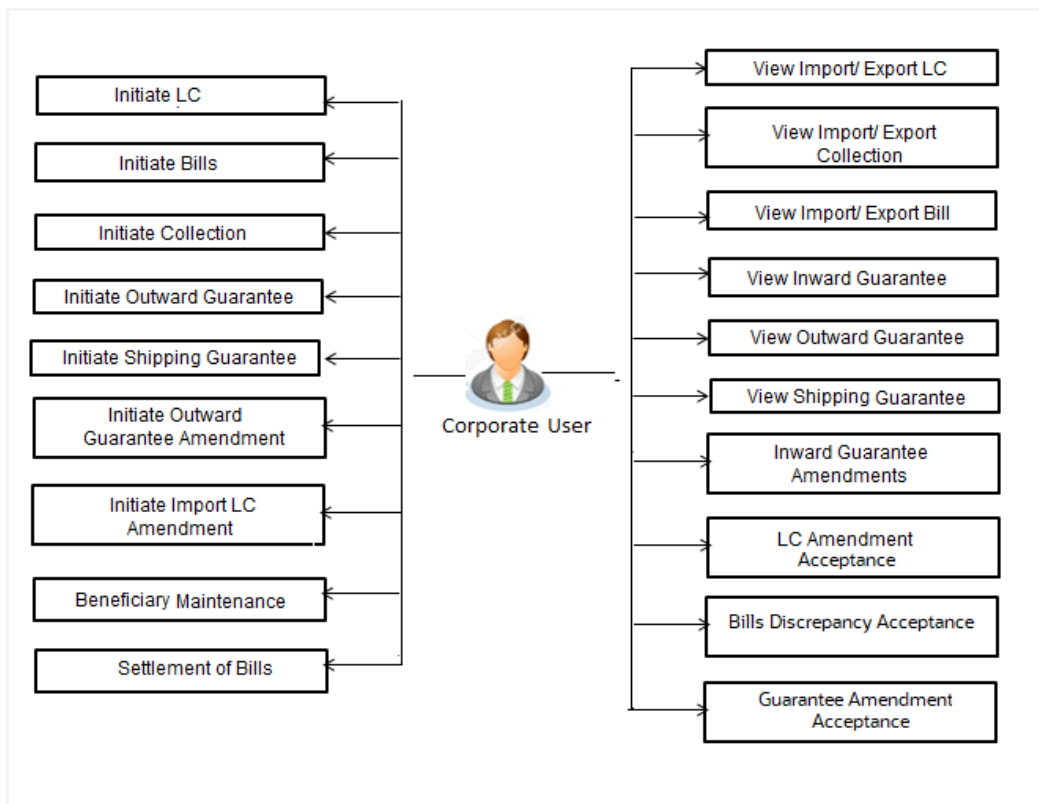
3. Trade Finance

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.

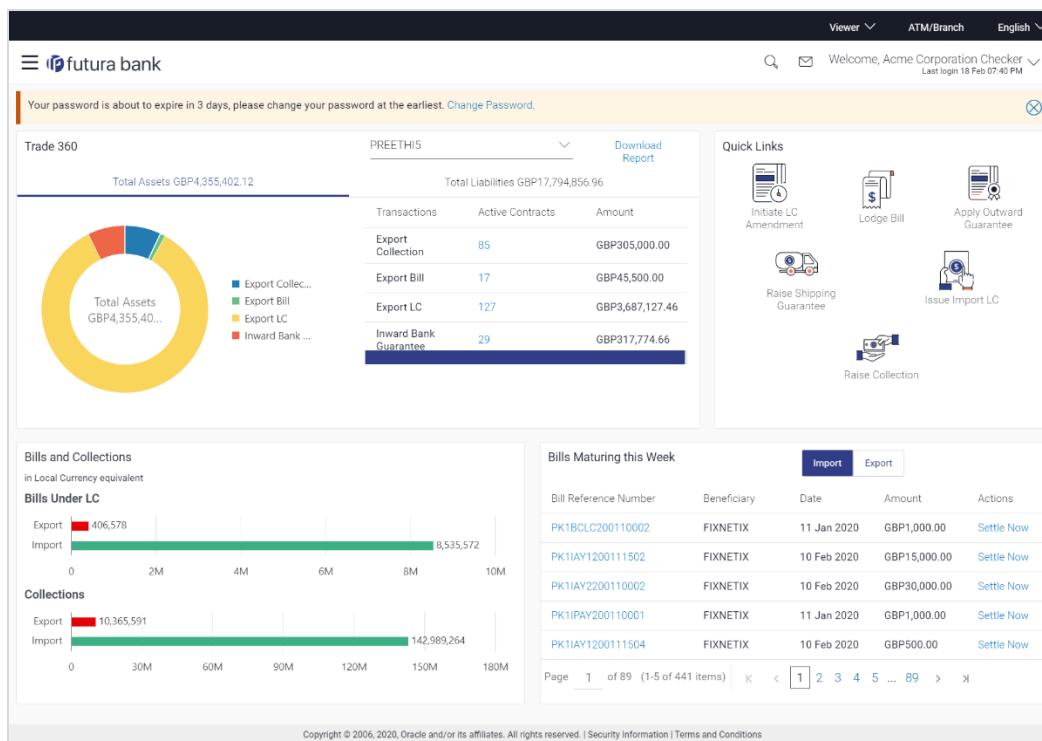
Below mentioned widgets are available in Trade Finance Overview:

- 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

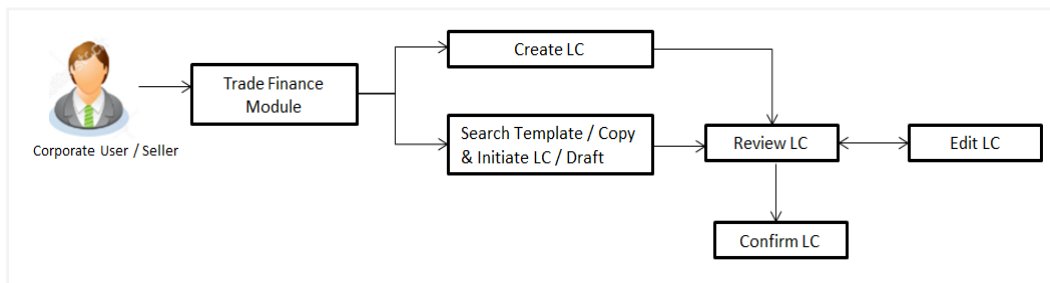
Using this option, you can initiate an Import Letter of Credit (LC) in the application. A Letter of Credit is a bank document which undertakes that the seller will receive payment against the stipulated documents, provided the terms and conditions have been satisfied.

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 includes the bank logo, user information (Welcome, corp checker), and navigation options. The main content area shows a list of templates with the following details:

Template Name	Updated on	Visibility	Beneficiary Name	Type	LC Amount	Draft At
Ritftf0mp6	20 Nov 2020	Public	Bankofgerm	Non Revolving	£88,000.00	
Ritftf0mp7	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

Page 1 of 1 (1-7 of 7 items)

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Field Description

Field Name	Description
Party Name	The name of the applicant is displayed.
Party ID	The party Id of the LC product is displayed in a masked format.
Search By	Enter the name of the LC template to search and view its details. Partial search is allowed.
Initiate Letter of Credit Template Card	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
Template Name	The name using which template is stored and can be used to initiate a LC application.
Updated On	The latest updated date of the template.
Access Type	The access type assigned to the LC, that is 'Private' or 'Public'.
Beneficiary Name	The beneficiary name against whom LC is to be created.
Type	The corresponding LC product type and as supported by Host.
LC Amount	The amount of LC.
Draft at	The LC draft type i.e. 'Sight' or 'Usance'.
Views	The user can select the view type. <ul style="list-style-type: none"> • Card • Tabular

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'. It features a navigation bar with 'Viewer', 'ATM/Branch', 'English', and 'OBTF14.4 PK2 Branch'. Below the navigation, 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 is a table titled 'Templates' with a search bar and view toggles. The table lists the following data:

Name	Beneficiary Name	Updated On	LC Amount	Drafts At	Type	Actions
All data template	Sunrise coffee	22 Aug 2020	£9,000.00	Usance	Revolving	
Test31	Sunrise coffee	15 Aug 2020	£0.00	Usance	Non Revolving	
Test3	Sunrise inc	04 Jul 2020	AED0.00	Usance	Non Revolving	
Test1 maker	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 search results for the LC templates. The search bar is visible above the table, and the table content remains the same.

Field Description


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

- In the **Search** field, enter the LC with its reference number.
- 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
000ILUN20076BKCO	Oracle Corp	£963,456.00	7/31/20

Field Description

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

- Click on the desired Reference Number link whose details to be copied. The **Initiate Letter of Credit** screen appears.
- 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.

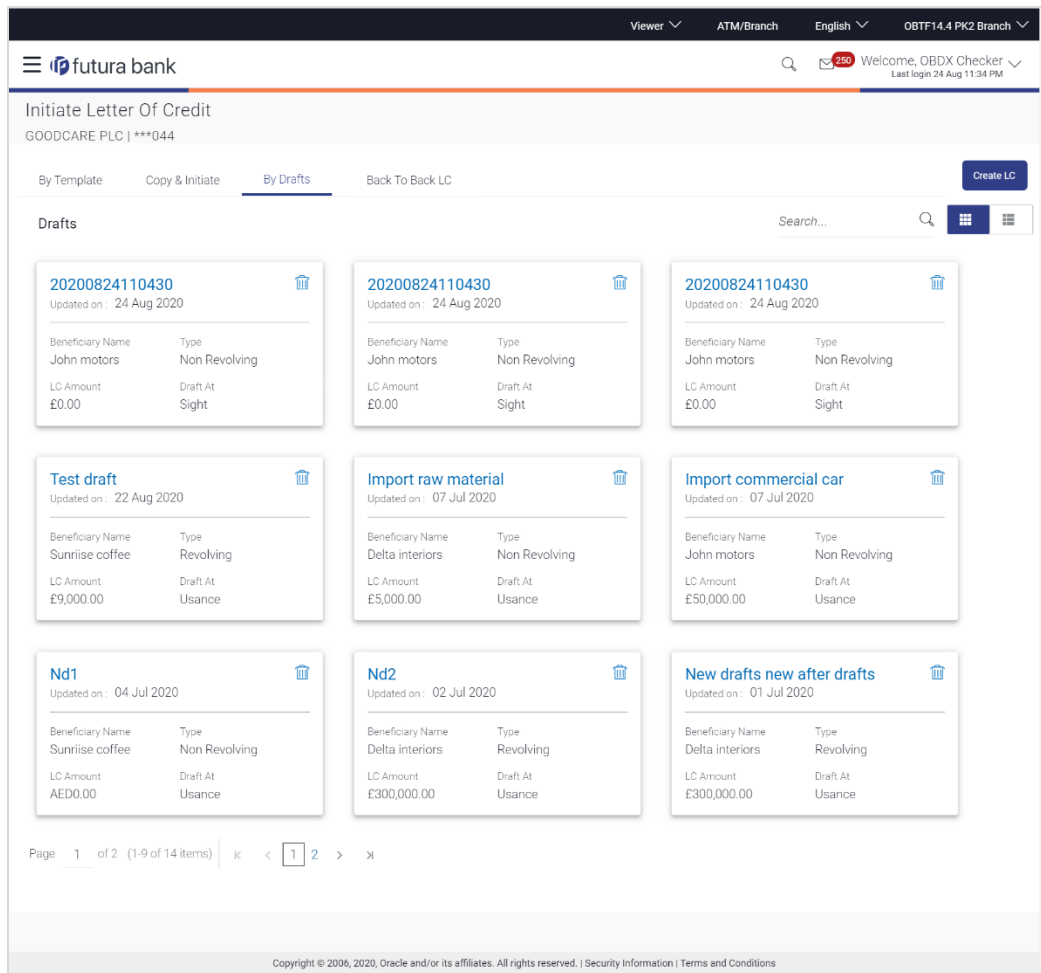
The summary of all the Initiated LC draft of a corporate are listed with basic information of each LC in a card form. User can choose to check the complete details of a specific draft template by clicking on a card. User can click the tabular icon to view the draft in tabular form.

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 'By Drafts' tab is selected. A search bar contains the text '20200824110430'. Below the search bar, there are 14 draft cards displayed in a grid. Each card shows the draft ID, update date, beneficiary name, type, LC amount, and draft at.

Draft ID	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

Page 1 of 2 (1-9 of 14 items) | < 1 2 >

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

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.

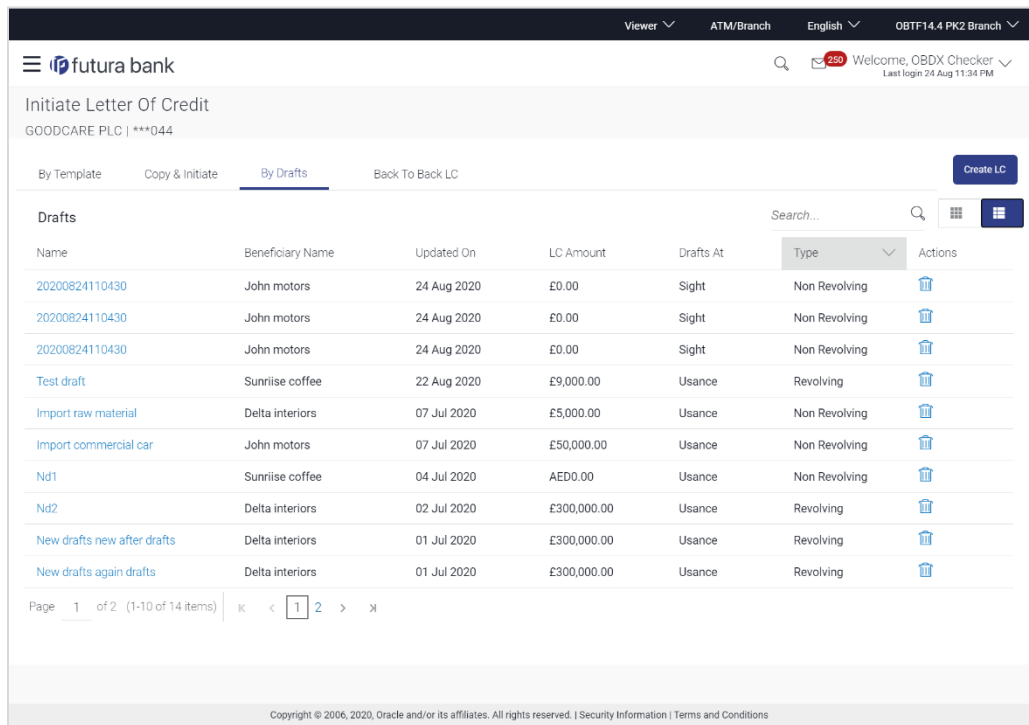
1.1.2 Initiate LC - By Draft - Tabular View

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 10 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

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

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

2. 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.
3. 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:

1. 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 shows the 'Initiate Letter of Credit' page for 'GOODCARE PLC | ***044'. The 'Back To Back LC' tab is selected. The search form 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.
- Navigation:** 'Search', 'Clear', and 'Back' buttons.

Field Description

Field Name	Description
Reference Number	The LC reference number of the LC for which back to back LC is to be initiated.
Beneficiary Name	The name of the beneficiary of the LC.
Applicant Name	The name of the applicant.
Application Date Range	The start and end date of application of the LC.
Amount Date Range	The amount for the Letter of Credit along with the currency under which the LC issued.
Expiry Date Range	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
000ELAC20076ARE6	PREETHI4	NATIONAL FREIGHT CORP	GBP45,000.00	14 Jun 2020	16 Mar 2020	ACTIVE
PK1ELAC20011A7C2	FIXNETIX	NATIONAL FREIGHT CORP	GBP10,000.00	10 Apr 2020	11 Jan 2020	ACTIVE
PK1ELAC20011A8HQ	FIXNETIX	NATIONAL FREIGHT CORP	GBP10,000.00	10 Apr 2020	11 Jan 2020	ACTIVE
PK2ELCT19081BABC	FIXNETIX	NATIONAL FREIGHT CORP	GBP10,000.00	20 Jun 2019	22 Mar 2019	ACTIVE
PK2ELCT19081BB30	FIXNETIX	NATIONAL FREIGHT CORP	GBP10,000.00	20 Jun 2019	22 Mar 2019	ACTIVE
PK2ELCT19081BB36	FIXNETIX	NATIONAL FREIGHT CORP	GBP10,000.00	20 Jun 2019	22 Mar 2019	ACTIVE
000ELAC20076AQME	Blackworth Pharma	NATIONAL FREIGHT CORP	GBP2,000.00	14 Jun 2020	16 Mar 2020	ACTIVE
PK1ELAC20011A5SD	FIXNETIX	NATIONAL FREIGHT CORP	GBP100,000.00	10 Apr 2020	11 Jan 2020	ACTIVE
PK1ELAC20011A5EJ	FIXNETIX	NATIONAL FREIGHT CORP	GBP20,000.00	10 Apr 2020	11 Jan 2020	ACTIVE
PK2ELAC19081BMAP	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

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

Applicant Name	The name of the applicant is displayed.
-----------------------	---

Beneficiary Name	The name of the beneficiary of the back to back LC.
-------------------------	---

Field Name	Description
Amount	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.
Expiry Date	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.
Application Date	The date of application of the back to back LC.
Status	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

futura bank
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
 Line: LINE_CD_1 Reset

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

\$68.00K
Available Limit

[View Limit Details](#)

39C
Additional Amount Covered
Additional Amount

41A
Credit Available By
Negotiation

42P
Negotiation/Deferred Payment Details
ptdetail

Credit Available With
CITIB2LNNN
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	🏠

[Add Another Draft](#)

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

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Field Description

Field Name	Description
Applicant Name	The LC applicant name based on the selected party ID.
Address	Displays the LC applicant address.
Limits	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.
View Limit Details	Click the link to open the Facility Summary screen.
Country	Displays the country of the LC applicant.
Accountee	The list of all accountees mapped to a party.
Address	Displays the accountee's address.
Country	Displays the country of the accountee.


Field Name	Description
Type of Documentary Credit	<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"> • Transferable • Non Transferable
LC Type	<p>The type of LC.</p> <p>The options are:</p> <ul style="list-style-type: none"> • Sight • Usance • Mixed Payment
Revolving	<p>Indicate whether the product is revolving or not.</p> <p>The options are:</p> <ul style="list-style-type: none"> • Yes • No
Select Product	<p>The LC product to be selected.</p>
Auto Reinstatement	<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"> • Yes • No <p>This field is enabled if Yes option is selected in the Revolving field.</p>
Revolving Type	<p>The Indicates revolving type.</p> <p>The options are:</p> <ul style="list-style-type: none"> • Value: LC revolves in value. • Time : LC revolves in time <p>This field is enabled if Yes option is selected in the Revolving field.</p>
Date of Expiry	<p>The expiry date of the LC.</p> <p>The expiry date must be later than the application date.</p>
Place of Expiry	<p>The place where LC would expire.</p>

Field Name	Description
Cumulative	<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"> • Yes • No <p>This field is enabled if Time option is selected in the Revolving Type field.</p>
Repeat Frequency	<p>The time duration of revolving frequency</p> <p>The values can be entered in terms of:</p> <ul style="list-style-type: none"> • Days • Month • Years <p>This field is enabled if the Time option is selected in Revolving Type list.</p>
Beneficiary Details	<p>The beneficiary type.</p> <p>The options are:</p> <ul style="list-style-type: none"> • Existing • New
Beneficiary Name	<p>The name of the LC beneficiary.</p> <p>This field allows the user to select the beneficiary name from drop-down, if Existing option is selected in the Beneficiary Details field.</p> <p>This field allows the user to enter the beneficiary name if New option is selected in the Beneficiary Details field.</p>
Address	<p>The address of the LC beneficiary.</p> <p>This field is enabled to enter the address details, if New option is selected in the Beneficiary Details field.</p>
Country	<p>The country of the LC beneficiary.</p> <p>This field is enabled to enter the country name, if New option is selected in the Beneficiary Details field.</p>
LC Amount	<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
LC Amount Tolerance	The tolerance relative to the documentary credit amount as a percentage plus and/or minus that amount. Enter the values for: <ul style="list-style-type: none"> • Under (-) % • Above (+) %
Total Exposure	Displays the total LC amount including the positive tolerance, with the currency.
Additional Amounts Covered	This field specifies any additional amounts available to the beneficiary under the terms of the credit, such as insurance, freight, interest, etc.
Credit Available By	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"> • Acceptance • Deferred Payment • Mixed Payment • Negotiation • Sight Payment
Negotiation/ Deferred Payment Details	Indicates the details of Negotiation/ Deferred Payment. This field is enabled if the Negotiation/ Deferred Payment option is selected in the Credit Available By field.
Mixed Payment Details	Indicates the details of mixed payment. This field is enabled if the Mixed Payment option is selected in the Credit Available By field.
Credit Available With	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"> • SWIFT Code • Bank Address
Lookup SWIFT Code	Select the SWIFT code of the issuing bank. This field is enabled if the SWIFT Code option is selected in the Credit Available With field.

SWIFT code Look up

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

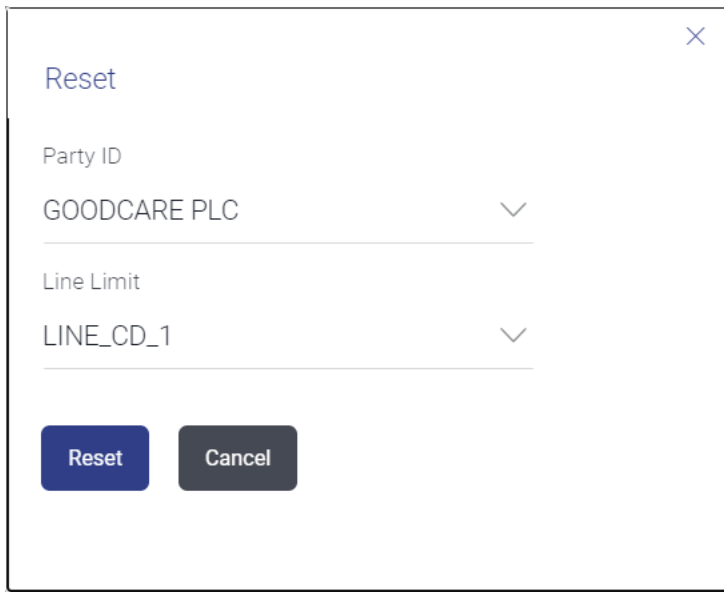
Field Name	Description
Swift Code	The facility to lookup bank details based on SWIFT code.
Bank Name	The facility to search for the SWIFT code based on the bank name.
Country	The facility to search for the SWIFT code based on the country.
City	The facility to search for the SWIFT code based on city.
SWIFT Code Lookup - Search Result	
Bank Name	The names of banks as fetched on the basis of the search criteria specified.
Address	The complete address of each bank as fetched on the basis of the search criteria specified.
SWIFT Code	The list of SWIFT codes as fetched on the basis of the search criteria specified.
Bank Details	Name and Address of the bank where credit would be available. This field is enabled if the Bank Address option is selected in the Credit Available With field.
Drafts section	
<p>Note: Click  to remove any draft added earlier to the LC application. Click Add Another Draft to add new draft.</p>	
Serial Number	The serial number of drafts to be drawn under the documentary credit.
Tenor (In Days)	The tenor of drafts to be drawn under the documentary credit.
Credit Days From	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"> • Invoice Date • B/L Date • Others
Drawee Bank	The drawee bank of the LC.
Draft Amount	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
------------	-------------

Party ID	The party Id of the LC product.
-----------------	---------------------------------

Line Limit	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
------------	-------------

Partial Shipment	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

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

Goods

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

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

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

Viewer ATM/Branch English

futura bank Welcome, corp checker Last login 21 Nov 04:46 PM

Documents & Conditions
DEV Org | ***165

LC Details

Goods and Shipment Details

Documents and Conditions

Instructions

Charges

46A
Select Documents

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

Page 1 of 1 (1-5 of 5 items)

Add Document

47A
Additional Conditions

Condition Code	Identifier	Description
SND2RECM700	Please Select	Sender to receiver information

Add Condition

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

10

Incoterms

Cost, Insurance and Freight (name...)

Next Save As Draft Cancel Back

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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
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.
Clause	The clauses maintained in the bank application for each of the document. A document can have multiple clauses.
View Clause	The link to view the clause maintained in the bank application for each of the document or to modify as per needs.

View Clause

This section appears if you select a document and click the **View Clause** 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.

Selected The clauses that you have selected from the **Clause List**.
The selected clauses related documents are to be attached to the selected document.

Clause The name of the clause.

Clause Description The description and number of the selected clause.

Additional Conditions

Condition Code The additional condition code of the documentary credit.

Identifier The maintained identifier of the conditions of the documentary credit.

Description The description of further conditions of the documentary credit.

Reference

This section appears if you select a document and click the **Refer Codes and Description** link.

Name of Condition The name of the condition of the documentary credit.

Description of Condition The description of the documentary credit.

Field Name	Description
Documents to be presented within /beyond days after the date of shipment but within validity of this credit	<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/>
Incoterm	Indicates the INCO terms for the LC application.

31. 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.
32. In the **Original** field, enter the number of originals required for the selected document.
33. In the **Number of Copies** field, enter the number of copies required for the selected document.
34. 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.
35. Click **Add Document** link to add more document details.

36. 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.
37. From the Identifier list, select the appropriate option.
38. Click **Refer Codes and Description** link to view the list of codes and their descriptions.
39. 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.
40. From the **Incoterm** list, select the appropriate option.
41. 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 **Back** to go back to previous screen.
OR
Click **Cancel** to cancel the transaction. The **Dashboard** appears.
42. Click **Linkage** tab. The **Linkage** tab appears in the **Letter of Credit Initiation** screen.

5.5.4 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

The screenshot shows the 'Initiate Letter of Credit' screen for 'GOODCARE PLC | ***044'. The 'Linkages' tab is active, showing a table for 'Select Deposits' with the following data:

Sr. No.	Account Number	Amount	Amount in Transactional Currency	Maturity Date
1		GBP0.00		

Below the table, there is a '+ Add Account' button and a 'Total' field. A disclaimer states: 'Disclaimer: The total amount transactional currency may vary as per the rate applied during transaction by the bank.' At the bottom, there are buttons for 'Next', 'Save As Draft', 'Cancel', and 'Back'.

Field Description

Field Name	Description
Sr. No.	The serial number of the schedule record.
Account Number	The deposit account that has to be mapped to the transaction.

Field Name	Description
Amount	The amount that is to be linked for the transaction, and partial linkages to be supported.
Amount in Transactional Currency	The tentative equivalent amount in transactional currency.
Maturity Date	The maturity date of the deposit.

43. From the **Account Number** list, select the appropriate deposit account that has to be mapped to the transaction.
44. In the **Amount** field, enter the amount that is to be linked for the transaction.
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 **Back** to go back to previous screen.
OR
Click **Cancel** to cancel the transaction. The **Dashboard** appears.
46. Click the **Instructions** tab. The **Instructions** tab appears in the **Letter of Credit Initiation** screen.

5.5.5 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

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

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

47. In the **Advising Bank** field, select the appropriate option.
48. 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
49. In the Special Payment Conditions for Beneficiary field, enter the special payment conditions applicable to beneficiary.
50. In the **Special Payment Conditions for Bank Only** field, enter the special payment conditions applicable to bank.
51. 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.
52. In the **Sender to Receiver Information** field, enter the additional information for the receiver.
53. In the **Charges** field, enter the charges details.
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 **Back** to go back to previous screen.
OR
Click **Cancel** to cancel the transaction. The **Dashboard** appears.
55. Click the **Insurance** tab. The **Insurance** tab appears in the **Letter of Credit Initiation** screen.

5.5.6 Letter of Credit Initiation - Insurance tab

This tab provides the insurance detail to the users. User can view the name of the Insurance Company by searching one of the listed companies. Further he can search the policy number and view the details such as cover date and expiry date along with the amount covered. The policy should be shared with back office for maintenance prior to this.

As part of the initiation, he will have an option to upload any insurance related document with the application as part of general attachments.

Letter of Credit Initiation - Insurance tab

The screenshot shows the 'Initiate Letter of Credit' page for 'GOODCARE PLC | ***044'. The 'Insurance' tab is active. A search table displays the following data:

Policy Number	Company Name	Country	Cover Date	Expiry Date	Amount
ANZ1	ING GLOBAL	London	05 May 2021	24 May 2027	GBP10,000,000.00
POLICY1	ING GLOBAL	London		25 May 2023	GBP4,000,000.00
POLICY2	Bajaj Allianz	GB	05 Apr 2023	13 May 2023	GBP6,000,000.00

Page 1 of 1 (1-3 of 3 items)

Buttons: Next, Save As Draft, Cancel, Back

Field Description

Field Name	Description
Search	The option to search the insurance.
Select	The option to select the insurance record.
Policy Number	The policy number of the insurance.
Company Name	The name of the insurance company.
Country	The country for the insurance.
Cover Date	The date up to which the insurance is covered.
Expiry Date	The expiry date of the insurance policy.
Amount	The insurance amount.

57. In the **Search** field, enter the search phrase to search the insurance policy.

58. Click **Select** to select the desired insurance record.
OR
Click **Clear Selection** to clear the selection.
59. Click **Next** to save the entered details and proceed to the next level.
OR
Click the **Charges, Commissions and Taxes** tab. The **Charges, Commissions and Taxes** 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.)

5.5.7 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' screen for 'GOODCARE PLC | ***044'. The 'Charges, Commissions and Taxes' tab is selected. The screen 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

Buttons: Next, Save As Draft, Cancel, Back

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Field Description

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

Applicant Account for Charges	The applicant charge account.
--------------------------------------	-------------------------------

Field Name	Description
Charges	
Description of Charges	The description of the charges.
Amount	The amount that is maintained under the charge.
Taxes	
Description of Taxes	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	
Commissions for	The commission component.
Percentage	The percentage of commission.
Amount	The commission amount.

60. 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
61. Click the **Attachments** tab. The Attachments tab appears in the **Letter of Credit Initiation** screen.


5.5.8 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

Field Description

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

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

62. Click **Drag and Drop** to browse and select the required document present on your computer.
The **Attach Document** popup window appears.
63. 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.
64. Select the **Terms and Conditions** check box to accept the Terms and Conditions.
65. Click **Preview Draft Copy** to have a preview of draft.
66. 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.
67. 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.
68. The success message initiation of LC creation appears along with the reference number.
Click **OK** to complete the transaction.
69. 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

Verify

[Lookup SWIFT Code](#)

42C

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

[Add Another Draft](#)

Next
Save As Draft
Cancel



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Field Description

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

Field Name	Description
Beneficiary Name	<p>The name of the LC beneficiary.</p> <p>This field allows the user to select the beneficiary name from drop-down, if Existing option is selected in the Beneficiary Details field.</p> <p>This field allows the user to enter the beneficiary name if New option is selected in the Beneficiary Details field.</p>
Address	<p>The address of the LC beneficiary.</p> <p>This field is enabled to enter the address details, if New option is selected in the Beneficiary Details field.</p>
Country	<p>The country of the LC beneficiary.</p> <p>This field is enabled to enter the country name, if New option is selected in the Beneficiary Details field.</p>
LC Amount	<p>The currency under which the LC can be issued. Indicates the amount for the Letter of Credit.</p>
LC Amount Tolerance	<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"> • Under (-) % • Above (+) %
Total Exposure	<p>Displays the total LC amount including the positive tolerance, with the currency.</p>
Additional Amounts Covered	<p>This field specifies any additional amounts available to the beneficiary under the terms of the credit, such as insurance, freight, interest, etc.</p>
Credit Available By	<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"> • Acceptance • Deferred Payment • Mixed Payment • Negotiation • Sight Payment
Negotiation/ Deferred Payment Details	<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>

Field Name	Description
Mixed Payment Details	Indicates the details of mixed payment. This field is enabled if the Mixed Payment option is selected in the Credit Available By field.
Credit Available With	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"> • SWIFT Code • Bank Address
Lookup SWIFT Code	Select the SWIFT code of the issuing bank. This field is enabled if the SWIFT Code option is selected in the Credit Available With field.
SWIFT code Look up	The following fields appear on a pop up window if the Lookup SWIFT Code link is clicked.
Swift Code	The facility to lookup bank details based on SWIFT code.
Bank Name	The facility to search for the SWIFT code based on the bank name.
Country	The facility to search for the SWIFT code based on the country.
City	The facility to search for the SWIFT code based on city.
SWIFT Code Lookup - Search Result	
Bank Name	The names of banks as fetched on the basis of the search criteria specified.
Address	The complete address of each bank as fetched on the basis of the search criteria specified.
SWIFT Code	The list of SWIFT codes as fetched on the basis of the search criteria specified.
Bank Details	Name and Address of the bank where credit would be available. This field is enabled if the Bank Address option is selected in the Credit Available With field.

Field Name	Description
Drafts section	
<p>Note: Click  to remove any draft added earlier to the LC application. Click Add Another Draft to add new draft.</p>	
Serial Number	The serial number of drafts to be drawn under the documentary credit.
Tenor (In Days)	The tenor of drafts to be drawn under the documentary credit.
Credit Days From	<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"> • Invoice Date • B/L Date • Others
Drawee Bank	The drawee bank of the LC.
Draft Amount	The various drafts amount for the LC application.
Action	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
------------	-------------

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 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](#)

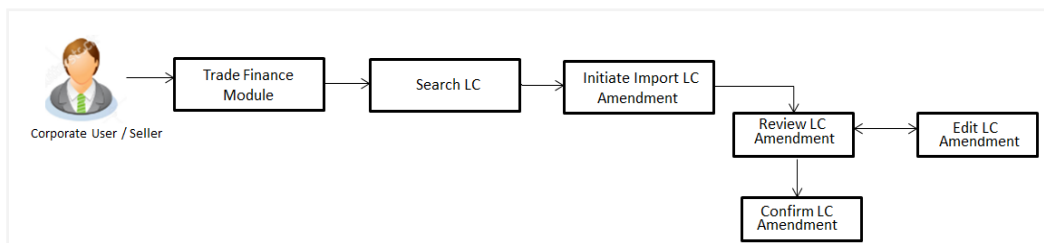
6. Initiate Import LC Amendment

Using this option, you can apply for amendment of an existing Letter of Credit (LC) in the application. You can reopen a closed LC using this screen too. 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
Search	
Search By	Specify the LC Number/ Applicant Name/ Beneficiary Name of LC for whom amendments to be made.
Search Result	
LC Number	The LC reference number generated while creating LC.
Applicant Name	The LC applicant name based on the selected party ID.
Beneficiary Name	The name of the beneficiary of the LC.
Amount	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 ▼

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

Initiate Import LC Amendment

GOODCARE PLC | ***044

LC Reference No. PK1ILUN20011BNT2 ACTIVE	Product OBDXR ILUN Import LC Usance Non Revolving	Date Of Issue 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 Place of Expiry

59
Beneficiary Name
FIXNETIX
Address
PKBANK41XXX

Country
GREAT BRITAIN ▼

32B
LC Amount
GBP1,000.00
LC Amount Tolerance
Under(%) Above(%)

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.

6.2 Re-Open Closed LC

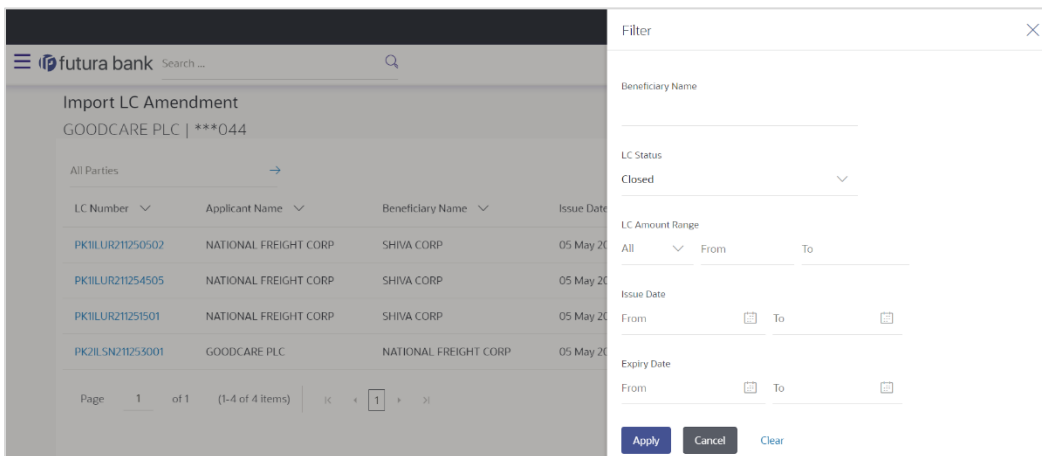
The application has a facility for user to re-open a closed LC. The user can search the specific LC by providing the LC no directly, or by doing an advanced lookup to find the correct LC with the filters available.

The user can search the LC which are in 'Closed' status.

To Re-Open the closed LC:

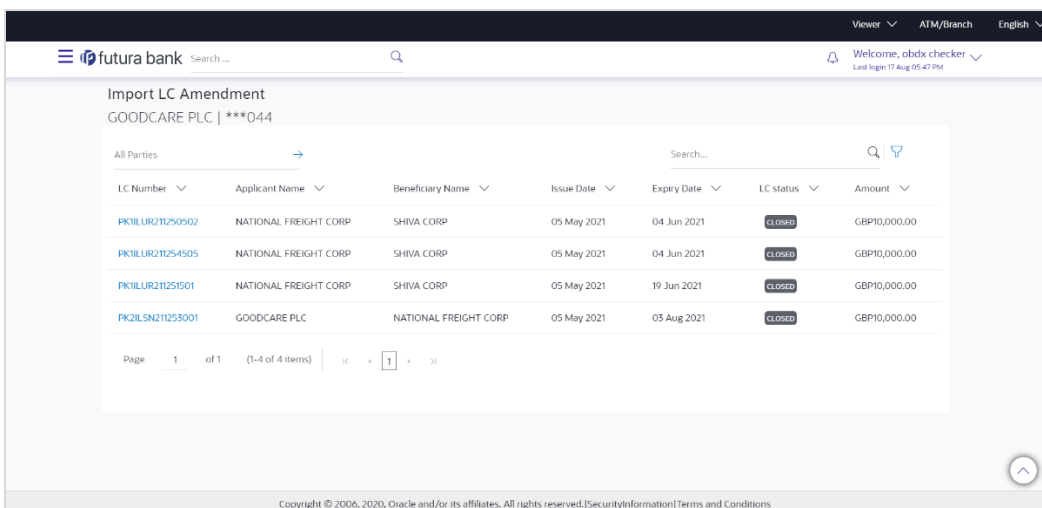
1. Click  search the LC based on the filter criteria. The **Filter** overlay screen appears.

Import LC Amendments - Filter



2. From the LC Status list, select the **Closed** option. The list of all the closed LC appear.

Import LC Amendments - Search Result



LC Number	Applicant Name	Beneficiary Name	Issue Date	Expiry Date	LC status	Amount
PK1ILUR21250502	NATIONAL FREIGHT CORP	SHIVA CORP	05 May 2021	04 Jun 2021	CLOSED	GBP10,000.00
PK1ILUR21254505	NATIONAL FREIGHT CORP	SHIVA CORP	05 May 2021	04 Jun 2021	CLOSED	GBP10,000.00
PK1ILUR21251501	NATIONAL FREIGHT CORP	SHIVA CORP	05 May 2021	19 Jun 2021	CLOSED	GBP10,000.00
PK2ILSN21253001	GOODCARE PLC	NATIONAL FREIGHT CORP	05 May 2021	05 Aug 2021	CLOSED	GBP10,000.00

3. Click on the desired **LC Number** for whom amendments to be made. The warning message of amendment of closed LC appears.

4. Click **Continue** to continue the amendment of closed LC. The **Initiate Import LC Amendment - LC Details** screen appears.
OR
Click **Cancel** to cancel the amendment process.
5. Repeat step 4 to 8 of **Initiate Import LC Amendments** section.

[Home](#)

7. View Import Letter of Credit

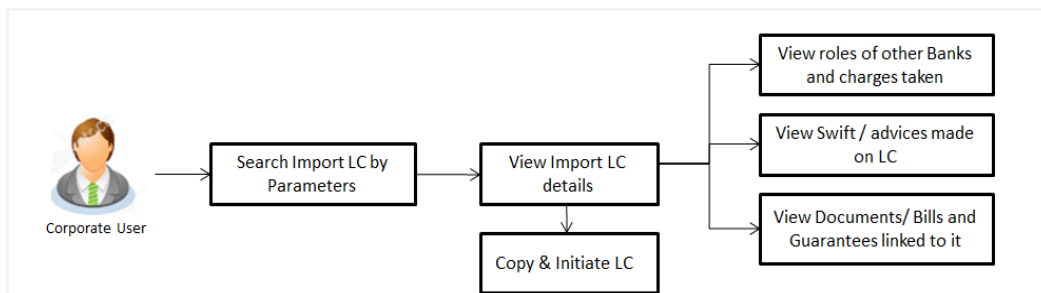
Using this option, you can view the details of existing Import Letters of Credit (LC) in the application. You can search the required LC using different search criteria.

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

Field Description

Field Name	Description
Beneficiary Name	The name of beneficiary party.
LC Status	The status of LC currently. The options are: <ul style="list-style-type: none"> • Hold • Active • Cancelled • Closed • Reversed
LC Currency	The currency for the LC.
LC Amount Range	The start and end value of the amount range used for searching the LC.
LC Drawing Status	The LC amount drawing status. The options are: <ul style="list-style-type: none"> • Partial • Full • Undrawn • Expired
Issue Date From	The start date of the issue date range used for searching the LC.

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

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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
-------------------	--------------------

List of Recently Issued Letter Of Credit

LC Number	This is the LC number of the LC application.
------------------	--

Applicant Name	The name of the applicant.
-----------------------	----------------------------

Beneficiary Name	The name of the LC beneficiary.
-------------------------	---------------------------------

Issue Date	The issue date of the Import LC.
-------------------	----------------------------------

Date of Expiry	The date when the LC expires and holds no more valid.
-----------------------	---

LC Status	The Import LC status i.e. whether is active/closed etc.
------------------	---

LC Amount	The amount for which LC is created.
------------------	-------------------------------------

Outstanding Amount	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 ACTIVE	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

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

43P Partial Shipment Allowed	43T Transshipment Conditional
44A Place of Taking in Charge/Dispatch from sfd new	44E Port of Loading/Airport of Departure fgdgdg new
44F Port of Discharge/Airport of Destination fdg nw	44B Place of Final Destination/For Transportation ff
44C/44D 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	View Clause
AIRDOC	0/0	0	View Clause
BOL	0/0	0	View Clause
INSDOC	5/7	4	View Clause
INVDOC	0/0	2	View Clause

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

Field Name	Description
Date of Expiry	The expiry date of the LC. The expiry date must be later than the application date.
Place of Expiry	The place where LC would expire.
LC Amount	The amount availed against the LC.
Type of Documentary Credit	The type of documentary credit are: <ul style="list-style-type: none"> • Transferable • Revolving
Revolving Type	Indicates revolving type. This field appears if the SWIFT Code option is selected in the Credit Available With field.
Auto Reinstatement	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.
Cumulative	Displays whether the frequency is cumulative for the LC.
Beneficiary Name	The name of the LC beneficiary.
Address	The address of the LC beneficiary.
Country	The country of the LC beneficiary.
Drafts section	The number of drafts available.
Tenor (In Days)	The number of days of its validity.
Credit Days From	Displays the date from which the Draft tenure shall be counted.
Drawee Bank	The name of drawee bank, which would represent draft for claiming money against LC.
Draft Amount	The amount which is sought by beneficiary on representation of draft.
More Information	Following fields appear if you click the More Information link. Click the Hide Information link to hide the fields.

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

Field Name	Description
Original	Displays the number “n” out of “m” original documents will be provided to bank.
Copies	Displays the number of copies that will be submitted as a set of documents for LC.
Clause	Displays the default description of clauses, however user can modify the same.
More Information	
Following fields appear if you click the More Information link.	
Click the Hide Information link to hide the fields.	
Additional Conditions	The description of further conditions of the documentary credit.
Documents to be presented within /beyond _____ days after the date of shipment but within validity of this credit	The number of days after the date of shipment when the documents will be presented to bank.
Instructions	
Advising Bank SWIFT ID	Displays the SWIFT ID and address of the Advising Bank.
Special Payment Conditions for Beneficiary	User can input special payment conditions applicable to the beneficiary, for example, post financing request/ conditions.
Confirmation Instructions	The confirmation instructions for the requested confirmation party.
Special Payment Conditions for Bank Only	User can input special payment conditions applicable to bank without disclosure to the beneficiary, for example, post-financing request /conditions.
More Information	
Following fields appear if you click the More Information link.	
Click the Hide Information link to hide the fields.	
Sender to Receiver Information	The additional information for the receiver.
Applicant Account for Charges	The applicant account for charges.
Charges	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 web interface. At the top, there is a navigation bar with 'Viewer', 'ATM/Branch', 'English', and 'OBT14.4 PK2 Branch'. Below this, the 'View Import Letter Of Credit' page is displayed. The page header includes the Futura Bank logo and a search icon. The main content area shows the LC details for 'Oracle Corp | ***782'. The details include: LC Reference No. 000ILUN20076AF1P (ACTIVE), Product OBDX ILUN Import LC Usance Non Revolving, LC Amount £40,000.00, and Date of Expiry 16 Jun 2020. Below the details, there is a section for 'Attached Documents' with a table containing two rows of document information. A sidebar on the left lists various options like 'Attached Documents', 'Amendments', 'Bills', etc. 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'.

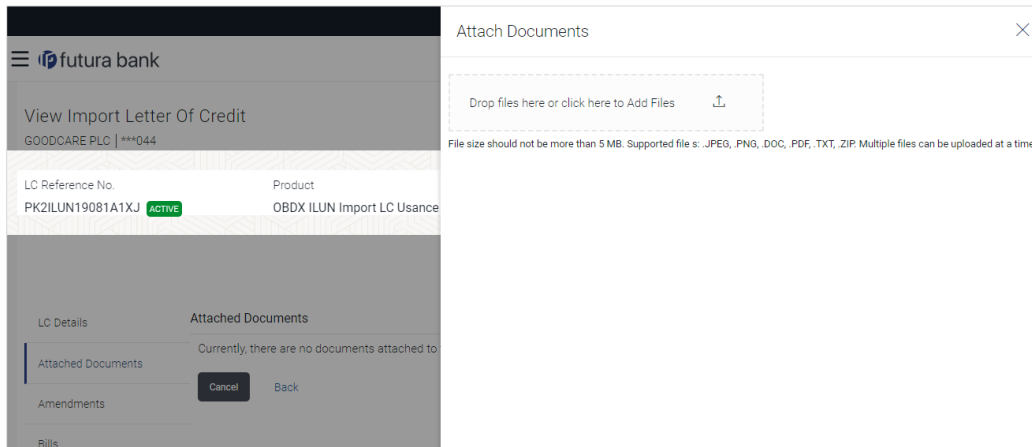
Sr No	Document Id	Document Category	Document Type	Remarks	Action
1	3.IPM_****64	IDPROOF	IDPROOF	id	
2	3.IPM_****49	IDPROOF	IDPROOF	doc	

Field Description

Field Name	Description
Sr No	The serial number of the attached document record.
Document ID	Displays the unique identification number for the attached document. Displays the link to download the attached document.
Document Category	Displays the category of the document uploaded.
Document Type	Displays the type of the document uploaded.
Remarks	Displays the notes added, if any, for attaching the document.
Action	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
Drag and Drop	Click to browse and select the file to be uploaded.
Attached Document	The document to be uploaded.
Document Category	The category of the document to be uploaded.
Document Type	The type of the document to be uploaded.
Remarks	The notes added, if any for attaching the document.
Choose File to attach	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.
Action	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 ACTIVE	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	View
2	16 Mar 2020	31 Jul 2020	£912,456.00	REJECTED	View

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 ACTIVE	OBDX ILUN Import LC Usance Non Revolving	£912,456.00	31 Jul 2020

Attached Documents	Inward Bill Number	Date Received	Status	Bill Amount
Amendments	000IULL20076A0RT	16 Mar 2020	ACTIVE	£659,801.60
	000IULL20076A2P9	16 Mar 2020	ACTIVE	£123,900.00
Bills	000IULL20076A2PA	16 Mar 2020	ACTIVE	£21,900.00
Shipping Guarantee	000IULL20076A1JL	16 Mar 2020	ACTIVE	£30,000.00

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

Swift Messages

Advice

Banks

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Field Description

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

Inward Bill Number	Displays the Inward Bill number. Click on Inward Bill Number link to view the Bill details.
Date Received	Displays the date on which the Bill is received.
Status	Displays the status of the Bill is received.
Bill Amount	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. At the top, there's a header with the Futura 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' and links for 'Initiate Amendment' and 'Copy & Initiate'. A table lists LC details:

LC Reference No.	Product	LC Amount	Date of Expiry
000ILUN20076BIOR ACTIVE	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
Guarantee Reference No	Displays the reference number of shipping guarantees linked to LC.
Date	Displays the date when guarantee was created.
Amount	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

futura bank

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
000ILUN20076BIOR ACTIVE	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
------------	-------------

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.
---------------	---------------------------------

Field Name	Description
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.

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. Below this, there is a table of Swift Messages with columns for Message ID, Date, Description, Sending/Receiving Bank, Message Type, and Action. The table contains four rows of messages, all dated 16 Mar 2020, with actions to download each message. The interface also includes navigation options like 'Initiate Amendment', 'Copy & Initiate', and 'Cancel Back'.

LC Reference No.	Product	LC Amount	Date of Expiry
000ILUN20076BI0R ACTIVE	OBDX ILUN Import LC Usance Non Revolving	£912,456.00	31 Jul 2020

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

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

Field Description

Field Name

Description

Message ID	Unique identification number for the message.
Date	Date of sending advice.
Description	The SWIFT message detailed description.
Sending/ Receiving Bank	This displays the name of bank who has sent/received the message.
Message Type	This shows the type of message sent/received such as MT 700, MT 707 etc.
Action	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

Message ID	Date	Description	Sending/Receiving Bank	Message Type	Action
281206475				07	Download
228201107	16 Mar 2020	Initiation Of Amendment Confirmation		07	Download
225203768		{1:F01AAEMNL21AXXX1111111111}{2:1707CITIGB2LXRRN}{3:(108:2812064750950679)}		00	Download
228201084		{4:20:000ILUN20076BIORZ1:NONREF:31C:200316:30:200316:26E:3:59:ORACLE CORPORACGB2LOOONNEW TECH PARKPLOT NO 29:33B:GBP902456;34B:GBPT0000;79:NEW AMOUNT}		07	Download

Field Description

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

Event Date	Displays the event date.
Event Description	Displays the description of the event.
Description	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 ACTIVE	OBDX ILUN Import LC Usance Non Revolving	£963,456.00	15 Jun 2020

LC Details

Message ID	Date	Description	Event 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	Download
2382005568054926		Debit Advice	Booking LC or Guarantee Issue	Download
2382005568051107		Debit Advice	Booking LC or Guarantee Issue	Download

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

Cancel Back

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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 with the text 'Welcome, rcorp Checker' and 'Last login 28 Aug 11:28 PM'. Below this, the LC details are displayed:

LC Reference No.	Product	LC Amount
000ILUN20076BKCO ACTIVE	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 'Advice' entries:

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 blue chat button with the text 'Hey, I am here to help if you need it!' and a circular icon with a white speech bubble.


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.

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

View Import LC

LC Number 000ILUR200765501

LC Details	Reimbursing Bank	Advise Through Bank
Attached Documents	Swift: OATAG80000X Name: OATS_AT1_BANK_GBP Address: OATAT80000X	Swift: TIEB800000X Name: OOL_TRADE BANK1 Address: TIEB800000X
Amendments	UK UNITED KINGDOM	LONDON UNITED KINGDOM
Bills	<input type="button" value="Cancel"/> <input type="button" value="Back"/>	
Shipping Guarantee		
Charges, Commissions &		
Swift Messages		
Advice		
Banks		

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Field Description

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

Reimbursing Bank

SWIFT Displays the SWIFT Id of the Reimbursing Bank.

Name Displays the name of the Reimbursing Bank.

Address Displays the address of the Reimbursing Bank.

Country Displays the country of the Reimbursing Bank.

Confirming Bank

SWIFT Displays the SWIFT Id of the Confirming Bank.

Name Displays the name of the Confirming Bank.

Address Displays the address of the Confirming Bank.

Country Displays the country of the Confirming Bank.

Advise Through Bank

Field Name	Description
SWIFT	Displays the SWIFT Id of the Advise Through Bank.
Name	Displays the name of the Advise Through Bank.
Address	Displays the address of the Advise Through Bank.
Country	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](#)

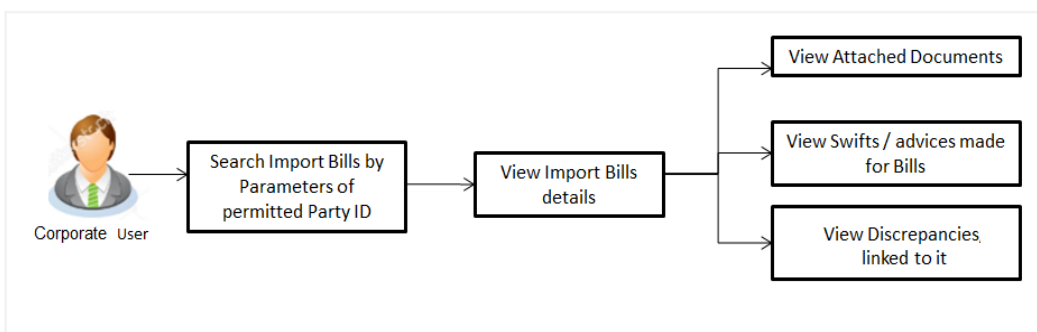
8. View Import Bill

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
Bill Reference Number	The Import Bill reference number.
Status	The current status of the Bill. The options are: <ul style="list-style-type: none"> • Active • Hold • Cancelled • Liquidated • Closed • Reversed
Importer	The name of the Importer who needs to pay the Bill.
Exporter	The name of Exporter who has uploaded the Bill.
Bill Amount From	The start of the Bill amount range used for searching the Bill.
Bill Amount To	The end of the Bill amount range used for searching the Bill.
Bill Date From	The start date of the Bill date range used for searching the Bill.
Bill Date To	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
PK1IULL20011AAT2	FIXNETIX	NATIONAL FREIGHT CORP	INCOMING DOCUMENTARY USANCE BILLS UNDER LC ON ACCEPTANCE	11 Jan 2020	GBP5,000.00	ACTIVE
PK1IULL20011ABYQ	FIXNETIX	NATIONAL FREIGHT CORP	INCOMING DOCUMENTARY USANCE BILLS UNDER LC ON ACCEPTANCE	11 Jan 2020	GBP1,000.00	ACTIVE
PK1IULL20011AAT6	FIXNETIX	NATIONAL FREIGHT CORP	INCOMING DOCUMENTARY USANCE BILLS UNDER LC ON ACCEPTANCE	11 Jan 2020	GBP1,000.00	ACTIVE
PK1IULL20011AATG	PREETHI3	FIXNETIX	INCOMING DOCUMENTARY USANCE BILLS UNDER LC ON ACCEPTANCE	11 Jan 2020	GBP10,000.00	ACTIVE
PK1ISLP20011A7BX	FIXNETIX	NATIONAL FREIGHT CORP	INCOMING CLEAN SIGHT BILLS UNDER LC ON PAYMENT	11 Jan 2020	GBP5,000.00	ACTIVE
PK1IULL20011ACQH	FIXNETIX	NATIONAL FREIGHT CORP	INCOMING DOCUMENTARY USANCE BILLS UNDER LC ON ACCEPTANCE	11 Jan 2020	GBP1,000.00	ACTIVE
PK1IULL20011AAT5	FIXNETIX	NATIONAL FREIGHT CORP	INCOMING DOCUMENTARY USANCE BILLS UNDER LC ON ACCEPTANCE	11 Jan 2020	GBP1,000.00	ACTIVE
PK1IULL20011ACCM	FIXNETIX	NATIONAL FREIGHT CORP	INCOMING DOCUMENTARY USANCE BILLS UNDER LC ON ACCEPTANCE	11 Jan 2020	GBP1,000.00	ACTIVE
PK1IULL20011ACCL	FIXNETIX	NATIONAL FREIGHT CORP	INCOMING DOCUMENTARY USANCE BILLS UNDER LC ON ACCEPTANCE	11 Jan 2020	GBP1,000.00	ACTIVE
PK1IULL20011AATE	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 ACTIVE	Linked to LC 000ILSN20076AIX7 ACTIVE	Outstanding Amount GBP1,000,000.00	Maturity Date 16 Mar 2020
---	--	---------------------------------------	------------------------------

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

Discrepancies	Exporter Name sunrise coffee	Importer Name Oracle Corp
Attached Documents	Address new tech park plot no 23 London	Address ORACGB2L000 new tech park plot no 21
Charges & Taxes		
SWIFT Messages	Country GREAT BRITAIN	Country
Advice	Application Date 16 Mar 2020	
Loans	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
Bill Number	Displays the bill number of the LC.
Linked to LC	Displays the reference number of the LC.
Outstanding Amount	The outstanding amount of the Import Bill.
Maturity Date	The maturity date of the Import Bill.

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

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

Field Name	Description
Original (Second Mail)	Displays the number “n” out of “m” original documents of the second mail that will be provided to bank.
Copies (Second Mail)	Displays the number of copies of the first mail, that will be submitted as a set of documents for LC.
Clause	Displays the default description of clauses, however user can modify the same.
Incoterm	Displays the INCO terms for the LC application..
Price Per Unit	The price per unit of the goods.
Instructions	
Remarks	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 ACTIVE	000ILUN20076BIEK ACTIVE	£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
Received Date	Displays the date on which the discrepancy has been identified and received by the host.
Description	Displays the description of discrepancy like name.
Status	Displays the whether the discrepancy is resolved or not as on current date.
Resolved Date	Displays the resolved date if the discrepancy is resolved.
Approved Date	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 ACTIVE	PK1CLCI200111501 ACTIVE	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 ACTIVE	000ILSR200764502 ACTIVE	£11,801.60	15 Apr 2020

Discrepancies	Message ID	Date	Description	Sending/Receiving Bank	Message Type	Action
Charges &	2342030607173271		Bank Transfer	FIXNETIX	202	Download

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

Field Description

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

Field Name	Description
Action	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
Event Date	Displays the event date.
Event Description	Displays the description of the event.
Description	The details of the SWIFT message.

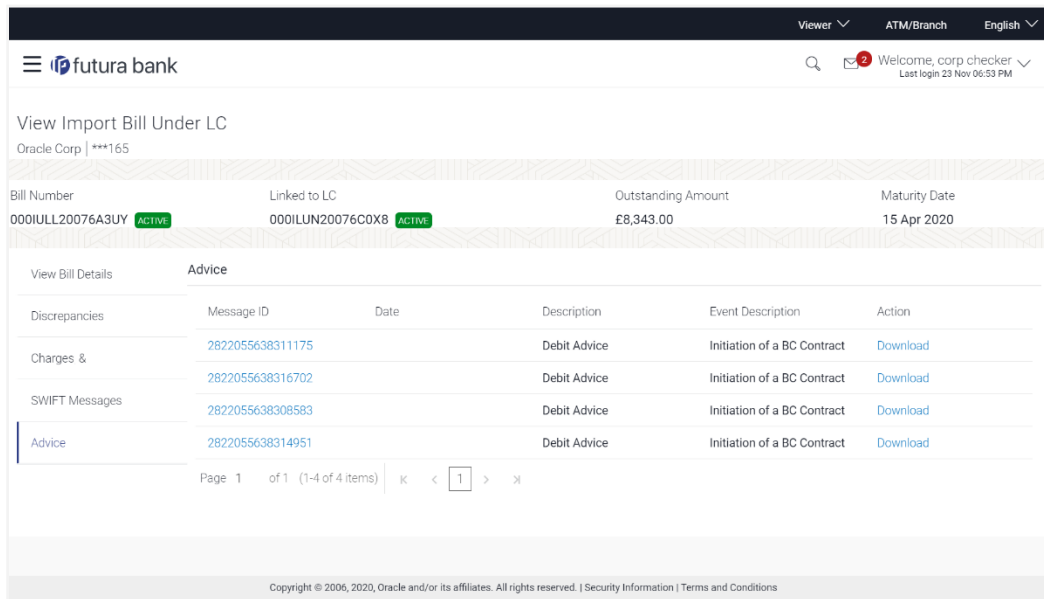
- Click  to close the window.

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 ACTIVE	000ILUN20076C0X8 ACTIVE	£8,343.00	15 Apr 2020

Discrepancies	Message ID	Date	Description	Event Description	Action
Charges &	2822055638311175		Debit Advice	Initiation of a BC Contract	Download
SWIFT Messages	2822055638316702		Debit Advice	Initiation of a BC Contract	Download
	2822055638308583		Debit Advice	Initiation of a BC Contract	Download
Advice	2822055638314951		Debit Advice	Initiation of a BC Contract	Download

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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	Displays the description of the event.
Action	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 displays the 'View Import Bill Under LC' page for Oracle Corp. Key information includes the Bill Number (000IULL20076A3UY), Linked to LC (000ILUN20076C0X8), Outstanding Amount (£8,343.00), and Maturity Date (15 Apr 2020). A 'View Advice' modal window is open, showing event details for 01 Jan 2014, including a description of 'Liquidation of a BC Contract' and a debit advice. The modal also shows a table with columns for 'Contract' and 'Download'.

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.

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 ACTIVE	PK1ILUN20011B8RN ACTIVE	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
Loan Account No.	The linked loans account.
Loan Amount	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:

1. Select the **Bill Discrepancy** option.
2. Enter the search criteria, if required
3. 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

Field Description

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

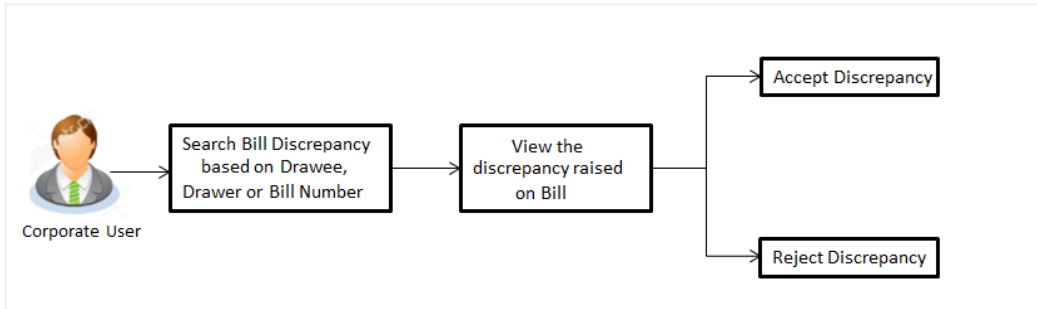
Initiate Cancel Back

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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**, **Initiate**, **Cancel**, **Back**

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Field Description

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

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

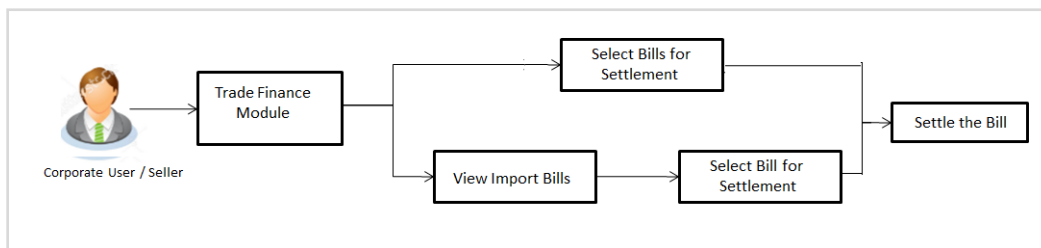
The user can settle either multiple bills from his account, with or without a forex deal, or apply for a loan to settle the bills.

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
Select Bills	The option to select multiple bills to apply for the settlement.
Check Box (Account Selection)	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.
Bill Reference Number	The Bill reference number. Displays the link to view the Import Bill details.
Exporter Name	The beneficiary name against whom Bill is to be created.
Maturity Date	The date on which the Bill will gets matured.
Linked LC Number	The LC number to whom the Bill is linked.

Field Name	Description
Payment Type	The type of payment associated with the Bill. it can be: <ul style="list-style-type: none"> • Sight • Usance
Bill Amount	Displays the amount of the Import Bill.
Input Payment Details	
CASA Account / Loan Account	Option to select a CASA account or Loan account. <ul style="list-style-type: none"> • CASA Account: The user can select the CASA account that he wishes to use for settlement of bill. <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"> • 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.
Select Account	Source account from which the funds are to be transferred for settlement of Bill.
Balance	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

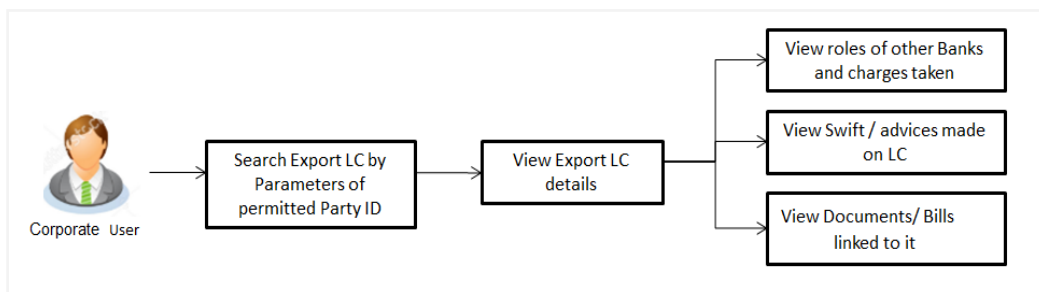
Using this option, you can view the details of existing Export Letters of Credit (LC) in the application. You can search the required LC using different search criteria and download the LC list in pdf.

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 titled 'List of Recently Issued Letter of Credits' with columns for LC Number, Applicant Name, Issue Date, and Date of Expiry. A 'Filter' sidebar is open on the right, allowing users to refine their search. The filter criteria include 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 (Not Expired), and Expiry Date (03 Aug 2020 to 31 Aug 2020). The table lists several LCs issued to various companies like GOODCARE PLC, Test Corporate Inc, and Oracle Corp.

Field Description

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

Field Name	Description
Issue Date To	The end date of the issue date range used for searching the LC.
Expiry Status	Select whether LC being searched is expired or not. The options are: <ul style="list-style-type: none"> • Expired • Non Expired
Expiry Date From	The start date of the expiry date range used for searching the LC.
Expiry Date To	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
PK2ELAC19081ASJV	GOODCARE PLC	DEV ORG	22 Mar 2019	20 Jun 2019	ACTIVE	£123,455.00	£123,455.00
000ELAC20076AGZ6	Oracle Corp	DEV ORG	16 Mar 2020	16 Jun 2020	ACTIVE	£60,000.00	£40,000.00
000ELAC20076ACCCJ	Test Corporate Inc	DEV ORG	16 Mar 2020	14 Jul 2020	ACTIVE	£12,424.00	£5,000.00
000ELAC20076ADI6	Test Corporate Inc	DEV ORG	16 Mar 2020	14 Jul 2020	ACTIVE	£12,424.00	£11,328.62
000ELAC20076ADW2	Test Corporate Inc	DEV ORG	16 Mar 2020	22 Jul 2020	ACTIVE	£43,644.00	£43,644.00
000ELAC20076AENU	Oracle Corp	DEV ORG	16 Mar 2020	16 Jun 2020	ACTIVE	£230,000.00	£230,000.00
000ELAC20076ACCI	Test Corporate Inc	DEV ORG	16 Mar 2020	14 Jul 2020	ACTIVE	£111,424.00	£111,424.00
000ELAC20076AHD4	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

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
LC Number	The LC number. Displays the link to details of the Export LC.
Applicant Name	The name of the LC applicant.
Beneficiary Name	The name of the LC beneficiary.
Issue Date	The issue date of the Export LC.
Date of Expiry	The Export LC expiry date.
LC Status	The Export LC status.
LC Amount	The Export LC amount.
Outstanding Amount	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](#)

<p>LC Reference No. PK2ELAC19081ASJV ACTIVE</p>	<p>Product Export LC sight Non Revolving</p>	<p>LC Amount £123,455.00</p>
<p>Date of Expiry 20 Jun 2019</p>		

LC Details

Attached Documents

Amendments

Bills

Charges

Commissions

Swift Messages

Advice

Banks

LC Details

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

Goods & Shipment

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

Documents

Document Name	Original	Copies	Clause
AIRDOC	5/7	3	View Clause
INSDOC	6/8	4	View Clause
INVDOC	4/7	2	View Clause
MARDOC	0/0	0	View Clause
OTHERDOC	0/0	0	View Clause

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More Information

Instruction

Advising Bank SWIFT ID

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

Cancel
Back

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Field Description

Field Name	Description
Party Name and ID	The name and ID of LC applying party.
LC Reference No.	Displays the reference number of the LC.
Product	The export LC product name under which the LC is created.
LC Amount	The amount availed against the LC.
Date of Expiry	The date when the LC expires and holds no more valid.
Applicant	The name of LC applicant.
Address	Displays the LC applicant address.
Country	Displays the country of the LC applicant.
Date of Application	The date of LC application.
Date of Expiry	Displays the expiry date of the LC.
Place of Expiry	Displays the place of LC expiry.
LC Amount	Displays the amount and currency of the LC.
Type of Documentary Credit	The type of documentary credit are: <ul style="list-style-type: none"> • Transferable/ Non Transferable • Revolving/Non Revolving
Revolving Type	Indicates revolving type.
Auto Reinstatement	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.
Cumulative	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"> • Yes • No
Transferable	Displays the form of the LC, either transferable/ non-transferable.

Field Name	Description
Beneficiary Details	
Beneficiary Name	The name of the LC beneficiary.
Address	The address of the LC beneficiary.
Country	The country of the LC beneficiary.
Product Details	
Product	The Export LC product under which the LC is created.
More Information	
Following fields appear if you click the More Information link.	
Click the Hide Information link to hide the fields.	
LC Amount Tolerance Under %	Displays the tolerance of the LC, if tolerance is allowed.
Total Exposure	Displays the total LC amount including the positive tolerance, with the currency.
Credit Available By	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"> • Acceptance • Def Payment • Mixed Payment • Negotiation
Credit Available With	Indicates the bank where credit is currently available with.
Negotiation/ Deferred Payment Details	Indicates the details of mixed payment. This field is appears if the Mixed Payment option was selected in the Credit Available By field.
Additional Amounts Covered	This field specifies any additional amounts available to the beneficiary under the terms of the credit, such as insurance, freight, interest, etc.
Drafts At	The number of drafts available.

Field Name	Description
Drafts section	
The number of drafts available.	
Tenor (In Days)	The number of days of its validity.
Credit Days From	Displays the date from which the Draft tenure shall be counted.
Draft Amount	The amount which is seeked by beneficiary on representation of draft.
Drawee Bank	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

The screenshot shows the 'Goods and Shipment' tab in the Futura Bank interface. The top navigation bar includes the Futura Bank logo, a search icon, and a user profile 'Welcome, rcorp Checker' with a last login time of '04 Sep 05:10 PM'. The main content area is titled 'Goods & Shipment' and contains several fields:

- 43P** Partial Shipment: Not Allowed
- 43T** Transshipment: Not Allowed
- 44A** Place of Taking in Charge/Dispatch from: sds
- 44E** Port of Loading/Airport of Departure: dfdfd
- 44F** Port of Discharge/Airport of Destination: df
- 44B** Place of Final Destination/For Transportation: csdtsdf
- 44C/44D** Shipment

Below these fields is a table with the following structure:

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

At the bottom left of the table area, there is a 'Hide Information' link.

Field Description

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

Sr No	Serial Number.
Goods	The type of good being shipped has to be chosen.
Description of Goods	The description of goods.
Units	The number of units of the goods
Price Per Unit	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	View Clause
INSDOC	0/0	0	View Clause
INVDOC	0/0	0	View Clause
MARDOC	0/0	0	View Clause
OTHERDOC	0/0	0	View Clause

Page 1 of 1 (1-5 of 5 items) ⌂ < 1 > ✕

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
------------	-------------

Documents List

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

Document Name Name of the document uploaded for the LC.

Original The number of original documents uploaded for the selected document.

Copies The number of copies uploaded for the selected document.

Clause Displays the document clause mentioning the number of copies and other conditions.

More Information

Following fields appear if you click the **More Information** link.

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

Additional Conditions The description of further conditions of the documentary credit.

Field Name	Description
Documents to be presented within /beyond days after the date of shipment but within validity of this credit	<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 interface. 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
Advising Bank SWIFT ID	Displays the SWIFT ID and address of the Advising Bank.
Special Payment Conditions for Beneficiary	User can input special payment conditions applicable to the beneficiary, for example, post financing request/ conditions.

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

Field Description

Field Name	Description
Sr No	The serial number of the attached document record.
Document ID	Displays the unique identification number for the attached document. Displays the link to download the attached document.
Document Category	Displays the category of the document uploaded.
Document Type	Displays the type of the document uploaded.
Remarks	Displays the notes added, if any, for attaching the document.
Action	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
Drag and Drop	Click to browse and select the file to be uploaded.
Attached Document	The document uploaded.
Document Category	The category of the document uploaded.
Document Type	The type of the document to uploaded.
Remarks	The notes added, if any for attaching the document.
Choose File to attach	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.
Action	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, user information (Welcome, rcorp Checker), and navigation options (Initiate Amendment | Copy & Initiate). The LC details are as follows:

LC Reference No.	Product	LC Amount
000ELAC20076AENU ACTIVE	Export LC sight Non Revolving	£230,000.00

Date of Expiry: 16 Jun 2020

The 'Amendments' tab is active, displaying a table with the following data:

Amendment Number	Issue Date	Expiry Date	LC Amount	Status	View
1	16 Mar 2020	16 Jun 2020	£230,000.00	ACCEPTED	View

Page 1 of 1 (1 of 1 items)

Buttons: **Cancel** (dark grey), [Back](#) (blue)

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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 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

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
000ELAC20076AENU	Export LC sight Non Revolving	£200,000.00	16 Mar 2020

LC Details [Compare with Previous Values](#)

<p>51A Applicant Oracle Corp Address ORACGB2LOOO new tech park plot mo 23 Country GREAT BRITAIN Date of Application 31D Modified</p> <p>Date of Expiry 16 Jun 2020</p> <p>32B Modified LC Amount £230,000.00</p> <p>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</p>	<p>40A Type of Documentary Credit Revolving No Cumulative No Transferable No</p> <p>59 Beneficiary Name DEV Org Address DEVCGB2LOOO Gemini area no 21 Country GB 39C Modified Additional Amount Covered sdfdfaffd</p> <p>42C Drafts At</p>
---	--

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

<p>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</p>	<p>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</p>
--	---

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	View Clause
INSDOC	5/8	3	View Clause
INVDOC	4/8	6	View Clause
MARDOC	0/0	0	View Clause
OTHERDOC	0/0	0	View Clause

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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 [Initiate Bill](#)

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

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Attached Documents Back

Charges

Swift Messages

Advice

Banks

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Field Description

Field Name	Description
Initiate Bill	Displays the link to initiate a new Bill linked to the Export LC.
Negotiation Reference No.	Displays the negotiation reference number of the Export Bill. Displays the link to view the Export Bill details. Refer View Export Bill .
Negotiation Date	Displays the date on which the Bill is negotiated.
Status	Displays the status of the Bill.
Bill Amount	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' interface for 'GOODCARE PLC | ***165'. The LC Reference No. is PK2ELAC19081ASJV (ACTIVE) and the LC Amount is £123,455.00. The Date of Expiry is 20 Jun 2019. The 'Charges, Commissions & Taxes' section is active, displaying a table of charges:

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

Below the charges table, there are sections for Taxes, Commissions, and Swift Messages, all of which currently show 'No data to display.' At the bottom of the screen, there are 'Cancel' and 'Back' buttons.

Field Description

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

Field Name	Description
Description of Charges	Displays the reason/ narration of charges levied for various LC processes.
Date	Displays the date on which charges were levied.
Amount	Displays the amount charged for the process.
Taxes	
Description of Taxes	Displays the description taxes 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.
Commission	
Commission for	Displays the commission charges in terms of percentage for the issued LC.
Percentage	Displays the percentage of LC charged as commission.
Amount	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

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Cancel Back

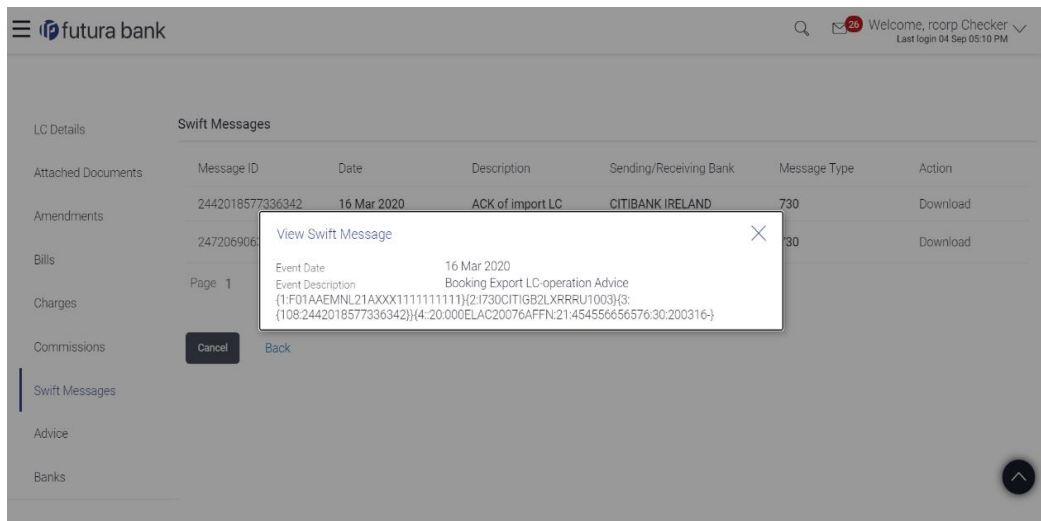
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Field Description

Field Name	Description
Message ID	Unique identification number for the message.
Date	Date of sending advice.
Description	The SWIFT message detailed description.
Sending/Receiving Bank	This displays the name of bank who has sent/received the message.
Message Type	This shows the type of message sent/received such as MT700, MT 707 etc.
Action	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
Event Date	Displays the event date.
Event Description	Displays the description of the event.
Description	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

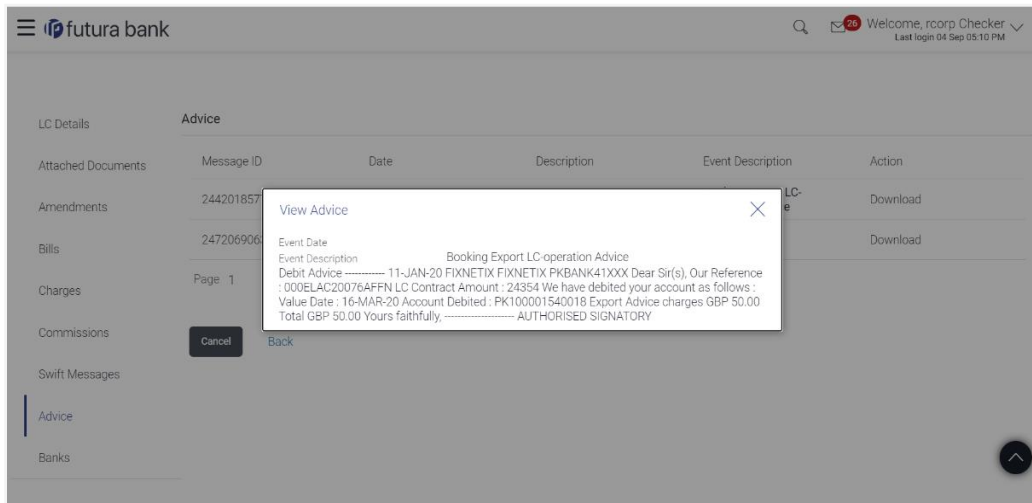
Message ID	Date	Description	Event Description	Action
2442018577344109		Debit Advice	Booking Export LC-operation Advice	Download
2472069063441294		Amendment of Export Credit	Amendment	Download

Field Description

Field Name	Description
Message ID	Unique identification number for the message.
Date	Date of sending advice.
Description	The detail description of advice.
Event Description	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
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.

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

View Export LC

LC Number 000ELAC200765001

View LC Details	Reimbursing Bank	Advise Through Bank
Amendments	Swift DATAGB0000X	Swift TR02GB0000X
Bills	Name OATS_AT1_BANK_GBP	Name 000_TRADE BANK
Attached Documents	Address DATATB0000X	Address TR02GB0000X
Charges	Country UK UNITED KINGDOM	Country LONDON UNITED KINGDOM
Swift Messages		
Advice		
Banks		

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Field Description

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

Field Name	Description
Advise Through Bank	
SWIFT	Displays the SWIFT Id of the Advise Through Bank.
Name	Displays the name of the Advise Through Bank.
Address	Displays the address of the Advise Through Bank.
Country	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](#)

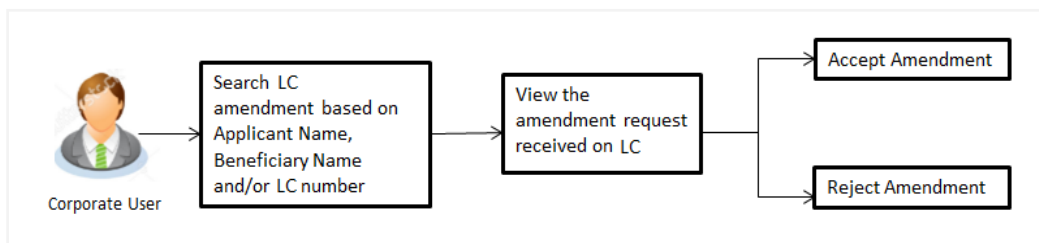
12. LC Customer Acceptance

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



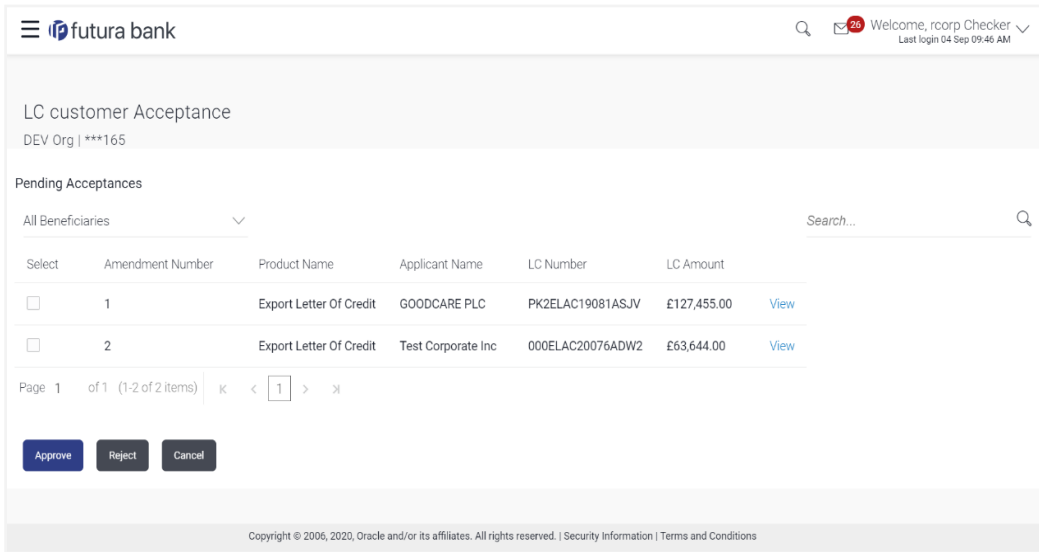
How to reach here:

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



LC customer Acceptance
DEV Org | ***165

Pending Acceptances

All Beneficiaries ▼ Search...

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	View
<input type="checkbox"/>	2	Export Letter Of Credit	Test Corporate Inc	000ELAC20076ADW2	£63,644.00	View

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[Approve](#) [Reject](#) [Cancel](#)

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Field Description

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

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

Field Name	Description
Search Result	
Amendment Number	The amendment number of the LC.
Product Name	The product of the LC for which amendment acceptance is required.
Applicant Name	The name of the LC applicant.
LC Number	The LC number against which amendment acceptance is required.
LC Amount	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	View Clause
INSDOC	6/8	4	View Clause
INVDOC	4/7	2	View Clause
MARDOC	6/9	3	View Clause
OTHERDOC	0/0	0	View Clause

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](#)

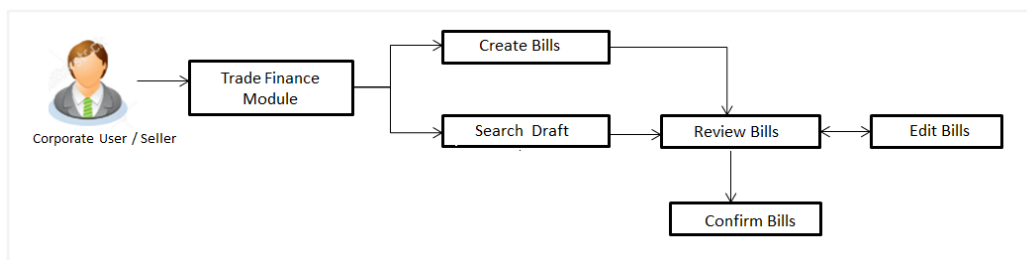
13. Initiate Bills

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

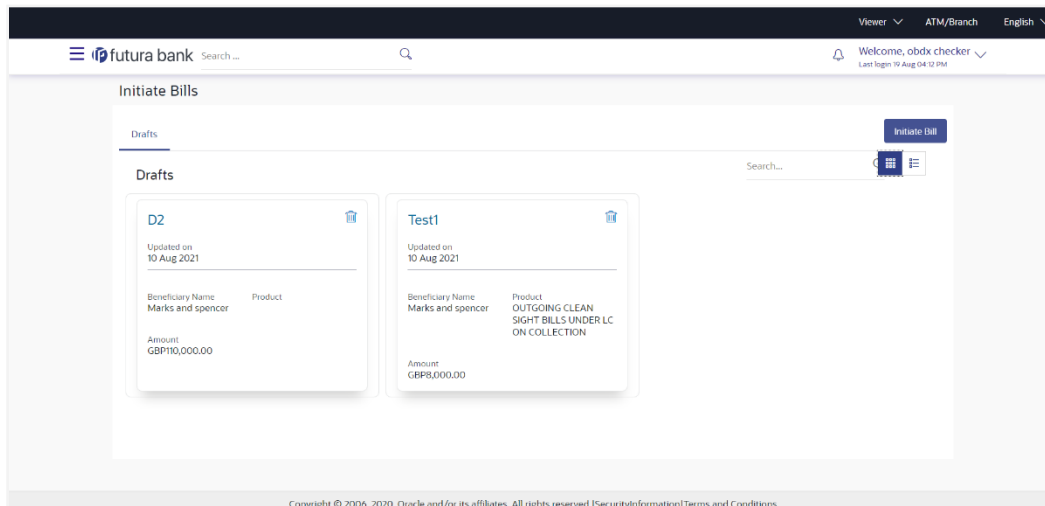
User can save Bills application as a Draft so that it can be used if required in future. User can search the saved Bill draft using Draft Name.

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



Field Description

Field Name	Description
Search Result	
Draft Name	The name of the Bill application saved as draft.
Updated On	The date on which the draft was saved.
Beneficiary Name	Displays the name of the beneficiary of the bill.
Product	Displays the product type as coming from Host.
Amount	Displays the bill amount.

- Click **Initiate Bills** to initiate the bill transaction.

OR

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

13.2 Initiate a Bill

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

There also an option to allow substitution of documents while initiating Bill. The user, who is the first beneficiary of Transferable LC, and has received a drawing under the transferred LC wishes to initiate a drawing under parent LC with substitution of the received documents.

To initiate a Bill:

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

Initiate Bills

Field Description

Field Name	Description
Party ID	The party ID of applying party.
Branch	The bank branch where the Bills contract is to be created.
Do you wish to substitute Documents	The option, whether to allow the substitution of documents under Transferred LC or not. The options are: <ul style="list-style-type: none"> • No • Yes
Lookup Import Bill Reference No.	The option to select import bill reference number, which is attached to the Bill. This field appears, if the user selects Yes option in Do you wish to substitute Documents field.

Field Name	Description
Parent Export LC No.	The parent export LC number, from which the user wishes to initiate a drawing with substitution of the received documents. This field appears, if the user selects Yes option in Do you wish to substitute Documents field.
Outstanding LC Amount	The outstanding LC amount. This field appears, if the user selects Yes option in Do you wish to substitute Documents field.
Lookup LC Reference	The option to select LC reference number, which is attached to the Bill. This field appears, if the user selects No option in Do you wish to substitute Documents field.
Exporter & Importer Details	
Exporter Name	The name of Exporter party.
Address	The address of Exporter party.
Country	The country of Exporter party.
Importer Name	The name of Importer party.
Address	The address of Importer party.
Country	The country of Importer party.
SWIFT Code	The SWIFT code of issuing Bank.
Issuing Bank Name	The name of Bank who acts on behalf of Drawee.
Address	The address of Issuing Bank.
Country	The name of Issuing Bank's country.
Customer Reference Number	The user provided customer reference number for the transaction.
Bank Reference Number	The user provided bank reference number for the transaction.

2. In the **Do you wish to substitute Documents** field, select the appropriate option.
3. If you select **Yes**;

- a. From the **Lookup Import Bill Reference No** list, select the appropriate import bill reference number.
OR
Click the **Advanced Lookup** link. The Advanced Lookup overlay screen appears.

Advanced Lookup

The screenshot shows the 'Advanced Lookup' overlay screen. It includes search filters for Bill Reference Number, Importer Name (GOODCARE PLC), Exporter Name, Bill Amount Range (All), and Bill Date Range. Below the filters are 'Apply', 'Cancel', and 'Reset' buttons. A 'List of Bills' table is displayed with columns for Bill Reference Number, Exporter Name, Importer Name, Release Against, Transaction Date, Bill Amount, and Status. The table contains three rows of data. At the bottom, there is a pagination control showing 'Page 1 of 1 (1-3) items' and a note: 'All authorized and on hold transactions are listed here. Others will be listed once approved. Please contact the bank for details.'

Bill Reference Number	Exporter Name	Importer Name	Release Against	Transaction Date	Bill Amount	Status
PK2TRNF21250001	NATIONAL FREIGHT CORP	GOODCARE PLC	INCOMING DOCUMENTARY USANCE BILLS UNDER LC ON ACCEPTANCE	05 May 2021	GBP20,000.00	ACTIVE
PK2ISLP21252501	NATIONAL FREIGHT CORP	GOODCARE PLC	INCOMING CLEAN SIGHT BILLS UNDER LC ON PAYMENT	05 May 2021	GBP1,000.00	LIQUIDATED
PK2ISL P211230001	MARKS AND SPENCER	GOODCARE PLC	INCOMING CLEAN SIGHT BILLS UNDER LC ON PAYMENT	05 May 2021	GBP33,000.00	LIQUIDATED

Field Description

Field Name	Description
Bill Reference No.	The import bill reference number, which is attached to the Bill.
Importer Name	The name of Importer party.
Exporter Name	The name of Exporter party.
Bill Amount Range	The Bill amount range.
Currency	The currency of the bill.
Bill Date Range	The bill start date and end date.
List of Bills	
Bill Reference Number	The import bill reference number.
Exporter Name	The name of Exporter party.
Importer Name	The name of Importer party.

Field Name	Description
Release Against	The LC against which the bill is released.
Transaction Date	The date of the transaction.
Bill Amount	The Bill amount.
Status	The status of the bill.

- i. Enter the filter criteria to search the bill.
 - ii. Click **Apply**. The **Advanced Lookup** screen appears with the search results.
OR
Click **Cancel** to cancel the transaction.
OR
Click **Clear** to clear the filter criteria.
 - iii. Click on the desired **Bill Reference Number** link.
4. Click **Verify**. The parent Export LC details appear.
OR
Click **Reset** to clear the search.
 5. In the **Do you wish to substitute Documents** field, if you select **No** option;
 - a. From the **Lookup Import Bill Reference No.** list, select the appropriate import bill reference number.
OR
Click the **Advanced Lookup** link. The **Advanced Lookup** overlay screen appears.

Advanced Lookup

Advanced Lookup

Importer Name

Exporter Name
GOODCARE PLC X

Status
Partial

LC Amount Range
All 80000 80000

Apply Cancel Reset

LC Number	Beneficiary Name	Issue Date	Date of Expiry	LC Status	LC Amount	Outstanding Amount
PKOFLAC11250002	GOODCARE PLC	05 May 2021	11 Nov 2021	ACTIVE	GBP80,000.00	GBP47,000.00

Page 1 of 1 (1 of 1 items)

Field Description

Field Name	Description
Importer Name	The name of Importer party.
Exporter Name	The name of Exporter party.
Status	The status of the LC.The options are:PartialFullUndrawn
Currency	The currency of the bill.
LC Amount Range	The LC amount range.
Search Results	
LC Number	The LC reference number.
Beneficiary Name	The name of the beneficiary of the LC.
Issue Date	The issue date of the LC.
Date of Expiry	The expiry date for the LC.
Exporter Name	The name of Exporter party.
Importer Name	The name of Importer party.
LC Status	The status of the LC.
LC Amount	The LC amount.
Outstanding Amount	The outstanding amount against LC.

- i. Enter the filter criteria to search the bill.
 - ii. Click **Apply**. The **Advanced Lookup** screen appears with the search results.
OR
Click **Cancel** to cancel the transaction.
OR
Click **Clear** to clear the filter criteria.
 - iii. Click on the desired **LC Number** link.
6. Click **Verify**. The exporter and importer details appear.
OR
Click **Reset** to clear the search.
 7. In the **Issuing Bank** field, enter SWIFT code of Issuing Bank.

8. Click **Verify** to verify the details.
The Issuing bank details appears.
OR
Click **Reset** to cancel entered details.
9. In the **Customer Reference Number** field, enter the user provided customer reference number.
10. In the **Bank Reference Number** field, enter the user provided bank reference number.
11. Click **Next** or click the **Bill Details** tab.
The **Bill Details** tab appears in the **Initiate Bills** screen.
OR
Click **Save As Draft**, 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 - Bill Details tab

This tab captures the bill details of the initiate Bills application process.

Initiate Bills – Bill Details tab

Initiate Bills
GOODCARE PLC | ***044

Bill Details

Payment Type
 Sight Usance Multi Tenor

Document Attached
 Yes (Documentary) No (Clean)

Select Product
Please Select

Tenor: 0 Base Date Description: Please Select Base Date: 27 Mar 2021

Bill Amount: GBP GBP10,000.00 Maturity Date: 27 Mar 2021

Selected Documents

Name of Document	Document Reference Number	Original(First Mail)	Copies(First Mail)	Original(Second Mail)	Copies(Second Mail)	Clause
<input checked="" type="checkbox"/> Air Way		0 / 0	0	0 / 0	0	View / Edit Clauses
<input checked="" type="checkbox"/> Insurance		0 / 0	0	0 / 0	0	View / Edit Clauses
<input checked="" type="checkbox"/> Invoice		0 / 0	0	0 / 0	0	View / Edit Clauses
<input checked="" type="checkbox"/> Sea Way		0 / 0	0	0 / 0	0	View / Edit Clauses
<input checked="" type="checkbox"/> OTHERDOC		0 / 0	0	0 / 0	0	View / Edit Clauses

Page 1 of 1 (1-5 of 5 items) | 1

Incoterms
Delivered Duty Paid (named place of des...)

Next Save as Draft Cancel Back

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Field Description

Field Name

Description

Payment Type

The type of payment associated with the Bill.

The options are:

- Sight
- Usance
- Multi Tenor

Document Attached

It asks user if any document is a part of Bill.

The options are:

- Yes (Documentary)
- No (Clean)

Field Name	Description
Select Product	Indicates the product type as coming from Host based on the input parameters (Payment/ LC linkage /Customer ID).

Below fields appear if the user selects **Sight** and **Usance** option in Payment Type field.

Tenor	The tenor of the Bill.
Base Date Description	This depicts the base code and its description . It describes what the chosen base date for application is.
Base Date	The date to be considered as base date for Bill application.
Bill Amount	The Bill amount.
Bill Currency	The base currency in which Bill is originated.
Maturity Date	The tenor added to the base date, when the Bill ceases to exist.


Below Tenor related fields appear if the user selects **Multi Tenor** option in **Payment Type** field.

Serial No.	The serial number of the tenor record.
Base Description	This depicts the base code and its description . It describes what the chosen base date for application is.
Base Date	The date to be considered as base date for Bill application.
Tenor Days	The tenor days of the Bill.
Transit Days	The transit days of the Bill.
Maturity Date	The tenor added to the base date, when the Bill ceases to exist.
Currency	The base currency in which Bill is originated.
Bill Amount	The Bill amount.
In Local Currency Equivalent	The Bill amount in local currency.

Below Document related fields appear if the user selects Yes (Documentary) option in Document Attached field.

Field Name	Description
Selected 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.
Name of Document	Name of the document to be sent along with the LC.
Document Reference Number	Reference number of the document.
Original (First Mail)	The required number of original documents required for the selected document from first mail. It is provided as m/n, where m out of n available documents would be submitted to bank.
Copies (First Mail)	The required number of copies required for the selected document from first mail.
Original (Second Mail)	The required number of original documents required for the selected document from second mail. It is provided as m/n, where m out of n available documents would be submitted to bank.
Copies (Second Mail)	The required number of copies required for the selected document from second mail.
Clause	The clauses maintained in the bank application for each of the document. A document can have multiple clauses.
View Clause	The link to view the clause maintained in the bank application for each of the document or to modify as per needs.
View Clause	<p>This section appears if you select a document and click the View Clause 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>
Selected	The clauses that you have selected from the Clause List. The selected clauses related documents are to be attached to the selected document.
Clause	The name of the clause.

Field Name	Description
Clause Description	The description and number of the selected clause.
Incoterm	Indicates the INCO terms for the LC application.

12. Select the appropriate option from **Payment Type** field.
13. Select the appropriate option from **Document Attached** field to confirm any documents a part of a Bill.
14. From the **Select Product** list, select the appropriate option.
15. If you select **Sight** and **Usance** option in Payment Type field;
 - a. From the **Base Date Description** list, select the appropriate option.
 - b. From the **Base Date** field, select the appropriate date.
 - c. In the **Bill Amount** field, enter the bill amount.
16. If you select **Multi Tenor** option in **Payment Type** field;
 - a. Click the **Add Tenor** link to add the tenor record.
 - b. From the **Base Date Description** list, select the appropriate option.
 - c. From the **Base Date** field, select the appropriate date.
 - d. In the **Tenor Days** field, enter the tenor days. The Maturity Date appears.
 - e. In the **Transit Days** field, enter the transit days.
 - f. In the **Bill Amount** field, enter the bill amount.
 - g. Click  to delete the record.
OR
Click the **Add Tenor** link to add the tenor record.
17. 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.
18. In the **Document Reference Number** field, enter the reference number of the document.
19. In the **Original (First Mail)/ (Second Mail)** fields, enter the number of originals required for the selected document.
20. In the **Copies (First Mail)/ (Second Mail)** fields, enter the number of copies required for the selected document.
21. 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.
22. From the **Incoterm** list, select the appropriate option.

23. Click **Next** to save the details entered and proceeds to next level of details.
 OR
 Click **Save As Draft**, system allows transaction details to be saved as draft.
 (For more details, refer Save As Draft section.)
 OR
 Click **Cancel** to cancel the transaction, The Dashboard appears.
 OR
 Click **Back** to go back to previous screen.

13.2.2 Initiate Bills – Goods & Shipment Details tab


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

Initiate Bills - Shipment Details tab

Field Description

Field Name	Description
Place of Taking in Charge/ Dispatch from	The place from where shipment will be done.
Port of Discharge/ Airport of Destination	The place where goods will be offloaded from ship.

Field Name	Description
Port of Loading/ Airport of Departure	The place of dispatch or loading on board of the goods.
Port of Discharge/ Airport of Destination	The port of discharge of goods.
Description of Goods & Services	
Section to add or remove the goods for shipment.	
Sr No	The serial number of goods.
Goods	The type of good being shipped has to be chosen.
Goods Description	The description of goods.
Quantity	The number of units of the goods
Cost/ Unit	The price per unit of the goods.
Gross Amount	The total price of the goods.
Special Instructions	The special instructions that is to be provided against the shipment.

15. In the **Place of Taking Charge/ Dispatch From** field, enter the name of the place where the goods are to be received.
16. In the **Port of Discharge/ Airport of Destination** field, enter the name of the place for delivery of goods.
17. In the **Port of Loading/ Airport of Departure** field, enter the place of dispatch or taking in charge of the goods or loading on board.
18. In the **Port of Discharge / Airport of Destination** field, enter the name of the place for delivery of goods.
19. In the **Description of Goods & Services** section,
 - a. From the **Goods** list, choose the desire goods being shipped.
 - b. In the **Goods Description** field, enter the description of the goods traded under the LC.
 - c. In the **Quantity** field, enter the number of units of the selected good.
 - d. In the **Cost/ 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. In the Special Instructions field, enter special instructions if any.

21. Click **Next** to save the details entered and proceeds to next level of details.
 OR
 Click **Save As Draft**, system allows transaction details to be saved as draft.
 (For more details, refer Save As Draft section.)
 OR
 Click **Cancel** to cancel the transaction, The Dashboard appears.
 OR
 Click **Back** to go back to previous screen.

13.2.3 Initiate Bills – Assignee Details tab

This tab includes the assignee information. This will come as maintained in the parent LC.

Assignee Details tab

The screenshot displays the 'Initiate Bills' page for 'GOODCARE PLC | ***044'. The left sidebar contains the following navigation items: LC Details, Bill Details, Assignee Details (selected), Goods & Shipment Details, Charges, and Attachments. The main content area shows the 'Assignee Details' tab with the following information:

Bill Amount: GBP60,000.00

Assignee Details:

Assignee Name	Assignee Amount
Trade Indiv 1	GBP6,000.00
Trade Indiv 2	GBP19,200.00

Additional details for Trade Indiv 1:

Address: 16, Fox Lane, Bliss Gate, United Kingdom
 Country: United Kingdom
 Assignee Account: xxxxxxxxxxxx1013

Buttons at the bottom: Next, Save as Draft, Cancel, Back.

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Field Description

Field Name	Description
Bill Amount	The Bill amount.
Assignee Details	
Assignee Name	The name of assignee.
Assignee Amount	The assignee amount.
Below fields appear if the user click the <u>View More</u> link.	
Address	The address of assignee.
Country	The country of assignee.
Assignee Account	The account number of the assignee.

22. Click **Next** to save the details entered and proceeds to next level of details.
OR
Click **Save As Draft**, system allows transaction details to be saved as draft.
(For more details, refer Save As Draft section.)
OR
Click **Cancel** to cancel the transaction, The Dashboard appears.
OR
Click **Back** to go back to previous screen.

13.2.4 Initiate Bills - Charges tab

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

Initiate Bills - Charges tab

Initiate Bills
GOODCARE PLC | ***044

Charges, Commissions & Taxes

Applicant Account for Charges
Please Select

Charges

Description of Charges	Amount
Swift Charges	\$ 400
LC Charges	\$ 200
Total Charges	\$11000

Taxes

Description of Taxes	Amount
Tax for Income	USD 210
Tax for SWIFT	USD 341
Total Taxes	USD 551

Commissions

Commission for	Percentage	Amount
LC Issuance Commission(Commitment)-Non periodic	0.77	USD 22
LC Issuance Commission(Commitment)-Non periodic	1	USD 73
Total Commission		USD 114

Note: Charges, Taxes and Commissions mentioned here are indicative values and are subject to change at the time of transaction.

Next Save as Draft Cancel Back

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Field Description

Field Name	Description
Applicant Account for Charges	The applicant charge account.
Balance	The balance in the applicant account.
Charges	
Description of Charges	The description of the charges.
Amount	The amount that is maintained under the charge.
Total Charges	The total amount that is maintained under the charge.
Taxes	
Description of Taxes	Displays the description charges applicable.

Field Name	Description
Amount	Displays the amount of taxes.
Total Charges	The total amount of taxes.
Commissions	
Commissions for	The commission component.
Percentage	The percentage of commission.
Amount	The commission amount.
Total Commissions	The total commissions.

23. From the **Applicant Account for Charges** list, select the applicant account.
24. Click **Next** to save the details entered and proceeds to next level of details.
OR
Click **Save As Draft**, system allows transaction details to be saved as draft.

(For more details, refer **Save As Draft** section.)
OR
Click **Cancel** to cancel the transaction, The Dashboard appears.
OR
Click **Back** to go back to previous screen.

13.2.5 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

The screenshot displays the 'Initiate Bills' page for user Gloria Rodrigues. The 'Attachments' tab is active, showing a file upload area with a 'Drop files here or click here to Add Files' button. A file named '210.txt' is listed with a 'Delete' button. Below the file list, there are dropdown menus for 'GUARANTEE' and 'Aadhar Card', and an 'Add Remarks' field. At the bottom, there are buttons for 'Submit', 'Save as Draft', 'Cancel', and 'Back'.

Field Description

Field Name	Description
Attachments	Click to browse and select the file to be uploaded or drag and drop the file to be uploaded. 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.

Documents List

Documents list have the list of documents.

Sr No	The serial number of the document attached record list.
Document	The uploaded document. Displays the link to view the attached document.
Document Category	The category of the document to be uploaded.
Document Type	The type of the document to be uploaded.
Add Remarks	Displays the notes added, if any, for attaching the document.

25. Click **Drop Files** to browse and select the required document present on your computer. The Attach Document popup window appears.
26. Select the required document present on your computer to upload.
27. From the **Document Category** select the appropriate option.
28. From the **Document Type** select the appropriate option.
29. In the **Add Remarks** field add notes for attaching documents.
30. Select and click **Delete** to remove the required attached document.
31. Select the **I accept the Terms and Conditions** check box to accept the Terms and Conditions.
32. Click **Submit**. The transaction is saved and the Review Bills screen appears. It displays all the sections with their respective fields with an option to edit them individually.
OR
Click **Save As Draft**, system allows transaction details to be saved as draft.
(For more details, refer Save As Draft section.)
OR
Click **Cancel** to cancel the transaction, The Dashboard appears.
OR
Click **Back** to go back to previous screen.
33. The success message initiation of Bills appears along with the reference number. Click **OK** to complete the transaction.

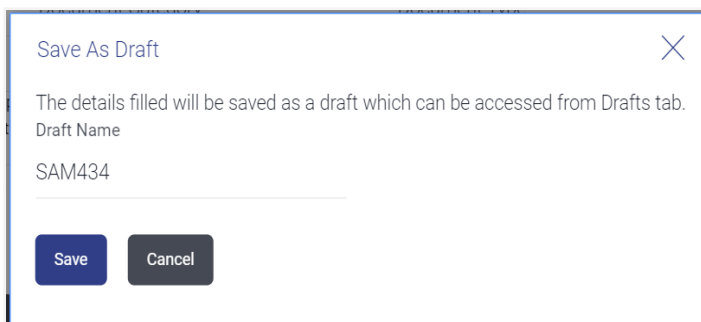
13.3 Save As Draft

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

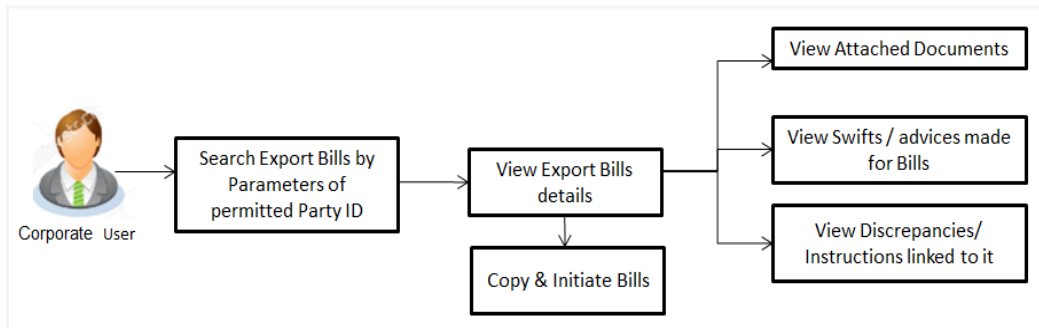
Using this option, you can search, view and download the details of the Export Bills presented under LC (Advised / Non - Advised by Bank).

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

The screenshot shows the 'View Export Bill' interface. At the top, there is a navigation bar with 'Viewer', 'ATM/Branch', 'English', and 'UBS 14.3 AT3 Branch'. Below this is the 'futura bank' logo and a user greeting: 'Welcome, OBDX Checker' with a last login time of '29 Apr 12:04 PM'. The main form area contains several input fields: 'Bill Reference Number', 'Status' (with a dropdown menu showing 'Please Select'), 'Exporter Name' (with a dropdown menu showing 'Please Select'), 'Importer Name', 'Bill Amount' (with 'From' and 'To' sub-fields), and 'Bill Date' (with 'From' and 'To' sub-fields and calendar icons). At the bottom of the form are three buttons: 'Search', 'Cancel', and 'Reset'. 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
Bill Reference Number	The name of Exporter party.
Exporter	The name of the Exporter under the Bill.
Importer	The name of party who is Importer.
Bill Amount From	The start of the Bill amount range used for searching the Bill.
Bill Amount To	The end of the Bill amount range used for searching the Bill.
Bill Date From	The start date of the Bill date range used for searching the Bill.
Bill Date To	The end date of the Bill date range used for searching the Bill.
Status	The current status of the Bill. The options are: <ul style="list-style-type: none"> • Active • Hold • Cancelled • Liquidated • Closed • Reversed

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 'GOODCARE PLC | ***044'. It includes a search filter section with the following fields:

- Bill Reference Number
- Exporter Name (with a dropdown for 'All Parties')
- Bill Amount Range (From/To)
- Status (Please Select)
- Importer Name
- Bill Date Range (From/To)

Below the filters is a table titled 'Bills Maturing' with a 'Download' link. The table has the following columns: Bill Reference Number, Importer Name, Export Name, Release Against, Transaction Date, Bill Amount, and Status. The data rows are 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

Page 1 of 8 (1-10 of 73 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
Bill Reference Number	The Bill reference number. Displays the link to view the Export Bill details.
Importer Name	The name of the Importer of the Export Bill.

Field Name	Description
Exporter Name	The name of the exporter of the Export Bill.
Release Against	The product name of the Export Bill.
Transaction Date	The transaction date of the Export Bill.
Bill Amount	The Export Bill amount.
Status	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 ACTIVE	000ELAC20076ACCJ ACTIVE	£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 LGIUGILGI 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
	Base Date Description	30
	After Customs Clearance of Goods	Base Date
	Maturity Date	16 Mar 2020
	15 Apr 2020	

Bill Amount Details

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

Goods & Shipment

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

Instruction

Remarks

Settle
Back

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Field Description

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

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

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

The screenshot shows the 'View Export Bill Under LC' interface for Futura Bank. The bill number is 000EAY1200762001. The 'Discrepancies' tab is active, showing a table with the following data:

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	

Navigation options include 'View Bill Details', 'Discrepancies' (selected), 'SWIFT Messages', and 'Advice'. A 'Cancel' button is visible below the table. The footer contains copyright information for Oracle and its affiliates.

Field Description

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

Field Name	Description
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.

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 for Futura Bank. The top navigation bar includes 'Viewer', 'ATM/Branch', and 'English'. The user is identified as 'Welcome, corp checker' with a last login time of '24 Nov 11:04 AM'. The bill details are as follows:

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

The 'SWIFT Messages' tab is active, displaying a table with the following data:

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

Navigation controls at the bottom of the table show 'Page 1 of 1 (1 of 1 items)' with left and right arrow buttons.

Field Description

Field Name	Description
Message ID	Unique identification number for the message.
Date	Date of sending advice.
Description	The SWIFT message detailed description.
Sending/Receiving Bank	This displays the name of bank who has sent/received the message
Message Type	This shows the type of message sent/received such as MT 740etc
Action	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. A popup window titled 'View Swift Message' is open, displaying 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 table has columns for Message ID, Message Type, and Action. A 'Download' link is visible next to the message ID 234203010.

Field Description

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

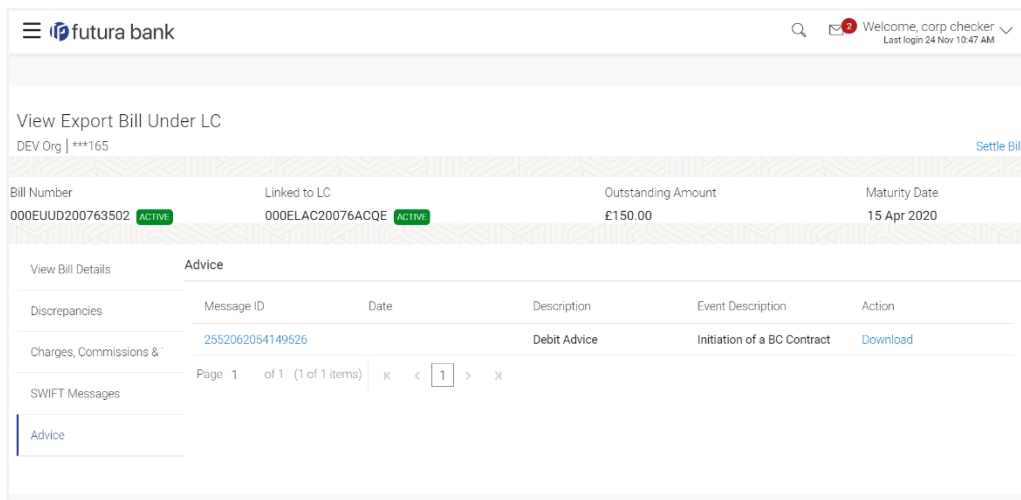
- a. Click  to close the window.

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.

- 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
Message ID	Unique identification number for the message.
Date	Date of sending advice.
Description	The detail description of advice.
Event Date	Displays the event date.
Action	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.

14.5.1 Advices 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.

- 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 ACTIVE	PK1ELCT200112502 ACTIVE	GBP100.00	10 Feb 2020

View Bill Details **Loans**

Discrepancies	Loan Account No	Loan Amount
	xxxxxxxxxxxx0022	GBP42,500.00

Charges & Taxes

SWIFT Messages

Advice

Loans

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Field Description

Field Name	Description
Loan Account No.	The linked loans account.
Loan Amount	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](#)

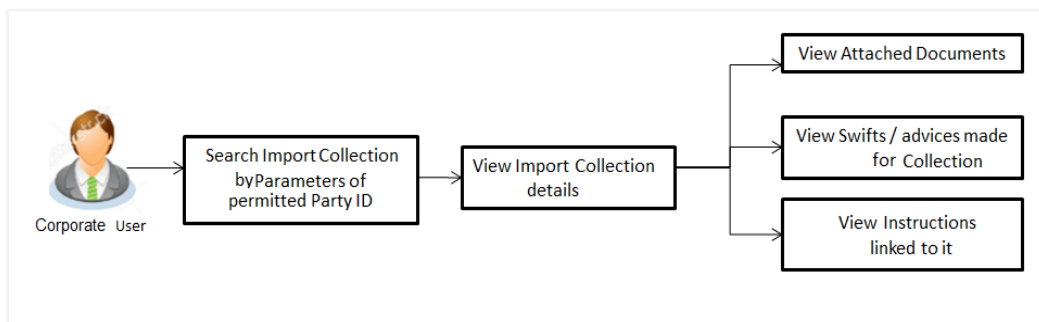
15. View Import Collection

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

Viewer ATM/Branch English

futura bank Welcome, Acme Corporation Checker Last login 24 Feb 06:03 PM

View Import Collection
GOODCARE PLC | ***044

Collection Reference Number:

Status:

Drawee:

Collection Amount:

Collection Issuing Date:

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Field Description

Field Name	Description
Collection Reference Number	The Import Collection reference number.
Status	The current status of the Collection. The options are: <ul style="list-style-type: none"> • Active • Hold • Cancelled • Liquidated • Closed • Reversed
Drawee	The name of drawee. He is the receiver of Collection.
Drawer	The name of the drawer under the Collection.
Collection Amount From	The start of the Collection amount range used for searching the Collection.
Collection Amount To	The end of the Collection amount range used for searching the Collection.
Collection Date From	The start date of the Collection date range used for searching the Collection.
Collection Date To	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
Collection Reference Number	The Collection reference number. Displays the link to view the Import Collection details.
Drawer	The name of the drawer of the Import Collection.
Drawee	The name of the drawee of the Import Collection.
Release Against	The product name of the Import Collection.
Transaction Date	The transaction date of the Import Collection.
Status	The status of the Import Collection.
Collection Amount	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 Active	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

Field Name	Description
Collection Number	The Import Collection number.
Outstanding Amount	The outstanding amount of the import collection.
Maturity Date	The maturity date of the import collection.
Drawer and Drawee Details	
Drawer Name	The name of the drawer of the Import Collection. He is the one who uploads Collection.
Address	The address of the drawer of the Import Collection.
Country	The country of the drawer of the Import Collection.
Customer Reference Number	The user provided customer reference number for the transaction.
Drawee Details	
Drawee Name	The name of person who is receiving Collection to be settled.
Address	The address of the drawee of the Import Collection.
Country	The country of the drawee of the Import Collection.
Bank Reference Number	The user provided bank reference number for the transaction.
Product Details	
Payment Type	The type of payment associated with the Collection. it can be: <ul style="list-style-type: none"> • Sight • Usance
Document Attached	It asks user if any documents a part of Collection. It can be: <ul style="list-style-type: none"> • Yes (Documentary) • No (Clean)
Product	The product of the Import Collection.

Field Name	Description
Tenor	The tenor of the Collection.
Base Date Description	It is the description of the chosen base date.
Base Date	The date to be considered as base date for Collection application. It is number of days for the tenor from the base date.
Maturity Date	The maturity date of the Import Collection.
Collection Amount Details	
Remitting Bank	The name of the remitting bank of the Import Collection.
Address	The address of the remitting bank of the Import Collection.
Country	The country of the remitting bank of the Import Collection.
Collection Amount	Displays the amount of the Import Collection.
Outstanding Amount	The outstanding amount of the Import Collection.
Settlement Date	The settlement date of the Import Collection.
Acceptance Date	The acceptance date of the Import Collection.
Goods & Shipment	
Shipment From	The Place of Receipt from where shipment will be done.
Shipment To	The place of delivery of goods.
Port of Loading	The place of dispatch of the goods or loading on board.
Port of Discharge	The port of discharge.
Goods	The type of Good which is sent and whose Collection is getting linked.
Goods	
Section to view the goods for shipment.	
Goods	The type of good being shipped has to be chosen.
Description of Goods	The description of goods.

Field Name	Description
Units	The number of units of the goods.
Price Per Unit	The price per unit of the goods.
Documents	
Document Name	Displays the lists of all the documents required to be represented.
Original (First Mail)	Displays the number “n” out of “m” original documents of the first mail that will be provided to bank.
Copies (First Mail)	Displays the number of copies of the first mail, that will be submitted as a set of documents.
Original (Second Mail)	Displays the number “n” out of “m” original documents of the second mail that will be provided to bank.
Copies (Second Mail)	Displays the number of copies of the first mail, that will be submitted as a set of documents.
View Clause	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.
Incoterm	Displays the INCO terms for the application..
Instructions	
	Any instructions provided to bank for creation of Collection is mentioned here.
Remarks	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

Commission for Displays the all commissions charged by bank.

Percentage Displays the percentage of collection charged as commission.

Amount 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' screen for 'futura bank'. At the top, there's a navigation bar with 'Viewer', 'ATM/Branch', and 'English'. Below that, a search bar and a welcome message for 'Acme Corporation Checker' are visible. The main content area is titled 'View Import collection' and shows a collection summary with fields: Collection Number (PK1YACR200111501), Outstanding Amount (GBP1,000.00), and Maturity Date (20 Apr 2020). Below this, there are tabs for 'View Collection Details' and 'SWIFT Messages'. The 'SWIFT Messages' tab is active, showing a table with columns: Message ID, Date, Description, Sending/Receiving Bank, Message Type, and Action. A single message is listed with Message ID PK1TF0G2001106K9, Description Acknowledgement Advice, and Sending/Receiving Bank PREETHIG. A 'Download' link is present in the Action column. At the bottom, there's a pagination control showing 'Page 1 of 1 (1 of 1 items)' and a footer with copyright information.

Field Description

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

Message ID Unique identification number for the message.

Date Date of sending advice.

Description The SWIFT message detailed description.

Field Name	Description
Sending/Receiving Bank	This displays the name of bank who has sent/received the message
Message Type	This shows the type of message sent/received such as MT 740etc
Action	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
Event Date	Displays the event date.
Event Description	Displays the description of the event.
Description	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

The screenshot displays the 'View Import Collection' interface. At the top, there's a navigation bar with 'futura bank' logo and user information: 'Welcome, OBDX Checker', 'Last login 29 Apr 05:22 PM'. Below the header, the page title is 'View Import Collection'. A collection number '000DOC1200761003' is shown. The main content area features a table with the following data:

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

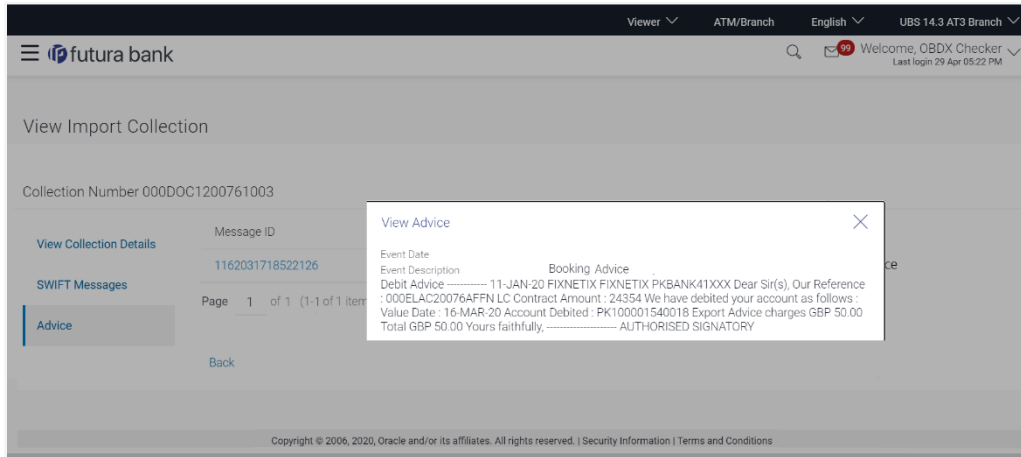
Page 1 of 1 (1-2 of 2 items)

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	Displays the description of the event.
Action	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
Event Date	Displays the event date.
Event Description	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](#)

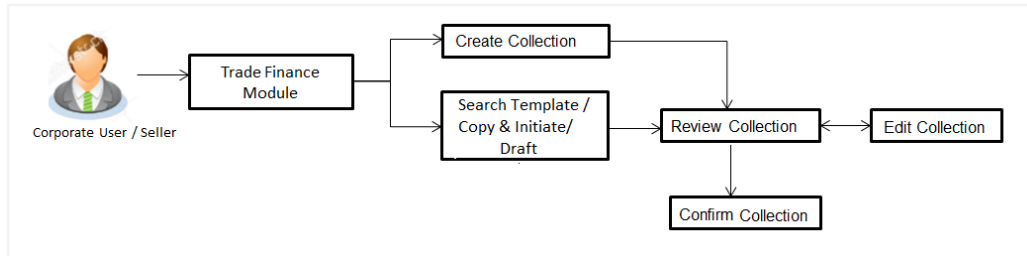
16. Initiate Collection

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' 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, Oracle maker' with a last login time of '30 Apr 03:15 PM'. The main content area is titled 'Initiate Collection' and contains a search bar with a magnifying glass icon. Below the search bar are three tabs: 'Templates', 'Copy & Initiate', and 'Drafts'. A table displays the search results with the following columns: Template Name, Beneficiary, Product, Created By, Last Updated, and Access Type. The table contains one row: Template 1, vaibhav, OBDX ESCC OUTGOING CLEAN SIGHT BILLS NOT UNDER LC ON COLLECTION, Oraclemaker, 30 Apr 2020, Private. Below the table is a pagination control showing 'Page 1 of 1 (1 of 1 items)' and a 'Cancel' button. 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
Search Result	
Template Name	The name using which template is stored and can be used to initiate a Collection application.
Beneficiary	The beneficiary name against whom Collection is to be created.
Product	The name of product selected for Collection.
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. The **Dashboard** appears.

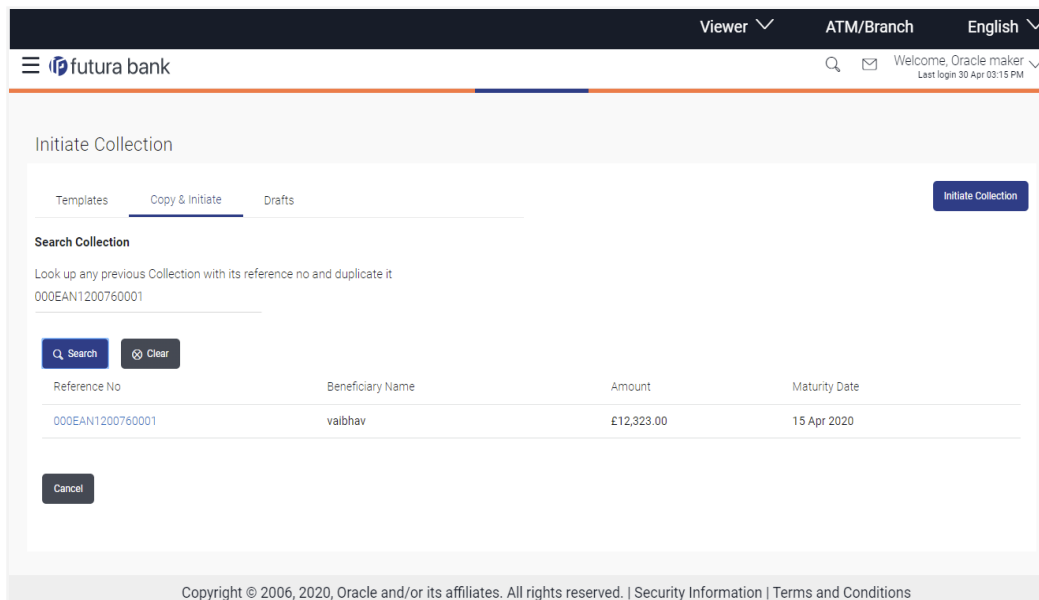
16.2 Copy and Initiate Collection

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 user is identified as 'Welcome, Oracle maker' with a last login time of '30 Apr 03:15 PM'. The main content area is titled 'Initiate Collection' and has three tabs: 'Templates', 'Copy & Initiate' (which is active), and 'Drafts'. A blue 'Initiate Collection' button is located in the top right corner of this section. Below the tabs, there is a 'Search Collection' section with the instruction: 'Look up any previous Collection with its reference no and duplicate it'. A search input field contains the reference number '000EAN1200760001'. Below the input field are 'Search' and 'Clear' buttons. A table displays the search results:

Reference No	Beneficiary Name	Amount	Maturity Date
000EAN1200760001	vaibhav	£12,323.00	15 Apr 2020

At the bottom left of the search results area, there is a 'Cancel' button. 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
Collection Reference Number	The existing Collection reference number which needs to be copied and similar one initiated.
Search Result	
Reference Number	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
Beneficiary Name	The name of the beneficiary of the Collection.
Amount	The amount for the Collection along with the currency in which it is originated.
Expiry Date	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

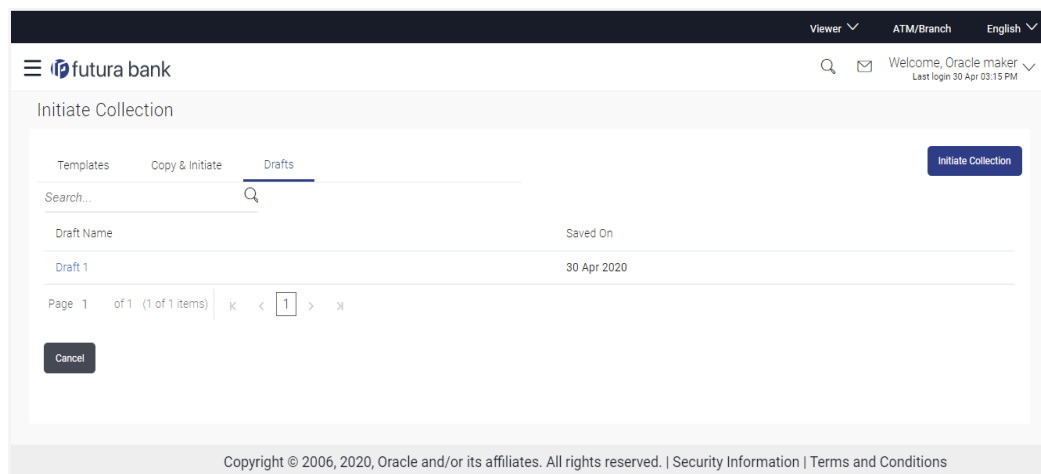
User can save Collection application as a Draft so that it can be used if required in future. User can search the saved Collection draft using Draft Name.

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 displays the 'Initiate Collection' screen for Futura Bank. At the top, there are navigation options for 'Viewer', 'ATM/Branch', and 'English'. The user is identified as 'Welcome, Oracle maker' with a last login of '30 Apr 03:15 PM'. The main content area has three tabs: 'Templates', 'Copy & Initiate', and 'Drafts'. A search bar is present with a magnifying glass icon. Below the search bar, a table lists draft entries. One entry is visible: 'Draft 1' with a 'Saved On' date of '30 Apr 2020'. At the bottom of 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

Field Name	Description
Search Result	
Draft Name	The name of the draft for Collection application saved.
Saved On	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...
Tenor 0 Base Date Description After date of Bill Of Exchange Base Date 16 Mar 2020
Maturity Date 16 Mar 2020
[Continue](#)

Collection Amount Details

Collecting Bank CITIGB2LB... CITI BANK CITIGB2LB... plot no 21 GB
[Reset](#)
Collection Amount USD \$23,000.00

Shipment Details
Instructions
Attachments

I accept the Terms & Conditions

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

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Field Description

Field Name	Description
Collection Details	
Party ID	The party ID of applying party.
Branch	The bank branch where the Collection contract is to be created.
Drawer Details	
Drawer Name	The name of applying party.

Field Name	Description
Address	The address of applying party.
Country	The country of applying party.
Application Date	Application date when Collection has to be initiated. It is the current date of the system/base branch.
Customer Reference Number	The user provided customer reference number for the transaction.
Drawee Details	
Drawee Name	The name of beneficiary party. This can be existing beneficiary maintained earlier or a new one.
Address	The address of beneficiary party.
Country	The country of beneficiary party.
Bank Reference Number	The user provided bank reference number for the transaction.
Product Details	
Select Payment Type	The type of payment associated with the Collection. The options are: <ul style="list-style-type: none"> • Sight • Usance
Document Attached	It asks user if any document is a part of Collection. The options are: <ul style="list-style-type: none"> • Yes (Documentary) • No (Clean)
Product	Indicates the product type as coming from Host based on the input parameters (Payment etc).
Collection Amount Details	
Collecting Bank	
SWIFT Code	The SWIFT code of issuing Bank.
Collecting Bank Name	The name of Bank who acts on behalf of Drawee.

Field Name	Description
Address	The address of Issuing Bank.
Country	The name of Issuing Bank's country.
Collection Amount	The Collection amount.
Collection Currency	The currency in which Collection will be done.
Tenor	The tenor of the Collection.
Base Date Description	This depicts the base code and its description. It describes what the chosen base date for application is.
Base Date	The date to be considered as base date for Collection application.
Maturity Date	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 for Futura Bank. The 'Shipment Details' tab is active. The form includes the following fields and values:

- 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 screen, 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
Shipment From	The Place of Receipt from where shipment will be done.

Field Name	Description
Shipment To	The place of delivery of goods.
Port of Loading	The place of dispatch or loading on board of the goods.
Port of Discharge	The port of discharge of goods.
Goods	
Section to add or remove the goods for shipment.	
Goods	The type of good being shipped has to be chosen.
Description of Goods	The description of goods.
Units	The number of units of the goods
Price Per Unit	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 for the 'Attachments' tab. At the top, there's a navigation menu with 'Attachments' selected. Below the menu, there's a table with the following data:

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.

There is a checkbox for 'I accept the Terms & Conditions' and a set of buttons: 'Initiate Collection', 'Save As', 'Cancel', and 'Back'.

Field Description

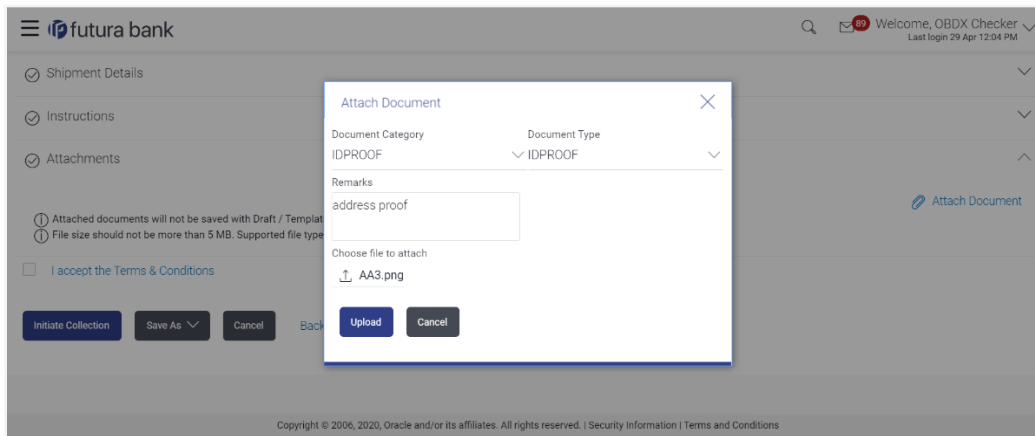
Field Name	Description
Documents List	
	Documents list have the list of documents.
Sr No	The serial number of the document attached record list.
Document ID	Displays the unique identification number for the attached document. Displays the link to view the attached document
Document Category	The category of the document to be uploaded.
Document Type	The type of the document to be uploaded.
Remarks	Displays the notes added, if any, for attaching the document.
Remove	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
Template Type	Indicates the type of access for the template. The options are: <ul style="list-style-type: none"> • 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 while initiating Collection and modify or delete such template.
Template Name	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.

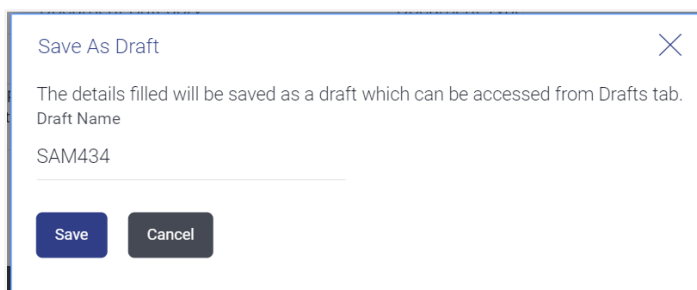
16.6 Save As Draft

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
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 or Template with an attached document.

[Home](#)

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

Field Description

Field Name	Description
Collection Reference Number	The collection reference number.
Available for Loan	Whether the collection is available for loan or not. The options are: <ul style="list-style-type: none"> • Yes • No
Drawee Name	The drawee name against whom collection is to be created.
Drawer Name	The name of the drawer.
Collection Amount Range	
All	The currency in which collection is to be settled.
From	The start of the amount range used for searching the collection.
To	The end of the amount range used for searching the collection.
Collection Maturity Date Range	The start date and end date on which the collection will gets matured.

Field Name	Description
Payment Type	The type of payment. The options are: <ul style="list-style-type: none"> 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. At the top, there's a search bar with 'GOODCARE PLC | ***044' and a 'Collection Settlement' section with tabs for 'Current and Savings Account', 'Loan', and 'Custom'. Below this is a table of collections:

Collection ID	Drawer Name	Maturity Date	Payment Type	Collection amount
PK2IAN1191261501	MARKS AND SPENCER	25 Jul 2021	USANCE	USD6,000.00
PK2IAN1191264002	MARKS AND SPENCER	25 Jul 2021	USANCE	GBP3,000.00
PK2IAN1191260502	MARKS AND SPENCER	25 Jul 2021	USANCE	GBP3,000.00
PK2IAN1191263501	MARKS AND SPENCER	25 Jul 2021	USANCE	GBP3,000.00

At the bottom, there's a summary bar showing 'Total Selected Collection' as 0 and 'Total Settlement Amount in Local Currency' as GBP0.00. There are also 'Submit', 'Cancel', and 'Back' buttons, and a note about validation.

Field Description

Field Name	Description
Select Collection	The option to select multiple collection to apply for the settlement.
Check Box (Account Selection)	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.
Collection Reference Number	The collection reference number.
Drawer Name	The name of the drawer.
Maturity Date	The date on which the collection will gets matured.
Payment Type	The type of payment. The options are: <ul style="list-style-type: none"> • Sight • Usance
Collection Amount	The collection amount.
Total Selected Collection	Displays the total number of collection selected for settlement.
Total Settlement Amount in Local Currency	Displays the total settlement amount in local currency.
Special Instructions	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
Select Collection	The option to select multiple collection to apply for the settlement.
Check Box (Account Selection)	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.
Collection Reference Number	The collection reference number.
Drawer Name	The name of the drawer.
Maturity Date	The date on which the collection will gets matured.

Field Name	Description
Payment Type	The type of payment. The options are: <ul style="list-style-type: none"> • Sight • Usance
Collection Amount	The collection amount.
Input Payment Details	
CASA Account / Loan Account	Option to select a CASA account or Loan account. <ul style="list-style-type: none"> • CASA Account: The user can select the CASA account that he wishes to use for settlement of collection. <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"> • 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.
Pay From	Source account from which the funds are to be transferred for settlement of collection.
Balance	Net balance in the selected source account.
Forward Deal Reference Number	The forward deal reference number for settlement of collection.
Total Selected Collection	Displays the total number of collection selected for settlement.
Total Settlement Amount in Local Currency	Displays the total settlement amount in local currency.
Special Instructions	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
------------	-------------

Select Collection	The option to select multiple collection to apply for the settlement.
--------------------------	---

Collection Reference Number	The collection reference number.
------------------------------------	----------------------------------

Drawer Name	The name of the drawer.
--------------------	-------------------------

Payment Type	The type of payment.
---------------------	----------------------

The options are:

- Sight
- Usance

Field Name	Description
Maturity Date	The date on which the collection will gets matured.
Collection Amount	The collection amount.
Outstanding Collection Amount	Displays the outstanding Collection Amount for settlement.
Outstanding Collection Amount in Local Currency	Displays the outstanding Collection amount in local currency.
Available for Loan	Whether the collection is available for loan or not. The options are: <ul style="list-style-type: none"> • Yes • No
Total Selected Collection	Displays the total number of collection selected for settlement.
Total Settlement Amount in Local Currency	Displays the total settlement amount in local currency.
Pay From	Source account from which the funds are to be transferred for settlement of collection.
Balance	Net balance in the selected source account.
Special Instructions	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) K < 1 2 3 4 5 6 > X

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
------------	-------------

Select Collection	The option to select multiple collection to apply for the settlement.
--------------------------	---

Collection Reference Number	The collection reference number.
------------------------------------	----------------------------------

Drawer Name	The name of the drawer.
--------------------	-------------------------

Field Name	Description
Payment Type	The type of payment. The options are: <ul style="list-style-type: none"> • Sight • Usance
Maturity Date	The date on which the collection will gets matured.
Collection Amount	The collection amount.
Outstanding Collection Amount	Displays the outstanding Collection Amount for settlement.
Outstanding Collection Amount in Local Currency	Displays the outstanding Collection amount in local currency.
Available for Loan	Whether the collection is available for loan or not. The options are: <ul style="list-style-type: none"> • Yes • No
Total Selected Collection	Displays the total number of collection selected for settlement.
Total Settlement Amount in Local Currency	Displays the total settlement amount in local currency.
Apply for Loans	Select this option to apply for loan.
Special Instructions	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 interface for 'View Export Collection' on the Futura Bank portal. The header includes the bank logo, user name 'Welcome, OBDX Checker', and last login time '29 Apr 05:22 PM'. The form contains several input fields: 'Collection Reference Number' (text), 'Drawer' (dropdown), 'Drawee' (text), 'Collection Amount' (range with 'From' and 'To' inputs), and 'Collection Issuing Date' (range with 'From' and 'To' inputs and calendar icons). A 'Status' dropdown is set to 'Please Select'. 'Search' and 'Reset' buttons are at the bottom left. A copyright notice is at the bottom: 'Copyright © 2006, 2020, Oracle and/or its affiliates. All rights reserved. | Security Information | Terms and Conditions'.

Field Description

Field Name	Description
Collection Reference Number	The name of beneficiary party.
Drawer	The name of the drawer under the Collection.
Drawee	The name of party who is drawee of the Collection.
Collection Amount From	The start of the Collection amount range used for searching the Collection.
Collection Amount To	The end of the Collection amount range used for searching the Collection.
Collection Issuing Date From	The start date of the Collection date range used for searching the Collection.
Collection Issuing Date To	The end date of the Collection date range used for searching the Collection.

Field Name	Description
Status	<p>The current status of the Collection.</p> <p>The options are:</p> <ul style="list-style-type: none">• Active• Hold• Cancelled• Liquidated• Closed• Reversed

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
All Parties

Collection Amount
All From To

Status
Please Select

Drawee

Collection Issuing Date
From To

Search
Reset

[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

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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
Collection Reference Number	The Collection reference number. Displays the link to view the Export Collection details.
Drawee	The name of the drawee of the Export Collection.
Drawer	The name of the drawer of the Export Collection.
Release Against	The product name of the Export Collection.
Transaction Date	The transaction date of the Export Collection.

Field Name	Description
Status	<p>The current status of the Collection.</p> <p>The options are:</p> <ul style="list-style-type: none"> • Active • Hold • Cancelled • Liquidated • Closed • Reversed
Collection Amount	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.

View Collection Details

View Export collection

Collection Number	Outstanding Amount	Maturity Date
PK1ESCP200112001 ACTIVE	GBP1,000.00	11 Jan 2020

Drawer & Drawee Details

Drawer Name	Drawee Name
PREETHI5	FIXNETIX
Address	Address
PKBANK31XXX	PKBANK41XXX
Country	Country
GREAT BRITAIN	GREAT BRITAIN
Application Date	Bank Reference Number
11 Jan 2020	
Customer Reference Number	
DSGDF	

Product Details

Payment Type	Document Attached
SIGHT	Yes
Product	Tenor
OUTGOING DOCUMENTARY SIGHT BILLS	0
NOT UNDER LC ON PURCHASE	Base Date
Base Date Description	11 Jan 2020
Maturity Date	
11 Jan 2020	

Collection Amount Details

Collecting Bank	Collection Amount
Address	GBP1,000.00

Goods & Shipment

Shipment From	Shipment To
Port of Loading	Port of Discharge
Goods	

Goods	Description of Goods	Units	Price Per Unit
No data to display.			

Documents

Document Name	Original (First Mail)	Copies (First Mail)	Original (Second Mail)	Copies (Second Mail)	View Clause
Air way Bill Docs		0		0	View Clause
Air Way		0		0	View Clause
Bill of Lading		0		0	View Clause
Insurance		0		0	View Clause
Invoice		0		0	View Clause

Page 1 of 2 (1-5 of 7 items) | < 1 2 > | ✕

Instruction

Remarks

[Back](#)

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Field Description

Field Name	Description
Collection Number	The export Collection number.
Outstanding Amount	The outstanding amount of the export collection.
Maturity Date	The maturity date of the export collection.

Field Name	Description
Drawer and Drawee Details	
Drawer Name	The name of the drawer of the Export Collection. He is the creator of Collection.
Address	The address of the drawer of the Export Collection.
Country	The country of the drawer of the Export Collection.
Application Date	The date of application of the Export Collection.
Customer Reference Number	The user provided customer reference number for the transaction.
Drawee Details	
Drawee Name	The name of the drawee of Collection.
Address	The address of the drawee of the Export Collection.
Country	The country of the drawee of the Export Collection.
Bank Reference Number	The user provided bank reference number for the transaction.
Product Details	
Payment Type	The type of payment associated with the Collection. it can be: <ul style="list-style-type: none"> • Sight • Usance
Document Attached	It asks user if documents are a part of Collection. It can be: <ul style="list-style-type: none"> • Yes (Documentary) • No (Clean)
Product	The product of the Export Collection.
Tenor	The tenor of the Collection.
Base Date Description	This depicts the base code and its description as fetched from host. It describes what the chosen base date for application is.

Field Name	Description
Base Date	The date to be considered as base date for Collection application.
Maturity Date	The maturity date of the Export Collection. It is number of days for the tenor from the base date.
Collection Amount Details	
Collecting Bank	The name of the collecting bank.
Address	The address of collecting Bank.
Country	The name of collecting Bank's country.
Collection Amount	The Collection amount with base currency in which Collection is originated.
Goods and Shipment	
Shipment From	The place from where shipment will be done.
Shipment To	The place of delivery of goods.
Port of Loading	The place of dispatch or loading on board of the goods.
Port of Discharge	The port of discharge of goods.
Goods	
Section to add or remove the goods for shipment.	
Sr No	The serial no of different goods.
Goods	The type of good being shipped has to be chosen.
Description of Goods	The description of goods.
Units	The number of units of the goods.
Price Per Unit	The price per unit of the goods.
Instructions	
Remarks	Any instructions provided to bank is mentioned here.

- 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 the navigation, 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

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.
---------------	---------------------------------

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

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 collection charged as commission.
-------------------	--

Amount	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 are navigation options for 'Viewer', 'ATM/Branch', and 'English'. The main header includes the 'futura bank' logo and a user welcome message: 'Welcome, Acme Corporation Checker' with the last login time 'Last login 25 Feb 03:33 PM'. Below this, the 'View Export collection' section shows a collection summary:

Collection Number	Outstanding Amount	Maturity Date
PK10CNI200110001 ACTIVE	GBP1,000.00	11 Jan 2020

Below the summary, the 'SWIFT Messages' tab is active, showing a table of messages:

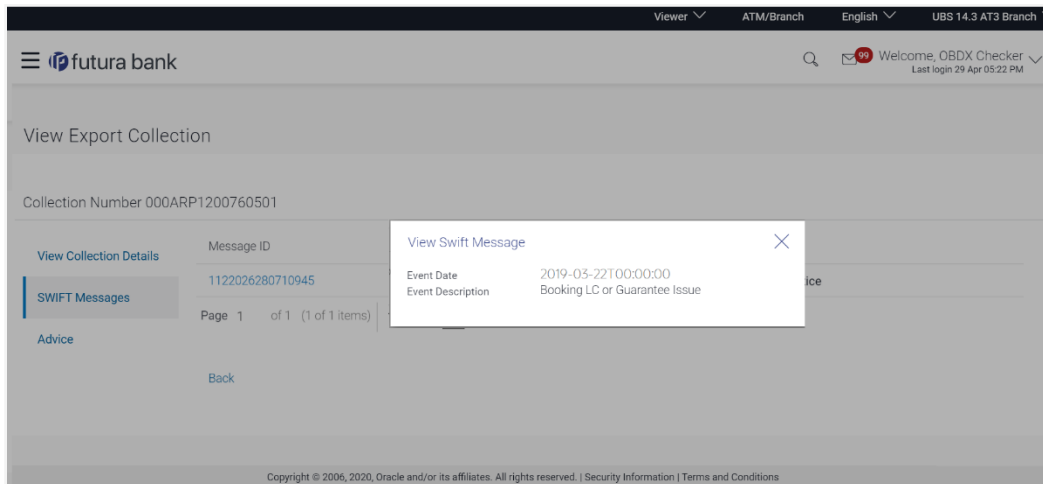
Charges & Taxes	Message ID	Date	Description	Sending/Receiving Bank	Message Type	Action
SWIFT Messages	2732047160476639	11 Jan 2020	Acknowledgement	PREETHI9	768	Download

At the bottom of the table, there is a pagination control: 'Page 1 of 1 (1 of 1 items)' with navigation arrows and a box containing the number '1'. 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
Message ID	Unique identification number for the message.
Date	Date of sending advice.
Description	The SWIFT message detailed description.
Sending/ Receiving Bank	This displays the name of bank who has sent/received the message.
Message Type	This shows the type of message sent/received such as MT 700, MT 707 etc.
Action	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
Event Date	Displays the event date.
Event Description	Displays the description of the event.

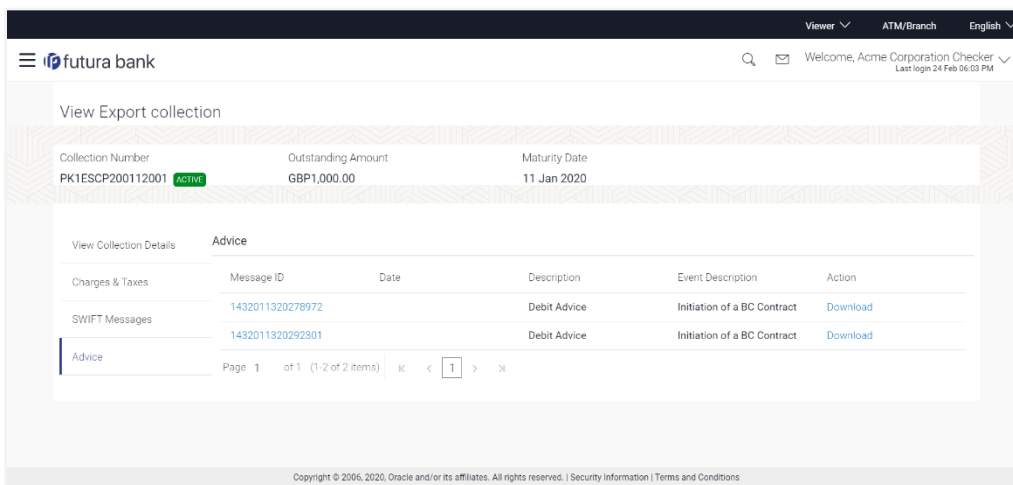
Field Name	Description
Description	The details of the SWIFT message.

- 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 ACTIVE	GBP1,000.00	11 Jan 2020

Message ID	Date	Description	Event Description	Action
1432011320276972		Debit Advice	Initiation of a BC Contract	Download
1432011320292801		Debit Advice	Initiation of a BC Contract	Download

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

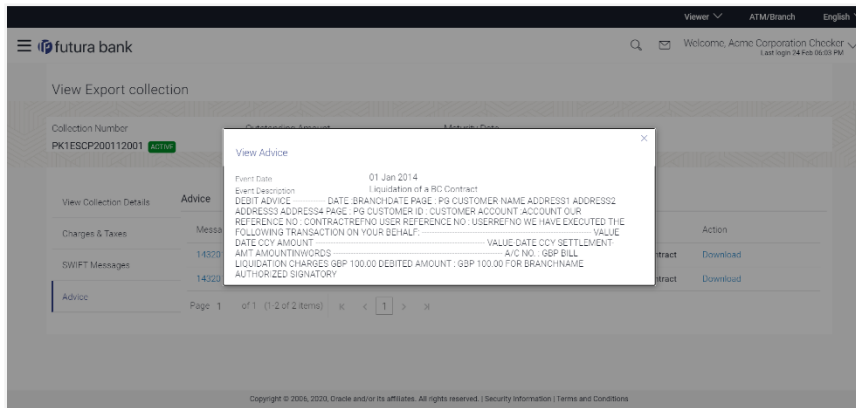
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Field Description

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

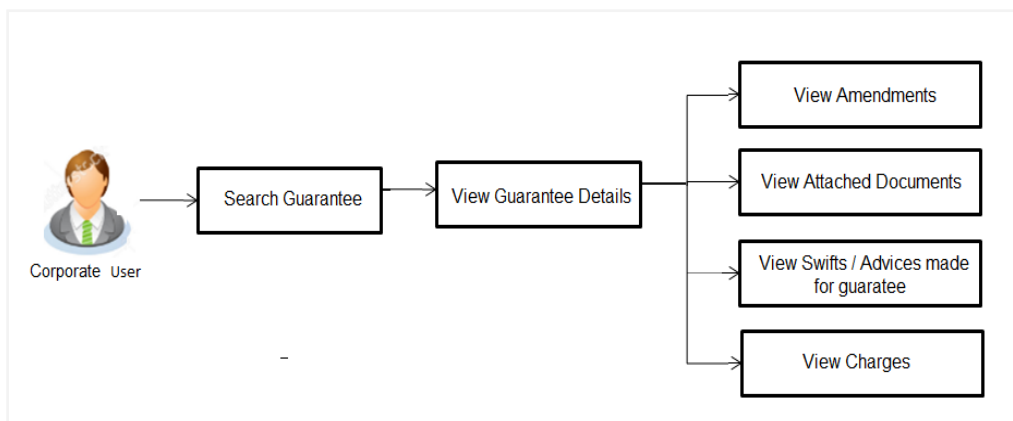
A guarantee from a lending institution ensures that the liabilities of a debtor will be met. In other words, if the applicant fails to fulfill a commitment, the lending institution will cover it. A Bank Guarantee enables user to show more credibility while doing business.

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

The screenshot displays the 'View Inward Guarantee' search page for 'GOODCARE PLC | ***044'. It features a table of 'List of Recently Issued Inward Guarantee' and a 'Filter' panel on the right.

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

The 'Filter' panel includes the following fields:

- Applicant Name: Sunrise Coffee
- Inward Guarantee Status: Active
- Issuing Bank: Demo Bank
- Issuing Bank Reference No.: 546565
- Undertaking Amount: All (From: , To:)
- Issue Date: 01 Feb 2021 (From) to 31 Mar 2021 (To)
- Expiry Date: 03 Feb 2021 (From) to 31 Mar 2021 (To)

Buttons: Apply, Cancel, Clear

Field Description

Field Name	Description
Applicant Name	This is the name of corporate who has made the Inward guarantee in favour of Beneficiary.
Inward Guarantee Status	The current status of the Inward Guarantee. The options are: <ul style="list-style-type: none"> • Active • Hold • Cancelled • Reversed • Closed
Issuing Bank	The name of the bank that have issued the guarantee.
Issuing Bank Reference Number	The reference number of the issuing bank.
Undertaking Amount From	The start of the amount range used for searching the Inward Guarantee.
Undertaking Amount To	The end of the amount range used for searching the Inward Guarantee.
Issue Date	The issue date range of the Inward Guarantee.

Field Name	Description
Expiry Date	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	SADFSDGSDFG	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

Page 1 of 23 (1-8 of 183 items) | < 1 2 3 4 5 ... 23 > X

ⓘ 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
Guarantee Number	The Inward Guarantee number. Displays the link to view details of the Inward Guarantee.
Applicant Name	Displays the name of the applicant who has made the Inward guarantee in favour of Beneficiary.
Beneficiary Name	Displays the name of beneficiary i.e. the name of customer for whom the guarantee was taken.
Issue Date	Displays the date on which the Guarantee was issued.
Issuing Bank	The name of the bank that have issued the guarantee.
Issuing Bank Reference Number	The reference number of the issuing bank.
Date Of Expiry	Displays the date on which the Guarantee will get expired.

Field Name	Description
Status	Displays the current status of the Inward Guarantee. The status could be: <ul style="list-style-type: none"> • Active • Hold • Cancelled • Reversed • Closed
Guarantee Amount	Displays the amount for which Guarantee is booked.
Outstanding Amount	Displays the undrawn amount of the Inward Guarantee.
Claims	Displays the amount utilized under the guarantee.
Claim	The below fields displayed when user clicks on Claim number below Claim column.
Claim Number	Displays the claim number.
Date	Displays the date of the claim.
Description	Displays the description about claim.
Amount	Displays the claim amount.

- 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.
- 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 ACTIVE	Guarantee Advising	GBP22,000.00	08 May 2020

View Guarantee Details

View Guarantee Details

Amendments	50 Applicant Name FIXNETIX	59A 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	51 Instructing Party	56A Issuing Bank Swift Code PREETHI9 GB
		57A Advising Through Bank
		72Z Sender to Receiver Information

Product Details

Product
Guarantee Advising
Type of Guarantee
[View claims](#)

Commitment Details

Applicant Contract Reference No	32B Undertaking Amount GBP22,000.00 Effective Date 11 Jan 2020
39D Additional Amount Information	48D Transfer Indicator No
71D Charges	45L Underlying Transaction Details
44H Governing Law and/or Place of Jurisdiction	46B 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

23B Expiry Type Fixed	23B Guarantee Expiry Date 10 Apr 2020 Closure Date 08 May 2020
23F Automatic Extension Period	26E Automatic Extension Notification Period
78 Automatic Extension Non-Extension Notification	31S Automatic Extension Final Expiry Date

Remarks

Delivery Details

24E Delivery of Original Undertaking	24G Delivery To/Collection by
--	---

[Back](#)

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Field Description

Field Name	Description
Guarantee Number	The Inward Guarantee number.
Product	Displays the product type as coming from Host.
Contract Amount	The contract amount of the Inward Guarantee.
Maturity Date	The maturity date of the Inward Guarantee.
Applicant Name	Displays the name of applying party.
Address	Displays the address of applying party.
Country	Displays the country of applying party.
Date of Application	Displays the date when guarantee has been initiated.
Beneficiary Name	Displays the name of beneficiary party.
Address	Displays the address of beneficiary party.
Country	Displays the country of beneficiary party.
Instructing Party	Displays the name of the obligator or instructing party
Issuing Bank Details	
SWIFT Code	Displays the SWIFT code of Drawee Bank.
Drawee Bank Name	Displays the name of Bank who acts on behalf of Drawee.
Address	Displays the address of Drawee Bank.
Country	Displays the name of issuing Bank's country.
Product Details	
Product	Displays the product type as coming from Host.
Guarantee Advising	
Type of Guarantee	Displays the various guarantee types to choose from.
Advising Through Bank	Displays the advise through bank.

Field Name	Description
Sender to Receiver Bank	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.
Commitment Details	
Applicant Contract Ref No	Displays an applicant's reference number of the Inward Guarantee.
Undertaking Amount	Displays the currency and amount of the Inward Guarantee application.
Effective Date	Displays the effective date of the Inward Guarantee
Additional Amount information	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.
Transfer Indicator	Displays the whether the multiple or partial demands are permissible for the Inward guarantee.
Charges	Displays the details charges, and who will bear it for the Inward guarantee.
Underlying Transaction Details	Displays the details of the underlying business transactions for which undertaking is issued.
Governing Law and/or Place of Jurisdiction	The details of the Governing Law and/or Place of Jurisdiction applicable to the undertaking.
Demand indicator	Displays the details of whether the multiple or partial demands are permissible while initiating Inward guarantee or not.
Presentation Documents And Undertaking Terms and Conditions	
This section includes the documents and undertaking terms and conditions present in the Inward Guarantee application.	
Undertaking Terms and Condition	Displays the details of applicable terms and condition of the undertaking.
Document and Presentation Instruction	Displays the details of the document and presentation instructions present in the Outward Guarantee.

Field Name	Description
Expiry and Extension Instructions	
This section includes the expiry condition and extension applicable for the Inward Guarantee application.	
Expiry Type	Displays the type of validity applicable to the Inward Guarantee.
Guarantee Expiry Date	Displays the expiry date of the Inward Guarantee.
Closure Date	Displays the closing date of the Inward Guarantee. The closure date must be after expiry date of the Inward Guarantee.
Automatic Extension Period	Displays the period after which automatic extension is given to the Inward Guarantee.
Automatic Extension Non-Extension Notification	Displays the notification given for non-extension of automatic extension while creating Inward Guarantee.
Automatic Extension Notification Period	Displays the period after which notification given for non-extension of automatic extension while creating Inward Guarantee.
Automatic Extension Final Expiry Date	Displays the date after which validity of automatic extension to the Inward Guarantee expires.
Remarks	Displays the instruction which is provided by bank to user to be taken care of while viewing Guarantee and for his information.
Delivery Details	
This section includes the details of the delivery of the inward Guarantee.	
Delivery Of Original Undertaking	Displays the details of delivery of the original undertaking will be done.
Delivery To/ Collection by	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, user name 'Welcome, OBDX Checker', and last login time 'Last login 29 Apr 05:22 PM'. The main content area displays the guarantee number '000GUAD200765501' and a table of amendments. The table has columns for Amendment Number, Issue Date, Expiry Date, New Guarantee Amount, and Status. One amendment is listed with number 1, issue date 16 Mar 2020, expiry date 21 Aug 2020, amount £5,321.00, and status ACCEPTED. Below the table are sections for Attached Documents, Charges, Swift Messages, and Advices. A 'Back' link is visible under the Charges section. The footer contains copyright information for Oracle.

Amendment Number	Issue Date	Expiry Date	New Guarantee Amount	Status
1	16 Mar 2020	21 Aug 2020	£5,321.00	ACCEPTED

Field Description

Field Name	Description
Amendment No.	Displays the amendment number of the Inward Guarantee. Displays the link to view details of the Inward Guarantee amendment.
Issue Date	Displays the issue date of the Inward Guarantee.
New Expiry Date	Displays the modified expiry date of the Inward Guarantee.
New Inward Guarantee amount	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

The screenshot shows the 'View Inward Guarantee' screen in the Futura Bank app. The 'Attached Documents' tab is selected. The screen displays the following information:

- Guarantee Number: 000GUAD200765501
- Document List:

Sr No	Document Id	Document Category	Document Type	Remarks
1	3.IPM_***13	IDPROOF	IDPROOF	Adhar card
- Buttons: Submit, Back
- 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.
- Footer: Copyright © 2006, 2020, Oracle and/or its affiliates. All rights reserved. | Security Information | Terms and Conditions

Field Description

Field Name	Description
Sr No	The serial number of the attached document records.
Document Id	Displays the unique identification number for the attached document. Displays the link to download the attached document.
Document Category	Displays the category of the document uploaded.

Field Name	Description
Document Type	Displays the type of the document uploaded.
Remarks	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 shows the 'View Inward Guarantee' screen for a FIXNETIX | ***154 account. The main header displays 'View Inward Guarantee' and the account ID. Below this, a summary table shows the Guarantee Number (PK1GUAD200114011), Product (Guarantee Advising), Contract Amount (GBP22,000.00), and Maturity Date (08 May 2020). The 'ACTIVE' status is indicated by a green tag.

The 'Charges, Commissions & Taxes' tab is selected, displaying a table of charges. The table has columns for Account No, Description of Charges, Date, and Amount. Two charges are listed for the account number xxxxxxxxxxxx0017, both dated 11 Jan 2020 and amounting to GBP50.00. The description for both is 'Export Advice charges'.

Below the charges table, there are sections for 'Taxes' (No data to display), 'Commissions' (No data to display), and a 'Back' button.

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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.
Commissions	
Commission for	Displays the all commissions charged by bank.
Percentage	Displays the percentage of Guarantee amount charged as commission.
Amount	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 navigation bar with the Fura logo and user information: "Welcome, Acme Corporation Checker" and "Last login 25 Feb 11:35 AM". Below this, the main content area is titled "View Inward Guarantee" and includes the FIXNETIX ID: "***154".

Key details displayed include:

- Guarantee Number: PK1GUAD200114011 (ACTIVE)
- Product: Guarantee Advising
- Contract Amount: GBP22,000.00
- Maturity Date: 08 May 2020

The "Swift Messages" tab is active, showing a table 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	Download

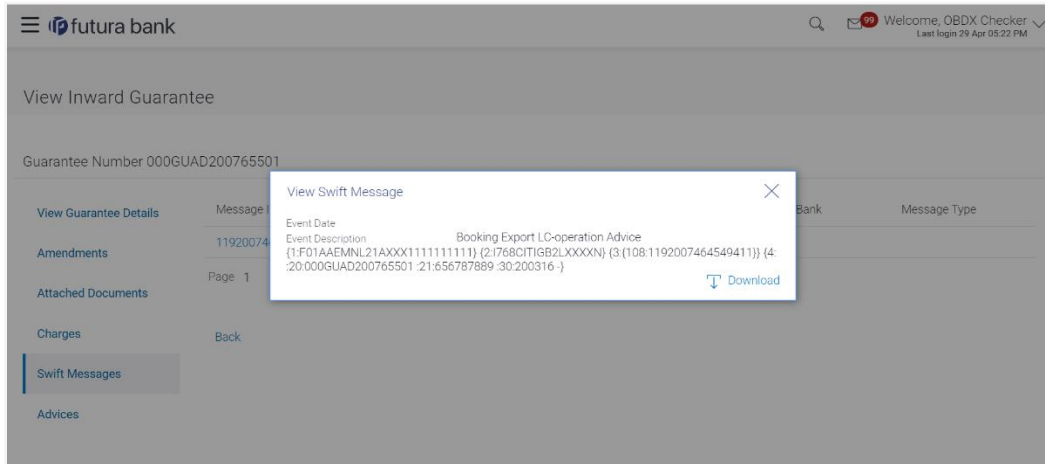
Navigation options include "View Guarantee Details", "Amendments", "Attached Documents", "Charges, Commissions & Taxes", "Swift Messages" (selected), and "Advices". A "Back" link is also present. The footer contains copyright information: "Copyright © 2006, 2020, Oracle and/or its affiliates. All rights reserved. | Security Information | Terms and Conditions".

Field Description

Field Name	Description
Message ID	Unique identification number for the message.
Date	Date of sending advice.
Description	The SWIFT message detailed description.
Sending/Receiving Bank	This displays the name of bank who has sent/received the message
Message Type	This shows the type of message sent/received such as MT 740etc
Action	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
Event Date	Displays the event date.
Event Description	Displays the description of the event.
Description	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
View Guarantee Details	1192007464220218		Guarantee Instrument	Booking Export LC-operation Advice

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

Back

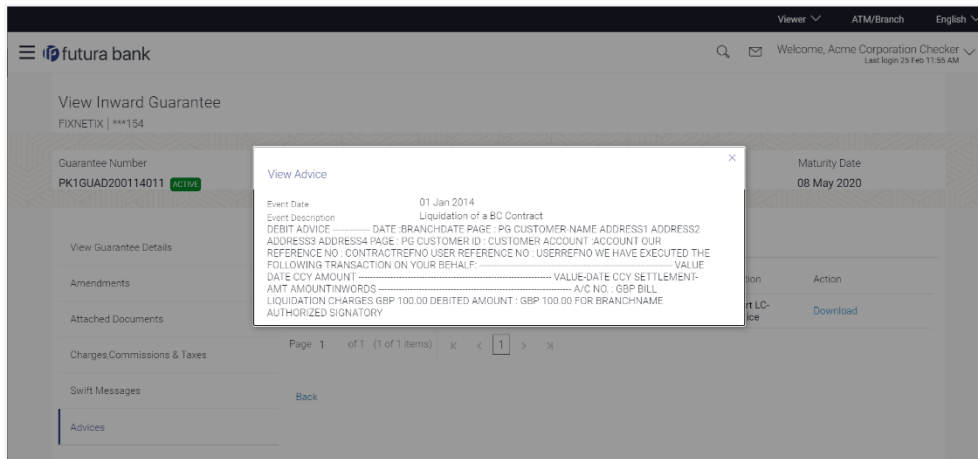
Copyright © 2006, 2020, Oracle and/or its affiliates. All rights reserved. | Security Information | Terms and Conditions

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	Displays the description of the event.
Action	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
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.
24. Click **Back**.
The View Inward Guarantee screen appears.

[Home](#)

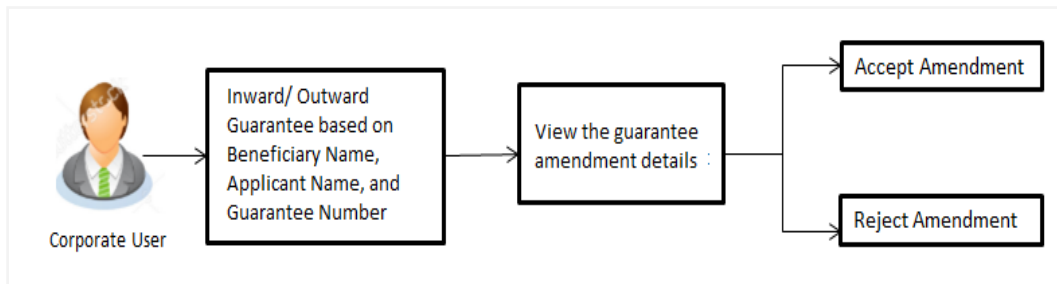
20. Guarantee Amendments Acceptance

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

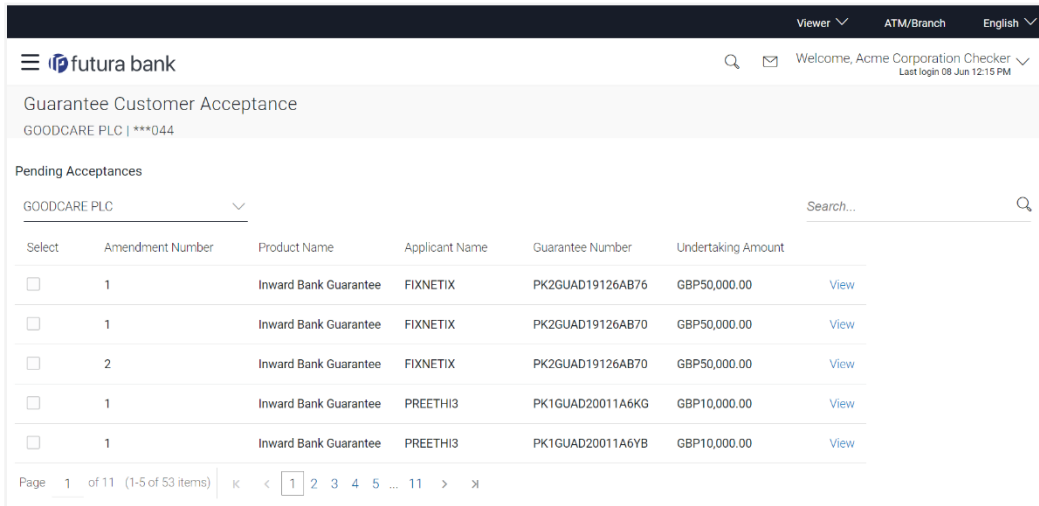
Workflow



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	View
<input type="checkbox"/>	1	Inward Bank Guarantee	FIXNETIX	PK2GUAD19126AB70	GBP50,000.00	View
<input type="checkbox"/>	2	Inward Bank Guarantee	FIXNETIX	PK2GUAD19126AB70	GBP50,000.00	View
<input type="checkbox"/>	1	Inward Bank Guarantee	PREETHI3	PK1GUAD20011A6KG	GBP10,000.00	View
<input type="checkbox"/>	1	Inward Bank Guarantee	PREETHI3	PK1GUAD20011A6YB	GBP10,000.00	View


Field Description

Field Name	Description
Search	
Guarantee Number	The Inward Guarantee number.
Beneficiary Name	The name of the beneficiary of the Inward Guarantee.
Applicant Name	The name of the applicant of the Inward Guarantee.
Search Result	
Amendment Number	The amendment number of the Inward Guarantee.
Product Name	The product of the guarantee for which amendment acceptance is required.
Applicant Name	The name of the applicant of the Inward Guarantee.
Guarantee Number	The Inward Guarantee number against which amendment acceptance is required.
Undertaking Amount	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 (OBTFPM).

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. At the top, there is a navigation bar with 'Viewer', 'ATM/Branch', and 'English' dropdowns. Below this, the 'futura bank' logo is visible on the left, and a user greeting 'Welcome, ASHLEY CHARLES' with a dropdown arrow and 'Last login 18 Feb 09:20 AM' is on the right. The main content area is titled 'Claims' and shows 'GOODCARE PLC | ***044'. Underneath, there is a 'Lodge a Claim' section with several input fields: 'Guaratee Number', 'Applicant Name', 'Issue Date Range' (with 'From' and 'To' date pickers), 'Beneficiary Name' (with a 'Select Multiple Parties' dropdown), 'Undertaking Amount' (with a dropdown set to 'All' and 'From'/'To' options), and 'Expiry Date Range' (with 'From' and 'To' date pickers). At the bottom left of the form are 'Search' and 'Reset' buttons. At the bottom right, there is a 'Help' button and a video call icon.

Field Description

Field Name	Description
Guarantee Number	The guarantee number of the guarantee against which the user can lodge a claim.

Field Name	Description
Beneficiary Name	The name of the beneficiary of the guarantee.
Applicant Name	The name of the applicant.
Currency	The currency of the undertaking amount for the guarantee.
Undertaking Amount -From To	The undertaking amount start and end range for which the guarantee is issued.
Issue Date Range - From To	The start and end date of guarantee issued.
Expiry Date Range - From To	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
Welcome, Acme Corporation Checker

Claims

GOODCARE PLC | ***044

Lodge a Claim

Guarantee Number

Applicant Name

Issue Date Range

From To

Beneficiary Name

Underwriting 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
Search Result	
Guarantee Number	The guarantee number of the guarantee against which the user can lodge a claim.
Applicant Name	The name of the applicant.
Beneficiary Name	The name of the beneficiary of the guarantee.
Issue Date	The date on which the guarantee issued.
Expiry Date	The expiry date of the guarantee.
Guarantee Status	The status of the issued guarantee.

21-3

Field Name	Description
Undertaking Amount	The undertaking amount along with the currency for which the guarantee is issued.
Outstanding Amount	The outstanding amount along with the currency of the issued guarantee.
Claim	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
ATM/Branch
English

futura bank
Welcome, Acme Corporation Checker
Last login 04 Jun 04:19 PM

Claims

GOODCARE PLC | ***044

Party Name FIXNETIX	Claimed to Guarantee Reference No. PK1GUAD20011A7C9 ACTIVE	Beneficiary Name NATIONAL FREIGHT CORP	Outstanding Amount EUR33,000.00
Lodgement Date 11 Jan 2020 Less Information	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
Local currency equivalent
GBP10,169.49

78
Additional Amount Information
Claim against insurance

49A
Demand Statement

77
Presentation Completion Details
Presentation details

72Z
Sender to Receiver Information

Remarks

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

[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
Party Name	The party name of the customer.
Claimed to Guarantee Reference No.	The guarantee reference number against which user has to lodge a claim.
Beneficiary Name	The name of the beneficiary of the guarantee to be claimed.
Outstanding Amount	The outstanding amount along with the currency of the guarantee.
Lodgement Date	The date on which the claim was lodged. This field appears if the user click on More Information link.
Expiry Type	The type of validity of guarantee. This field appears if the user click on More Information link.
Expiry Date	The expiry date of the guarantee. This field appears if the user click on More Information link.
Demand Indicator	Displays the details of whether the multiple or partial demands are permissible while initiating Guarantee claim. This field appears if the user click on More Information link.
Date of Demand	The date on which the demand was raised by the beneficiary.
Demand Type	This field specifies the type of demand. Values are: <ul style="list-style-type: none"> • Pay or Extend • Pay Only
New Expiry Date	The new expiry date of the Guarantee. This field appears, if you select Pay or Extend option in the Demand Type field.
Claim Amount	The amount to be claimed against the guarantee. The user has to select the claim currency.
Additional Amount Information	The details on additional amount.

Field Name	Description
Demand Statement	The demand statement.
Presentation Completion Details	The details of presentation completion. Applicable only if demand statement is provided.
Sender To Receiver Information	The additional information for the receiver.
Remarks	Any instructions provided to bank for lodging a claim is mentioned here.
Attachments	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.

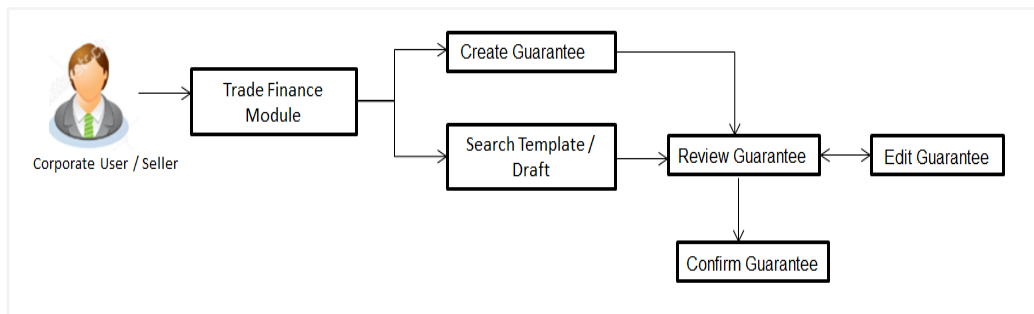
22. Initiate Outward Guarantee

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.

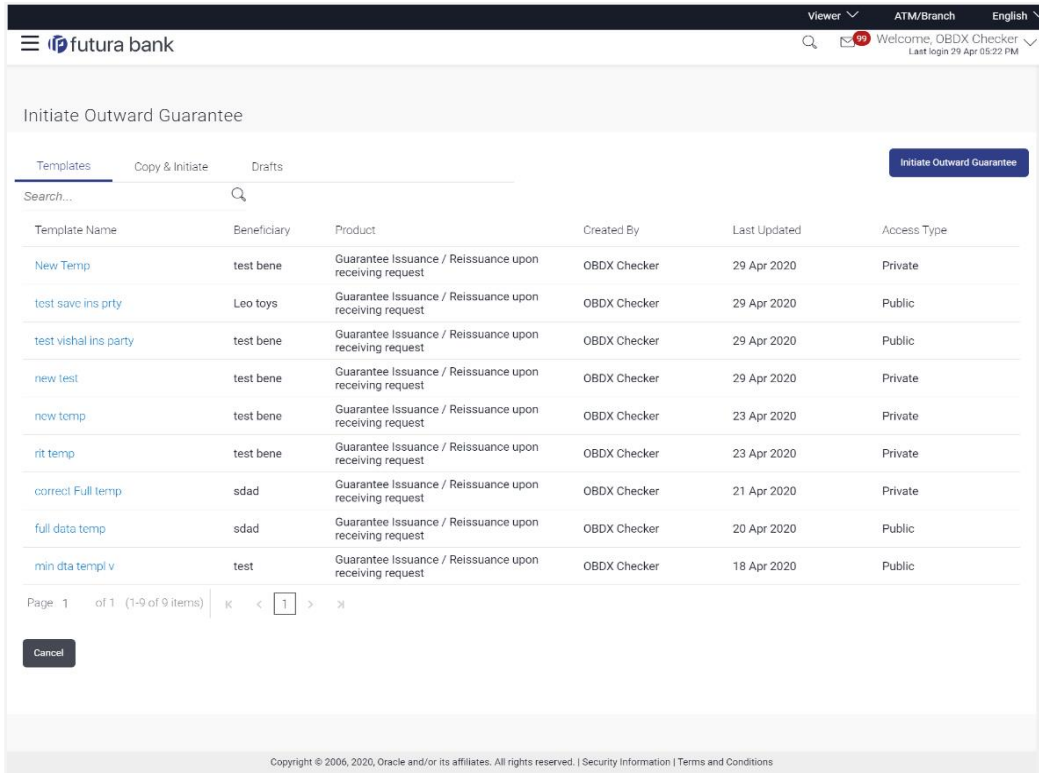
Note: Guarantee Application saved as **Template** can be re used any number of times for Guarantee Initiation.

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



Initiate Outward Guarantee

Viewer ATM/Branch English

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

Templates Copy & Initiate Drafts

Search...

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 prtly	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

Page 1 of 1 (1-0 of 0 items) < 1 >

Cancel

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Field Description

Field Name	Description
Search Result	
Template Name	The name using which template is stored and can be clicked to initiate a Guarantee application.
Beneficiary	The name of the beneficiary of the Outward Guarantee.
Product	Product for the given Bank Guarantee.
Created by	The name of the maker who created the template.
Last Updated	The latest updated date of the template.
Access Type	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

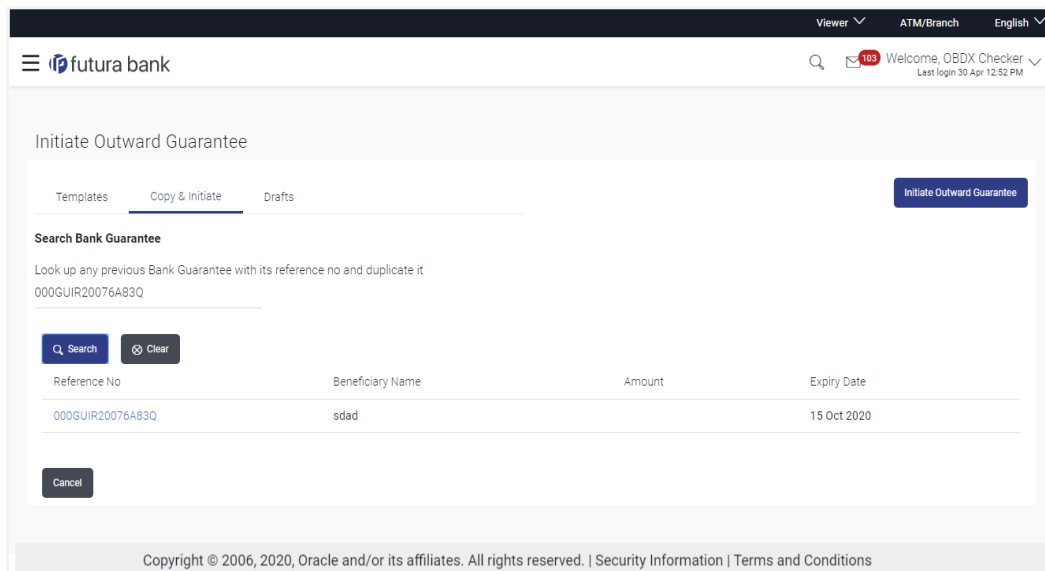
User can initiate trade transaction by copying the contents from a similar and existing trade instrument, so that he does not have to provide the details again.

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



Viewer ATM/Branch English

futura bank Welcome, OBDX Checker Last login 30 Apr 12:52 PM

Initiate Outward Guarantee

Templates Copy & Initiate Drafts

Search Bank Guarantee

Look up any previous Bank Guarantee with its reference no and duplicate it

000GUIR20076A83Q

Search Clear

Reference No	Beneficiary Name	Amount	Expiry Date
000GUIR20076A83Q	sdad		15 Oct 2020

Cancel

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Field Description

Field Name	Description
Outward Guarantee Reference Number	The existing Outward Guarantee reference number which needs to be copied and similar one initiated.

Field Name	Description
Search Result	
Reference Number	The existing Outward Guarantee reference number to be copy and initiate. Click on the link to view the details of Outward Guarantee initiated.
Beneficiary Name	The name of the beneficiary of the Outward Guarantee.
Amount	The currency and amount of the Outward Guarantee application.
Expiry Date	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'. 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'. The table contains one row 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. At the very bottom, 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
Search Result	
Draft Name	The name of the Guarantee application saved as draft.
Saved On	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

Viewer ATM/Branch English

futura bank Search ...

Welcome, obdx checker
Last login 28 Sep 10:09 AM

Initiate Outward Guarantee

GOODCARE PLC | ***Q44

- Outward Guarantee Details
- Commitment Details
- Presentation Terms and Conditions
- Instructions
- Delivery Details
- Linkages
- Charges
- Attachments

Outward Guarantee Details

50

Applicant Name
GOODCARE PLC

Address
12 King Street

Country

Accountee
GOODCARE PLC

Select Product
GUR - Guarantee Issuance. Reissuance upo... Q

Type of Guarantee
Customs Guarantee

51

Instructing Party Name
sun inc

Address
new add1

new add 2

address3

Country
Please Select

59A

Beneficiary Details
 Existing New

Beneficiary Name
MARKS and SPENCER

Address
MARKUS2SOXX

new address

London

Country
United States

59A

Advising Bank
 SWIFT Code Bank Address

CITIGB2LNNN
[Lookup SWIFT Code](#)

57A

Advising Through Bank
 SWIFT Code Bank Address

CITIGB2LRRR
[Lookup SWIFT Code](#)

Limits

Party ID:GOODCARE PLC
Limit:GUARANTEE_1

USD700.00K
Available Limit

Utilized **USD700,001.00** Sanctioned **USD550,000.00**
[View Limit Details](#)

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Field Description

Field Name	Description
Party Name	The name of the applicant is displayed.
Party ID	The party Id of the customer which has access to creating guarantee.
Limits	Indicates the available limits for applicant under the selected Line.
Applicant Details	
Applicant Name	The name of applying party.
Address	The address of applying party.
Country	The country of applying party.
Accountee	The name of the accountee.
Select Product	The product type as coming from Host.
Type of Guarantee	Indicates the various guarantee type. The options are: <ul style="list-style-type: none"> • Advance Payment Guarantee • Bill of Lading Guarantee • Customs Guarantee • Direct Pay Guarantee • Insurance Guarantee • Judicial Guarantee • Lease Guarantee • Other Guarantee • Payment Guarantee • Performance Guarantee • Retention Guarantee • Shipping Guarantee • Tender Guarantee • Warranty/ Maintenance
Instructing Party Name	The name of the obligator or instructing party.
Address	The address of the obligator or instructing party.

Field Name	Description
Country	The country of instructing party.
Beneficiary Details	Indicates beneficiary party type. The options are: <ul style="list-style-type: none"> • Existing • New
Beneficiary Name	The name of beneficiary party. This field allows you to enter the beneficiary name, if you select New option from Beneficiary Details field. This field allows you to select the beneficiary name, if you select Existing option from Beneficiary Details field.
Address	The address of beneficiary party. This field is enabled only if the New option is selected in the Beneficiary Type field.
Country	The country of beneficiary party. This field is enabled only if the New option is selected in the Beneficiary Type field.
Advising Bank	The option to select the mode of advising bank. The options are: <ul style="list-style-type: none"> • SWIFT Code • Name and Address
SWIFT Code	The SWIFT code of Advising Bank.
Bank Address	The bank address of the Advising Bank.
Lookup SWIFT Code	Search and select the SWIFT code of the advising bank, available in the application. This field is enabled if the SWIFT Code option is selected in the Advising Bank field.
SWIFT code Look up	The following fields appear on a pop up window if the Lookup SWIFT Code link is clicked.
Swift Code	The facility to lookup bank details based on SWIFT code.
City	The facility to search for the SWIFT code based on city.

Field Name	Description
Bank Name	The facility to search for the SWIFT code based on the bank name.
SWIFT Code Lookup - Search Result	
Bank Name	The names of banks as fetched on the basis of the search criteria specified.
Address	The complete address of each bank as fetched on the basis of the search criteria specified.
SWIFT Code	The list of SWIFT codes as fetched on the basis of the search criteria specified.
Bank Name	The name of Bank who acts on behalf of Advising. This field is enabled if the Bank Address option is selected in the Advising Bank field.
Address	The address of Advising Bank. This field is enabled if the Bank Address option is selected in the Advising Bank field.
Country	The name of Advising Bank's country. This field is enabled if the Bank Address option is selected in the Advising Bank field.
Advising Through Bank	The option to select the mode of advising bank. The options are: <ul style="list-style-type: none"> • SWIFT Code • Name and Address
SWIFT Code	The SWIFT code of Advising Through Bank.
Bank Address	The bank address of the Advising Through Bank.
Lookup SWIFT Code	Search and select the SWIFT code of the advising bank, available in the application. This field is enabled if the SWIFT Code option is selected in the Advising Through Bank field.
Bank Name	The name of Bank who acts on behalf of Advising Through Bank. This field is enabled if the Bank Address option is selected in the Advising Through Bank field.

Field Name	Description
Address	The address of Advising Bank. This field is enabled if the Bank Address option is selected in the Advising Through Bank field.
Country	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 Obligor / Instructing party.
8. From the **Accountee** field, select the accountee.
9. 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.
10. 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.
11. In the **Advising Through Bank** field, select the appropriate option.
12. 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.

13. 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 shows the 'Initiate Outward Guarantee' screen for 'GOODCARE PLC | **044'. The 'Commitment Details' tab is active, showing the following fields and values:

- 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
- 44H Governing Law and/or Place of Jurisdiction:** (Empty text box)
- 48B Demand Indicator:** Partial demands not permitted (dropdown)

At the bottom of the screen, there are four buttons: **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

Field Name	Description
Contract Reference No.	The beneficiary's reference number for the Outward Guarantee contract.
Undertaking Amount	The amount for which the Outward Guarantee was created along with the currency.
Additional Amount Information	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.
Effective Date	The effective date of the Outward Guarantee.
Transfer Indicator	The toggle button to define whether transfer of the instrument is permissible for the Outward Guarantee.
Transfer Conditions	The details of the transfer values under the Outward Guarantee. This field is enabled only if the Transfer Indicator is opted for it.
Underlying Transaction Details	The details of the underlying business transactions for which undertaking is issued.
Charges	The details of the charges, and who will bear it for the Outward Guarantee.
Governing Law and/or Place of Jurisdiction	The details of the Governing Law and/or Place of Jurisdiction applicable to the undertaking.
Demand Indicator	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"> • NMLT Multiple demands not permitted • NMPT Multiple and partial demands not permitted • NPRT Partial demands not permitted

14. In the **Contract Reference No.** field, enter the beneficiary's reference number for the Outward Guarantee contract.

15. In the **Undertaking Amount** field, enter the amount for the Outward Guarantee application.

16. In the **Additional Amount Information** field, enter the details of additional information for the undertaking such as interests, tolerances..

17. In the **Effective Date** field, select the effective date of 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 **Charges** field, enter the details of the charges, and who will bear it for the Outward Guarantee.
21. 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.
22. From the **Demand Indicator** list, select the permissible demands for initiating Outward Guarantee.
23. 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

Field Description

Field Name	Description
Undertaking Terms and Condition	<p>The applicable terms and condition of the undertaking.</p> <p>The options are:</p> <ul style="list-style-type: none"> • Standard • Non Standard
Terms and Condition	<p>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 Standard option in the Undertaking Terms and Condition field.</p> <p>This field allows you to enter the terms and condition of the undertaking, if you select Non Standard option in the Undertaking Terms and Condition field.</p>
Document and Presentation Instruction	<p>The details of the document and presentation instructions present in the Outward Guarantee.</p> <p>Please provide the presentation instructions (for example, form and/or place of presentation) including documents required to make a complying demand.</p>

24. 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
25. In the **Document and Presentation Instruction** field, enter details of the document and presentation instructions present in the Outward Guarantee.
26. 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 – Instructions tab

Viewer ATM/Branch English

Welcome, OBDX Maker

Last login 28 Sep 04:10 PM

⌵

Initiate Outward Guarantee

GOODCARE PLC | ***044

- Outward Guarantee Details
- Commitment Details
- Presentation Terms and Conditions
- Instructions
- Delivery Details
- Linkages
- Charges
- Attachments

23B Expiry Type
Fixed

31E Guarantee Expiry Date
30 Oct 2021

Closure Date
13 Oct 2021

Automatic Extension Required
 Yes No

23F Automatic Extension Period
Days

Automatic Extension Details
22

78 Automatic Extension Non-Extension Notification
new details

24E Automatic Extension Notification Period
2

31S Automatic Extension Final Expiry Date
31 Mar 2021

Liability Schedule Required
 Yes No

Liability Change Basis
 Event Base Time Bound

Set Schedule

Unit
Monthly

Frequency	Serial	Schedule Date	Amount	Percentage	Liability Type
3	1	22 Apr 2019	GBP9,655.20	45	Increase
<input checked="" type="radio"/> In Percentage <input type="radio"/> In Value	2	22 May 2019	GBP9,655.20	45	Increase
Percentage	3	22 Jun 2019	GBP9,655.20	45	Increase

Liability Type
 Increase Decrease

Both

72Z Sender to Receiver Information
TELEBEN assdtdf dtfd

Special Instruction
new comments

Standard Instructions
Kindly go through all the Standard Instructions

⬆

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Field Description

Field Name	Description
Expiry Type	<p>The type of validity applicable to the Outward Guarantee.</p> <p>The options are:</p> <ul style="list-style-type: none"> • Fixed • Conditional • Open
Expiry Condition	<p>The expiry condition for the Outward Guarantee.</p> <p>This field is enabled only if Conditional option selected in the Expiry Type list.</p>
Guarantee Expiry Date	<p>The date after which Outward Guarantee will expire.</p>
Closure Date	<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 Fixed or Open option selected in the Expiry Type list.</p>
Automatic Extension Required	<p>The option for the user to select, whether automatic extension is required to the Outward Guarantee or not.</p> <p>The options are:</p> <ul style="list-style-type: none"> • Yes • No
Automatic Extension Period	<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"> • Days • One Year • Other
<p>Below Automatic Extension related fields appear, if Yes option is selected in the Automatic Extension Required field.</p>	
Automatic Extension Details	<p>The details of the automatic extension of the Outward Guarantee.</p> <p>This field is enabled to fill details only if the Other option is selected in the Automatic Extension Period list.</p> <p>And if Days option is selected the number of days can be entered.</p>

Field Name	Description
Automatic Extension Non-Extension Notification	The notification given for non-extension of automatic extension while creating Outward Guarantee.
Automatic Extension Notification Period	The period after which notification given for non-extension of automatic extension while creating Outward Guarantee.
Automatic Extension Final Expiry Date	The date after which validity of automatic extension to the Outward Guarantee expires.
Liability Schedule Required	<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"> • Yes • No <p>Below Liability Schedule related fields appear, if Yes option is selected in the Liability Schedule Required field.</p>
Liability Change Basis	<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"> • Event Based • Time Bound
Additional Details	This field allows the user to enter the additional details.
Unit	<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"> • Yearly • Half Yearly • Quarterly • Monthly
Frequency	The frequency based on which the schedule, retention dates would be calculated.

Field Name	Description
Amount	<p>The amount of each schedule.</p> <p>The options are:</p> <ul style="list-style-type: none"> • In Percentage • In value
Amount	<p>The user can enter the amount for each schedule.</p> <p>This field is enabled only if In Value option is selected in the Amount field.</p>
Percentage	<p>The percentage of each schedule.</p> <p>This field is enabled only if In Percentage option is selected in the Amount field.</p>
Liability Type	<p>The liability type of the scheduler.</p> <p>The options are:</p> <ul style="list-style-type: none"> • Increase: User can select this option, if he wants to increase the undertaking amount on the fixed scheduled dates and amount. • Decrease: User can select this option, if he wants to decrease the undertaking amount on the fixed scheduled dates and amount. • Both: User can customize as per his requirements and would not be able to default using the scheduler.
Serial	<p>The serial number of the schedule record.</p> <p>This field appears if the user clicks Get Schedule button after entering the details in Unit, Frequency, Amount, Percentage and Liability Type fields.</p>
Schedule Date	<p>The schedule date of the schedule.</p> <p>This field appears if the user clicks Get Schedule button after entering the details in Unit, Frequency, Amount, Percentage and Liability Type fields.</p>
Schedule Date	<p>The schedule date of the schedule.</p> <p>This field appears if the user clicks Get Schedule button after entering the details in Unit, Frequency, Amount, Percentage and Liability Type fields.</p>
Amount	<p>The amount for each schedule.</p> <p>This field appears if the user clicks Get Schedule button after entering the details in Unit, Frequency, Amount, Percentage and Liability Type fields.</p>

Field Name	Description
Percentage	The percentage of each schedule. This field appears if the user clicks Get Schedule button after entering the details in Unit, Frequency, Amount, Percentage and Liability Type fields.
Liability Type	The liability type of the scheduler. This field appears if the user clicks Get Schedule button after entering the details in Unit, Frequency, Amount, Percentage and Liability Type fields.
Sender to Receiver Information	The additional information for the receiver.
Special Instructions	The instruction which is provided by user to Bank to be taken care of while creating Guarantee.

27. 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.
28. From the **Guarantee Expiry Date** list, select the expiry date for the Outward Guarantee.
29. 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.
30. 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.
31. 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.
32. From the **Automatic Extension Final Expiry Date** list, select the date after which automatic extension validity expires of the Outward Guarantee.
33. 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.
34. In the **Sender to Receiver Information** field, enter the additional information.
35. In the **Special Instructions** field, enter additional instructions that you want to give to the Bank.
36. 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
Delivery Of Original Undertaking	The details of delivery of the original undertaking will be done.

Field Name	Description
Delivery To/ Collection by	The details to whom the delivery of undertaking will be done. The options are: <ul style="list-style-type: none"> • Beneficiary • Other
Name & Address	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 Beneficiary option is selected in the Delivery To/ Collection By field.
Name & Address	The name and address details of the person to whom delivery of undertaking will be given. This field is enabled only if the Other option selected in the Delivery To/ Collection By field.

-
37. In the **Delivery Of Original Undertaking** field, enter the details of delivery of the original undertaking will be done.
 38. 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.
 39. 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
Sr. No.	The serial number of the schedule record.
Account Number	The deposit account that has to be mapped to the transaction.
Amount	The amount that is to be linked for the transaction, and partial linkages to be supported.
Amount in Transactional Currency	The tentative equivalent amount in transactional currency.
Maturity Date	The maturity date of the deposit.

40. From the **Account Number** list, select the appropriate deposit account that has to be mapped to the transaction.

41. In the **Amount** field, enter the amount that is to be linked for the transaction.

42. 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

Initiate Outward Guarantee
GOODCARE PLC | ***044

- Outward Guarantee Details
- Commitment Details
- Presentation Terms and Conditions
- Instructions
- Delivery Details
- Linkages
- Charges**
- Attachments

Applicant Account for Charges
xxxxxxxxxxxx0017

Balance: GBP999,999,999,962,898,700.00

Account No	Description of Charges	Value Date	Transaction Date	Amount	Equivalent Amount
xxxxxxxxxxxx0019	COURIER CHARGES FOR LC ISSUE	05 May 2021	05 May 2021	GBP50.00	GBP50.00
xxxxxxxxxxxx0017	LC Charges receivables	05 May 2021	05 May 2021	GBP50.00	GBP50.00
xxxxxxxxxxxx0017	SWIFT CHARGES FOR LC ISSUE	05 May 2021	05 May 2021	GBP50.00	GBP50.00
Total Charges				GBP150.00	

Taxes

Account No	Description of Taxes	Value Date	Transaction Date	Amount	Equivalent Amount
xxxxxxxxxxxx0019	LCTAX	05 May 2021	05 May 2021	GBP1,716.48	GBP1,716.48
xxxxxxxxxxxx0017	LCTAX1	05 May 2021	05 May 2021	GBP4.00	GBP4.00
xxxxxxxxxxxx0017	LCTAX2	05 May 2021	05 May 2021	GBP4.85	GBP4.85
Total Taxes				GBP1,725.33	

Commissions

Account No	Commission for	Percentage	Value Date	Transaction Date	Amount	Equivalent Amount
xxxxxxxxxxxx0017	Guarantee issuance Commission	3	05 May 2021	05 May 2021	GBP96.99	GBP96.99
Total Commission					GBP96.99	

Next Save As Draft Cancel Back

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Field Description

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

Applicant Account for Charges	The applicant charge account.
--------------------------------------	-------------------------------

Charges

Account No.	The applicant account.
--------------------	------------------------

Description of Charges	The description of the charges.
-------------------------------	---------------------------------

Field Name	Description
Value Date	Displays the value date of the charges.
Transaction Date	Displays the date on which the transaction is done.
Amount	The amount that is maintained under the charge.
Equivalent Amount	The equivalent amount that is maintained under the charge.
Taxes	
Account No.	The applicant account.
Description of Charges	Displays the description taxes 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.
Equivalent Amount	The equivalent amount of taxes.
Commissions	
Account No.	The commission account number.
Commission for	The commission component.
Percentage	The percentage of commission.
Value Date	Displays the value date of the commission.
Transaction Date	Displays the date on which the transaction is done.
Amount	The commission amount.
Equivalent Amount	The equivalent commission amount.

43. 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. The form includes a sidebar with steps: Outward Guarantee Details, Commitment Details, Presentation Terms and Conditions, Instructions, Delivery Details, Linkages, Charges, and Attachments (selected). The main content area features a file upload section with a dashed box for dropping files, a note about a 5 MB limit and supported formats (JPEG, PNG, DOC, PDF, TXT, ZIP), and options to 'Save As Template' (Yes/No), 'Access Type' (Public/Private), and a 'Template Name' field containing 'test3n'. A checked checkbox indicates 'I accept the Terms & Conditions'. Action buttons at the bottom include 'Submit', 'Save As Draft', 'Cancel', and 'Back'.

Field Description

Field Description

Field Name	Description
Drag and Drop	Click to browse and select the file to be uploaded or drag and drop the file to be uploaded.
Document Name	Displays the name of the attached documents. Displays the link to download the attached document.
Document Category	Displays the category of the document uploaded.
Document Type	Displays the type of the document uploaded.
Remarks	Displays the notes added, if any, for attaching the document.
	Click the icon to remove the attached document-

Field Name	Description
Save as Template	Options to save the transaction as template. The options are: <ul style="list-style-type: none"> • Yes • No
Access Type	Indicates the type of access for the template. The options are: <ul style="list-style-type: none"> • Public • Private <p>This field is enabled if the Yes option is selected in Save as Template.</p>
Template Name	The name using which template is stored and can be used in future.

44. Click **Drag and Drop** to browse and select the required document present on your computer.
The **Attach Document** popup window appears.
45. 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.
46. Select the **Terms and Conditions** check box to accept the Terms and Conditions.
47. Click **Preview Draft Copy** to have a preview of draft.
48. Select the **Terms and Conditions** checkbox to accept the Terms and Conditions.
49. 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.
50. 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.

51. 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

Field Name	Description
Template Type	<p>Indicates the type of access for the template.</p> <p>The options are:</p> <ul style="list-style-type: none"> • Public: 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. • Private: 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.
Template Name	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

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.

[Home](#)

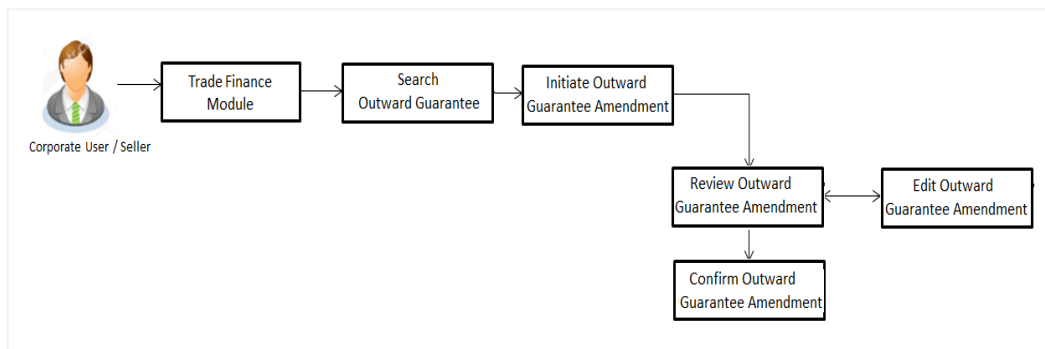
23. Initiate Outward Guarantee Amend

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
Search	
Search By	Specify the Guarantee Number/ Applicant Name/ Beneficiary Name/ Undertaking Amount of Outward Guarantee for whom amendments to be made.
Search Result	
Guarantee Number	The Outward Guarantee reference number generated while creating.
Applicant Name	The Outward Guarantee applicant name based on the selected party ID.
Beneficiary Name	The name of the beneficiary of the Outward Guarantee.
Undertaking Amount	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




🔍
📧 99
Welcome, OBDX Checker
Last login 29 Apr 05:22 PM


Initiate Outward Guarantee Amendment


Guarantee Number 000GUILR20076A99E

✎ Outward Guarantee Details ⌵

<p>Party ID ***782</p> <p>Applicant Details</p> <p>Applicant Name Address new tech park plot no 23 London Country GREAT BRITAIN Date of Application 16 Mar 2020</p> <p>Instructing Party</p> <p>Name PREETHI5 Address</p> <p>Product Details</p> <p>Product Guarantee Issuance / Reissuance upon receiving request Type of Guarantee Advance Payment Guarantee</p>	<p>Branch I4</p> <p>Beneficiary Details</p> <p>Beneficiary Name Oracle Corp Address new tech park plot no 29 London Country GREAT BRITAIN</p> <p>Advising Bank</p> <p>Swift Code CITIGB2LBBB Address new tech ppark plot no 21 London GB</p> <p>Advising Through Bank</p> <p>Swift Code CITIGB2LXXX Address new tech park plot no 26 London GB</p> <p>Sender to Receiver Information</p> <div style="border: 1px solid #ccc; height: 20px; width: 100%;"></div>
---	---

 Commitment Details ^


<p>Contract Reference No</p> <p>Additional Amount Information</p> <p>Charges new charges via bene Governing Law and/or Place of Jurisdiction</p>	<p>Undertaking Amount £33,844.00 </p> <p>Effective Date 16 Mar 2020</p> <p>Transfer Indicator No</p> <p>Underlying Transaction Details</p> <p>Demand Indicator</p>
--	---

 Presentation Documents and Undertaking Terms and Conditions ^



Other Amendments to Undertaking


new

Document and Presentation Instructions
UPLD_DOC_12

 Expiry & Extension Instructions ^

Expiry Details

<p>Expiry Type Fixed v</p> <p>Automatic Extension Period Days Automatic Extension Details 33 Automatic Extension Non-Extension Notification</p>	<p>Guarantee Expiry Date 14 Jun 2020 </p> <p>Closure Date 14 Jul 2020 </p> <p>Automatic Extension Notification Period Automatic Extension Final Expiry Date</p>
--	---

 Delivery Details ^

<p>Delivery of Original Undertaking</p> <div style="border: 1px solid #ccc; height: 20px; width: 100%;"></div>	<p>Delivery To/Collection by</p> <p><input type="radio"/> Beneficiary <input checked="" type="radio"/> Other</p> <div style="border: 1px solid #ccc; height: 20px; width: 100%;"></div>
--	---

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.

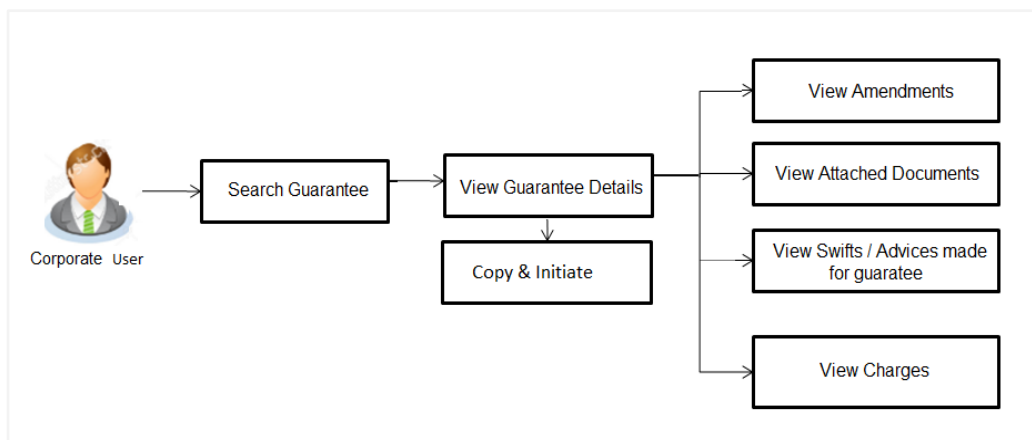
A guarantee from a lending institution ensures that the liabilities of a debtor will be met. In other words, if the applicant fails to fulfil a commitment, the lending institution will cover it. A Bank Guarantee enables user to show more credibility while doing business.

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

The screenshot displays the 'View Outward Guarantee' search interface. The main area shows a table of 'List of Recently Issued Outward Guarantee' with columns for Guarantee Number, Applicant Name, Beneficiary Name, Issue Date, and Date of Expiry. A 'Filter' modal is open on the right, allowing users to search by Beneficiary Name (Sunrise Cofee), Outward Guarantee Status (Active), Undertaking Amount (10000), Issue Date (02 Feb 2021 to 31 Mar 2021), and Expiry Date (02 Feb 2021 to 31 Mar 2021). Buttons for Apply, Cancel, and Clear are visible at the bottom of the filter.

Field Description

Field Name	Description
Beneficiary Name	The name of the beneficiary of the Outward Guarantee.
Outward Guarantee Status	The status of the Outward Guarantee. The options are: <ul style="list-style-type: none"> • Active • Hold • Cancelled • Reversed • Closed
Undertaking Amount	The Outward Guarantee amount range used for searching the Outward Guarantee.
Issue Date	The range of issue date for the Outward Guarantee.
Expiry Date	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

View Outward Guarantee
GOODCARE PLC | ***044

List of Recently Issued Outward Guarantee

All Parties → Search... Download

Guarantee Number	Applicant Name	Beneficiary Name	Issue Date	Date of Expiry	Status	Undertaking Amount	Equivalent Undertaking Amount	Outstanding Amount	Equivalent Outstanding Amount
PK1GUR21253501	NATIONAL FREIGHT CORP	SHIFA CORP	05 May 2021	05 Aug 2021	ACTIVE	GBP10,000.00	GBP10,000.00	GBP10,000.00	GBP10,000.00
000GUR2125A5EK	NATIONAL FREIGHT CORP	Trade Indv 1	05 May 2021	05 Aug 2021	CANCELLED	GBP11,000.00	GBP11,000.00	GBP0.00	GBP0.00
PK1GUR21254501	NATIONAL FREIGHT CORP	SHIFA CORP	05 May 2021	05 Aug 2021	ACTIVE	GBP10,000.00	GBP10,000.00	GBP10,000.00	GBP10,000.00
PK1GUR21254002	NATIONAL FREIGHT CORP	HSBC BANK	05 May 2021	05 Aug 2021	ACTIVE	GBP10,000.00	GBP10,000.00	GBP10,000.00	GBP10,000.00
PK1GUR21254003	NATIONAL FREIGHT CORP	HSBC BANK	05 May 2021	05 Aug 2021	ACTIVE	GBP10,000.00	GBP10,000.00	GBP10,000.00	GBP10,000.00
PK1GUR21254004	NATIONAL FREIGHT CORP	HSBC BANK	05 May 2021	05 Aug 2021	ACTIVE	GBP12,000.00	GBP12,000.00	GBP12,000.00	GBP12,000.00
000GUR2125A2PD	NATIONAL FREIGHT CORP	FRINETIX	05 May 2021	05 Aug 2021	ACTIVE	GBP12,540.00	GBP12,540.00	GBP12,540.00	GBP12,540.00
PK2GUR2125A83P	NATIONAL FREIGHT CORP	Trade Indv 1	05 May 2021	05 Aug 2021	ACTIVE	GBP10,000.00	GBP10,000.00	GBP10,000.00	GBP10,000.00

Page 1 of 10 (1-8 of 79 items) | 1 2 3 4 5 10

Ⓜ All authorized and on hold transactions are listed here. Others will be listed once approved. Please contact the bank for details.
Ⓜ Displayed Local currency amount is indicative and actual amount may differ.

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Field Description

Field Name	Description
Guarantee Number	The Outward Guarantee number. Displays the link to view details of the Outward Guarantee.
Applicant Name	Displays the name of the applicant who has made the Outward guarantee in favour of Beneficiary.
Beneficiary Name	Displays the name of the beneficiary of the Outward Guarantee.
Issue Date	Displays the issue date of the Outward Guarantee.
Date Of Expiry	Displays the expiry date of the Outward Guarantee.
Status	Displays the status of the Outward Guarantee.
Undertaking Amount	Displays the amount of the Outward Guarantee.
Equivalent Undertaking Amount	Displays the equivalent amount of the Outward Guarantee.
Outstanding Amount	Displays the undrawn amount of the Outward Guarantee.

Field Name	Description
Equivalent Outstanding Amount	Displays the equivalent 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

View Outward Guarantee
NATIONAL FREIGHT CORP | ***1B5

Guarantee Number	Product	Contract Amount	Maturity Date
PK1GUIR21253501 active	Guarantee Issuance Reissuance upon receiving request	GBP10,000.00	02 Sep 2021

View Guarantee Details

View Guarantee Details

<p>Amendments</p> <p>Attached Documents</p> <p>Linkages</p> <p>Charges, Commissions & Taxes</p> <p>Swift Messages</p> <p>Advices</p>	<p>50 Applicant Name NATIONAL FREIGHT CORP</p> <p>Address PKBANK7XXXX</p> <p>Country United Kingdom</p> <p>Accountee Name NATIONAL FREIGHT CORP</p> <p>Address PKBANK7XXXX</p> <p>Country United Kingdom</p> <p>Date of Application 03 May 2021</p> <p>51 Instructing Party</p> <p>Product Details Product Guarantee Issuance Reissuance upon receiving request Type of Guarantee View claims</p> <p>Commitment Details</p> <p>Contract Reference No</p> <p>36D Additional Amount Information</p> <p>71D Charges</p> <p>44H Governing Law and/or Place of Jurisdiction</p>	<p>59A Beneficiary Name SHIVA CORP</p> <p>Address SBBANK7XXXX</p> <p>Country United Kingdom</p> <p>56A Advising Bank</p> <p>57A Advising Through Bank</p> <p>72Z Sender to Receiver Information</p> <p>32B Undertaking Amount GBP10,000.00</p> <p>Effective Date 05 May 2021</p> <p>48D Transfer Indicator No</p> <p>45L Underlying Transaction Details</p> <p>48B Demand Indicator</p>
--	--	--

Presentation Documents and Undertaking Terms and Conditions

77U
Undertaking Terms and Conditions
Non standard

45C
Document and Presentation Instructions

Expiry & Extension Instructions

<p>25B Expiry Type Fixed</p> <p>25F Automatic Extension Period</p> <p>7B Automatic Extension Non-Extension Notification</p>	<p>23B Guarantee Expiry Date 03 Aug 2021</p> <p>Close Date 02 Sep 2021</p> <p>26E Automatic Extension Notification Period</p> <p>31S Automatic Extension Final Expiry Date</p>
--	--

Special Instruction

Delivery Details

<p>24E Delivery of Original Undertaking</p>	<p>24G Delivery To/Collection by</p>
--	---

Initiate Amendment
Copy and Initiate
Back

① Displayed Local currency amount is indicative and actual amount may differ.

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Field Description

Field Name	Description
Party ID	Displays the party ID of the customer which has access to creating guarantee.
Branch	Displays the bank branch ID where the guarantee was made.
Guarantee Number	The Outward Guarantee number.
Product	Displays the product type as coming from Host.
Contract Amount	The contract amount of the Outward Guarantee.
Maturity Date	The maturity date of the Outward Guarantee.
View Guarantee Details	
Applicant Name	Displays the name of applying party.
Address	Displays the address of applying party.
Country	Displays the country of applying party.
Accountee Name	Displays the accountee name.
Date of Application	Displays the application date when Bill has been initiated.
Beneficiary Name	Displays the name of beneficiary party.
Address	Displays the address of beneficiary party.
Country	Displays the country of beneficiary party.
Instructing Party	
Name	Displays the name of the instructing party.
Address	Displays the address of the instructing party.
Product Details	
Product	Displays the product type as coming from Host.
Type of Guarantee	Displays the guarantee type.
Advising Bank	

Field Name	Description
SWIFT Code	Displays the SWIFT code of Advising Bank.
Bank Name	Displays the name of Advising Bank
Address	Displays the address of Advising Bank.
Country	Displays the name of Advising Bank's country.
Advising Through Bank	Displays the advise through bank.
Sender to Receiver Information	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.
Commitment Details	
Contract Reference No	Displays the beneficiary's contract reference number of the Outward Guarantee.
Undertaking Amount	Displays the currency and amount of the Outward Guarantee application.
Additional Amount Information	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.
Effective Date	Displays the effective date of the Outward Guarantee
Transfer Indicator	Displays the whether the multiple or partial demands are permissible for the Outward Guarantee.
Transfer Conditions	The details of the transfer values under the Outward Guarantee. This field is visible only if the Transfer Indicator is opted.
Charges	Displays the details charges, and who will bear it for the Outward Guarantee.
Underlying Transaction Details	Displays the details of the underlying business transactions for which undertaking is issued.
Governing Law and/or Place of Jurisdiction	The details of the Governing Law and/or Place of Jurisdiction applicable to the undertaking.

Field Name	Description
Demand indicator	Displays the details of whether the multiple or partial demands are permissible while initiating Outward Guarantee or not.
Presentation Documents And Undertaking Terms and Conditions	
This tab includes the presentation documents and undertaking terms and conditions present in the Outward Guarantee application.	
Undertaking Terms and Condition	Displays the details of applicable terms and condition of the undertaking.
Document and Presentation Instruction	Displays the details of the document and presentation instructions present in the Outward Guarantee.
Expiry and Extension Instructions	
This tab includes the expiry condition and extension applicable for the Outward Guarantee application.	
Expiry Type	<p>Displays the type of validity applicable to the Outward Guarantee. The options are:</p> <ul style="list-style-type: none"> • COND Expiry condition (including option for specified date of expiry). • FIXD Specified date of expiry (either with or without automatic extension). • OPEN No specified date of expiry.
Automatic Extension Period	Displays the period after which automatic extension is given to the Outward Guarantee.
Automatic Extension Details	<p>Displays of the automatic extension of the Outward Guarantee. This field appears only if the Other option is selected in the Automatic Extension Period list.</p> <p>And if Days option is selected the number of days can be seen.</p>
Guarantee Expiry Date	Displays the date after which Outward Guarantee will expire.
Closure Date	<p>Displays the closing date of the Outward Guarantee.</p> <p>The closure date must be after expiry date of the Outward Guarantee.</p>
Automatic Extension Non-Extension Notification	Displays the notification given for non-extension of automatic extension while creating Outward Guarantee.

Field Name	Description
Automatic Extension Notification Period	Displays the period after which notification given for non-extension of automatic extension while creating Outward Guarantee.
Automatic Extension Final Expiry Date	Displays the date after which validity of automatic extension to the Outward Guarantee expires.
Delivery Details	
This tab includes the details of the delivery of the Outward Guarantee will be done.	
Delivery Of Original Undertaking	Displays the details about how delivery of the original undertaking will be done.
Delivery To/ Collection by	Displays the details to whom the delivery of undertaking will be done.

- Click **Copy and Initiate** to copy details of Outward Guarantee, and initiate a new Outward Guarantee. The **Initiate Outward Guarantee** screen appears.
OR
Click **Initiate Amendment** to go to the **Initiate Outward Guarantee** transaction.
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 Outward Guarantee Amendment](#) transaction.

24.2.2 View Amendment

This tab displays the amendments done to the guarantee.

View Outward Bank Guarantee - Amendments tab

The screenshot shows the 'View Outward Guarantee' interface for 'NATIONAL FREIGHT CORP | ***153'. The 'Amendments' tab is active, displaying a table with the following data:

Amendment Number	Issue Date	Expiry Date	New Guarantee Amount	Status
1	05 May 2021	05 Aug 2021	GBP11,000.00	ACCEPTED

Additional details shown include: Guarantee Number 000GUIR21125A5EK (ACTIVE), Product Guarantee Issuance Reissuance upon receiving request, Contract Amount GBP11,000.00, and Maturity Date 02 Sep 2021. The interface also includes navigation options like 'Initiate Amendment', 'Copy and Initiate', and 'Back', along with a footer note: 'Displayed Local currency amount is indicative and actual amount may differ.'

Field Description

Field Name	Description
Amendment No.	Displays the amendment number of the Outward Guarantee. Displays the link to view details of the Outward Guarantee amendment.
Issue Date	Displays the issue date of the Outward Guarantee.
New Expiry Date	Displays the modified expiry date of the Outward Guarantee, if changed.
New Outward Guarantee amount	Displays the modified amount of the Outward Guarantee, if changed.

4. Click the **View** link.
The **Outward Guarantee Amendment** screen appears for the selected Outward Guarantee amendment.
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 **Initiate Amendment** to go to the **Initiate Outward Guarantee** transaction.
OR
Click **Back** to navigate back to previous screen.

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

Search ...

Viewer ATM/Branch English

Welcome, obdx checker

Last login: 28 Sep 03:33 PM

Outward Guarantee Amendment

NATIONAL FREIGHT CORP | ***153

Guarantee Reference No.	Product	Undertaking Amount	Maturity Date
000GUR2125A5EK	Outward Bank Guarantee	GBP11,000.00	02 Sep 2021

View Guarantee Details [Compare with Previous Values](#)

50

Applicant Name
NATIONAL FREIGHT CORP

Address
PKBANK7XXXX

Country
United Kingdom

Account Name
NATIONAL FREIGHT CORP

Address
PKBANK7XXXX

Country
United Kingdom

Date of Application
05 May 2021

59A Modified

Beneficiary Name
Trade Indiv 1

Address
16, Fox Lane
Bliss Gate
United Kingdom

Country
United Kingdom

56A

Advising Bank

Type of Guarantee

Commitment Details

Contract Reference No

39D

Additional Amount Information

71D

Charges

44H

Governing Law and/or Place of Jurisdiction

32B

Undertaking Amount
GBP11,000.00

Effective Date
05 May 2021

48D

Transfer Indicator
No

45L

Underlying Transaction Details

48B

Demand Indicator

Presentation Terms and Conditions

77U Modified

Other Amendments to Undertaking
srirama

45C

Document and Presentation Instructions

Instructions

23B

Expiry Type
Open

23F

Closure Date
02 Sep 2021

72Z

Sender to Receiver Information

Special instruction

23B

Guarantee Expiry Date
03 Aug 2021

Delivery Details

24E

Delivery of Original Undertaking

24G

Delivery To/Collection by

Linkages

Currently, there are no deposits linked to this contract.

Confirm
Cancel
Back

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- a. Click **Cancel** to cancel the transaction, The **Dashboard** appears.
 The **View Outward Guarantee** screen appears.
 OR
 Click **Back** to navigate back to previous screen.

24.3 Attached Documents

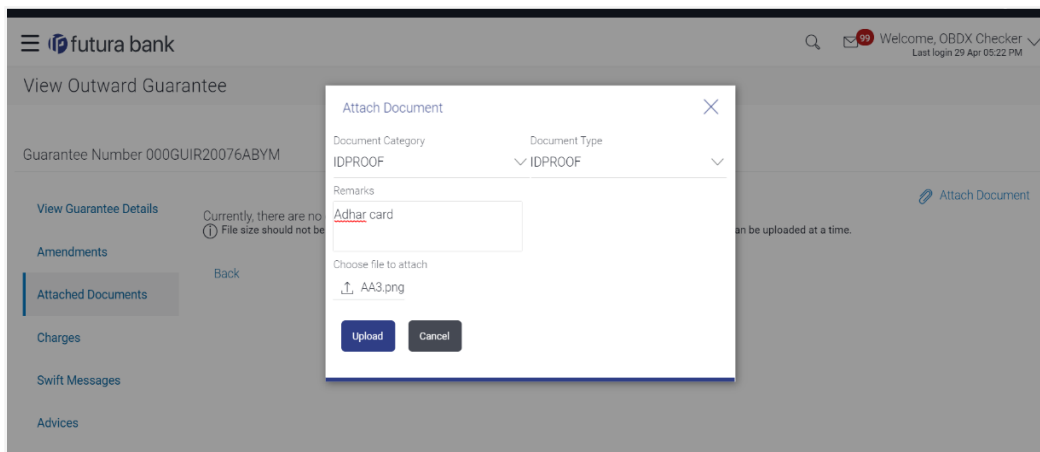
This tab allows you to attach documents required for the Outward Guarantee contract. You can also view the list of all documents uploaded by you.

- 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 Attached 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
Document Category	The category of the document to be uploaded.
Document Type	The type of the document to be uploaded for the selected category.
Remarks	The notes added, if any for attaching the document.
Choose File to attach	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 for Futura Bank. 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.

Field Description

Field Name	Description
Sr No	The serial number of the attach document records.
Document Id	Displays the unique identification number for the attached document. Displays the link to download the attach document.

Field Name	Description
Document Category	Displays the category of the document uploaded.
Document Type	Displays the type of the document uploaded.
Remarks	Displays the notes added, if any, for attaching the document.

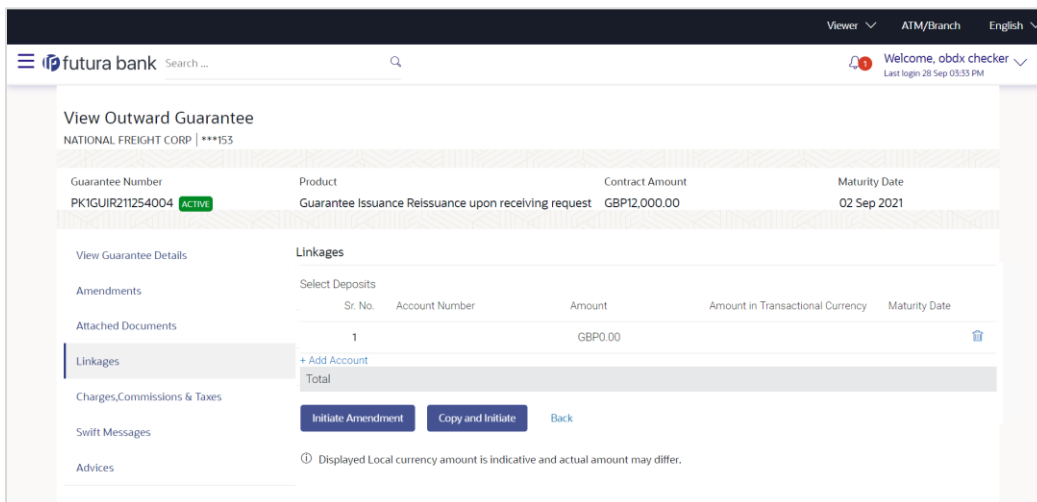
13. Click the required link in the **Document ID** column to download the attach document.
OR
Click **Back**.
The **View Outward Guarantee** screen appears.
OR
Click **Cancel** to cancel the transaction, The **Dashboard** appears.

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

24.4 Linkages

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

Linkages tab



Field Description

Field Name	Description
Sr. No.	The serial number of the schedule record.
Account Number	The deposit account that has to be mapped to the transaction.
Amount	The amount that is to be linked for the transaction, and partial linkages to be supported.

Field Name	Description
Amount in Transactional Currency	The tentative equivalent amount in transactional currency.
Maturity Date	The maturity date of the deposit.

14. Click **Copy and Initiate** to copy details of Outward Guarantee, and initiate a new Outward Guarantee. The **Initiate Outward Guarantee** screen appears.
OR
Click **Initiate Amendment** to go to the **Initiate Outward Guarantee** transaction.
OR
Click **Back** to navigate back to previous screen.

24.5 Charges, Commissions and Taxes

This tab lists charges, commissions and taxes levied for the Outward Guarantee.

15. 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 number is PK1GIRR200112003, which is marked as ACTIVE. The product is GIRR Guarantee Issuance / Reissuance upon receiving request, with a contract amount of GBP10,000.00 and a maturity date of 30 May 2020.

The 'Charges, Commissions & Taxes' section is expanded, showing a table of 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

Below the charges table, there is a 'Taxes' section with the following table:

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

The 'Commissions' section shows a table with the following data:

Commission for	Percentage	Amount
Guarantee issuance Commission	3	GBP36.67

A 'Back' link is visible at the bottom of the section.

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Field Description

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

Charges

Account No.	Displays the account number for levying Cancellation Charges / Advice Charges.
--------------------	--

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

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

Amount	Displays the amount charged for the various processes.
---------------	--

Taxes

Description of Charges	Displays the reason of charges levied for Various Guarantee related processes.
-------------------------------	--

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

Field Name	Description
Transaction Date	Displays the date on which the transaction is done.
Amount	Displays the amount of taxes.
Commissions	
Commission for	Displays the name of commission charges for the issued Guarantee.
Percentage	Displays the percentage of Guarantee amount charged as commission.
Amount	Displays the amount charged as commission.

24.6 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.

16. 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 'View Outward Guarantee' interface for National Freight Corp. The guarantee details are as follows:

Guarantee Number	Product	Contract Amount	Maturity Date
PK1GIRR200112003 ACTIVE	GIRR Guarantee Issuance / Reissuance upon receiving request	GBP10,000.00	30 May 2020

The 'Swift Messages' tab is active, displaying a table of messages:

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

Navigation: Page 1 of 1 (1-4 of 4 items) | < 1 > | X

Back

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Field Description

Field Name	Description
Message ID	Unique identification number for the message.
Date	Date of sending advice.
Description	The SWIFT message detailed description.
Sending/Receiving Bank	This displays the name of bank who has sent/received the message
Message Type	This shows the type of message sent/received such as MT760, MT767 etc
Action	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.

24.6.1 SWIFT Message Details

The screenshot shows the 'View Outward Guarantee' page 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 over the first row, displaying the event date (30 May 2020) and description (Receive Notice). The table also includes sections for Amendments, Attached Documents, Charges/Commissions & Taxes, and Advices.

Field Description

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

- a. Click  to close the window.

24.7 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.

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

OR

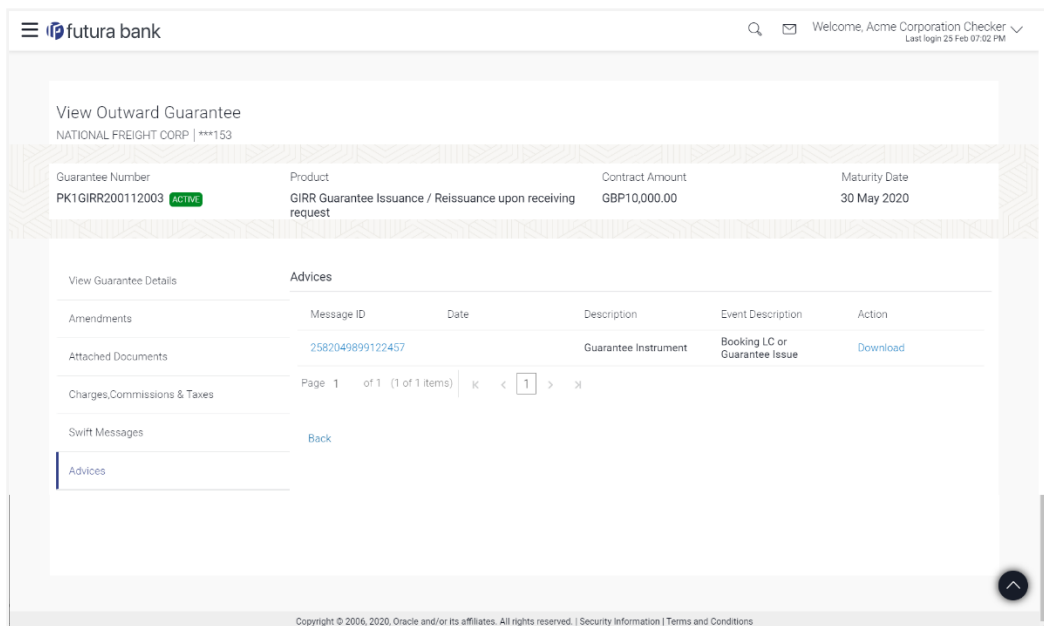
Click **Back**.

The **View Outward Guarantee** screen appears.

OR

Click **Cancel** to cancel the transaction.

View Outward Guarantee - Advices Tab

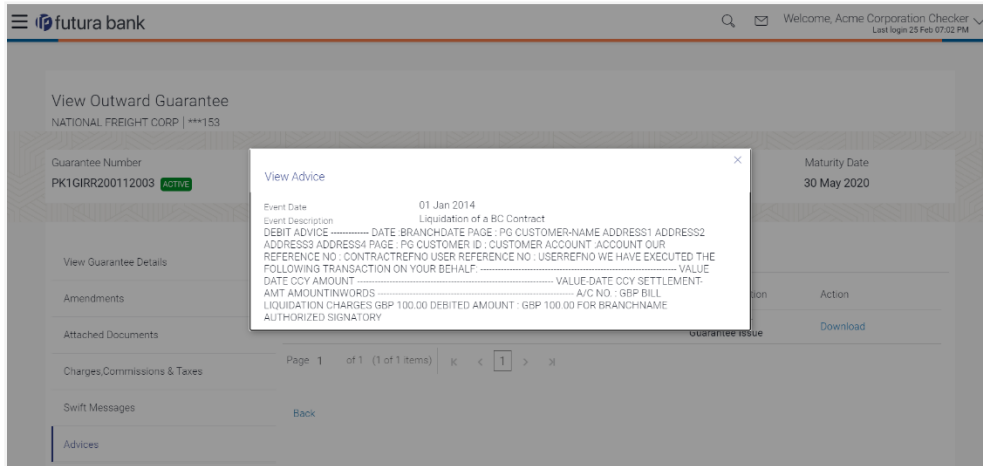


Field Description

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


20. 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.
21. Click the **Download** link against the advice to download in selected format like PDF formats, if required.

24.7.1 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.
22. Click **Back**.
The **View Outward Guarantee** screen appears.
OR
Click **Cancel** to cancel the transaction.

[Home](#)

25. Cancel Outward Guarantee

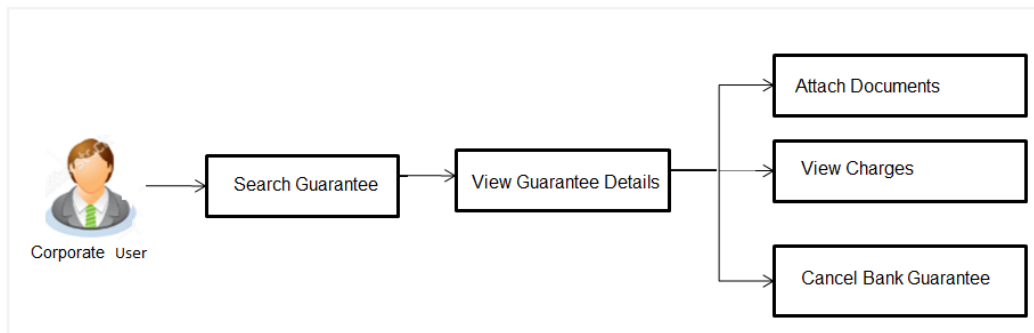
Using this option, user can apply for cancellation of Bank Guarantee and accept the requests for cancellation existing Outward Guarantees in the application.

This option allows the user to search for guarantees based on a certain filter criterion which he wishes to cancel. The searched guarantee then displays the summary of the Bank Guarantee..

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 > Cancel Bank Guarantee > Cancel Outward Guarantee

To cancel Outward Guarantee:

1. Navigate to the **Cancel Outward Guarantee** screen

Cancel Outward Guarantee - Search

Field Description

Field Name	Description
Lookup Guarantee Reference No.	The Outward Guarantee reference number.

- From the **Lookup Guarantee Reference No** list, select the appropriate guarantee reference number.
OR
Click the **Advanced Lookup** link. The Advanced Lookup overlay screen appears.

Advanced Lookup

Guarantee Number	Applicant Name	Beneficiary name	Undertaking Amount
PK3GUR21254004	NATIONAL FREIGHT CORP	HSBC BANK	GBP12,000.00
PK3GUR21254005	NATIONAL FREIGHT CORP	HSBC BANK	GBP10,000.00

Field Description

Field Name	Description
Beneficiary Name	The name of the beneficiary of the Outward Guarantee.
Issue Date	The issue start date and end date of the Outward Guarantee.
Expiry Date	The expiry date range for the Outward guarantee.
Undertaking Amount	The Outward Guarantee amount range used for searching the Outward Guarantee.

3. Enter the filter criteria to search the Outward guarantee.
4. Click **Apply**. The **Advanced Lookup** screen appears with the search results.
OR
Click **Cancel** to cancel the transaction. The Dashboard appears.
OR
Click **Clear** to clear the filter criteria
 - a. Click on the desired Guarantee Number link.
5. Click **Verify**. The Bank Guarantee Details appear.
OR
Click **Reset** to clear the search.

25.1 Outward Guarantee Details

This screen displays the summary of the selected Bank Guarantee.

Outward Guarantee Details

Cancel Outward Guarantee
GOODCARE PLC | ***044

Outward Guarantee Details

Look-up Guarantee Reference
000GUR21257002

SOA/SOB	SO
Applicant NATIONAL FREIGHT CORP	Beneficiary Name FIXNETIX
Address PI/BANK7D00X	Address PI/BANK4D00X
Country United Kingdom	Country United Kingdom
Undertaking Amount GBP12,000.00	Expiry Date 05 Aug 2021
Product Guarantee Issuance Reissuance upon receiving request	

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Field Description

Field Name	Description
Lookup Guarantee Reference No.	The Outward Guarantee reference number.
Bank Guarantee Details	
Displays the bank guarantee details of the selected Guarantee.	
Applicant	Displays the name of the applicant who has made the outward guarantee in favour of Beneficiary.
Address	Displays the address of applying party.
Country	Displays the country of applying party.
Undertaking Amount	Displays the amount of the Outward Guarantee.
Product	Displays the product type as coming from Host.
Beneficiary Name	Displays the name of the beneficiary of the Outward Guarantee.
Address	Displays the address of beneficiary party.
Country	Displays the country of beneficiary party.
Expiry Date	Displays the expiry date of the Outward Guarantee.

6. Click **Next** or click the **Charges** tab.

7. The **Charges** tab appears in the **Cancel Outward Guarantee** screen.

OR

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

OR

Click **Back** to go back to previous screen.

25.2 Charges

This screen allows the user to view the Cash Margin Amount and the account used for the cash Margin. He can however change the account (one of his mapped accounts) in which reversal of cash margin (if any) can be credited.

Also user can provide “Special Instructions” against the transaction.

Charges

Field Description

Field Name	Description
Account for Cash Margin Reversal	The account used for the cash margin reversal.
Balance	Displays the balance in the cash margin account.
Special Instructions	The special instructions that is to be provided against the transaction.

8. From the Account for Cash Margin Reversal field, select appropriate account.
9. In the Special Instructions field, enter special instructions if any.
10. Click **Next** or click the **Attachment** tab.
11. The **Attachment** tab appears in the **Cancel Outward Guarantee** screen.
OR
Click **Cancel** to cancel the transaction. The **Dashboard** appears.
OR
Click **Back** to go back to previous screen.

25.3 Attachments

This tab allows you to attach multiple documents required for the cancellation of outward Guarantee contract. The user can also enter a remark against each document.

Attachments

Field Description

Field Name	Description
Drop Files	Click to browse and select the file to be uploaded or drag and drop the file to be uploaded. 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.
Document Category	The category of the document to be uploaded.
Document Type	The type of the document to be uploaded for the selected category.
Document	The document to be uploaded for the selected category.
Add Remarks	The notes added, if any for attaching the document.

12. Click **Drop Files** to browse and select the required document present on your computer. The Attach Document popup window appears.
13. Select the required document present on your computer to upload.
14. From the **Document Category** select the appropriate option.
15. From the **Document Type** select the appropriate option.
16. In the **Add Remarks** field add notes for attaching documents.
17. Select and click **Delete** to remove the required attached document.

18. Select the **I accept the Terms and Conditions** check box to accept the Terms and Conditions.
19. Select the **I agree to surrender original guarantee** check box to accept the agreement to surrender the original guarantee.
20. Click **Preview Draft** Copy to have a preview of draft.
21. Click **Submit** to attach supporting documents.
OR
Click **Cancel** to cancel the transaction. The Dashboard appears.
OR
Click **Back** to go back to previous screen.
22. The review screen appears. It displays all the sections with their respective fields .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.
23. The success message initiation of outward guarantee cancellation appears along with the reference number. Click **OK** to complete the transaction.

[Home](#)

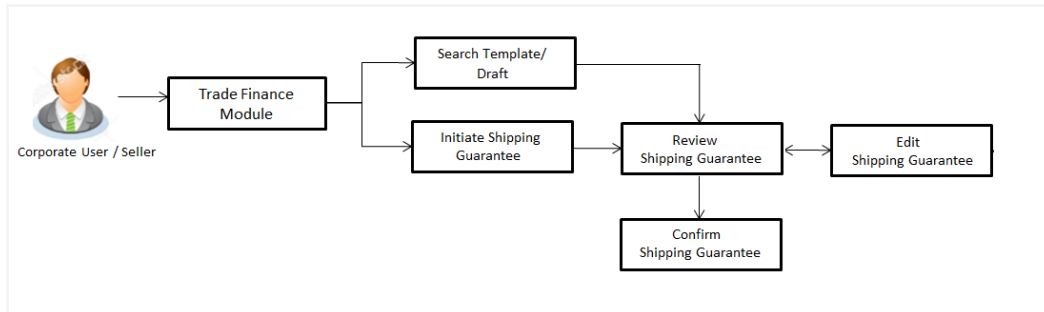
26. Initiate Shipping Guarantee

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

26.1 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

The screenshot displays the 'Initiate Shipping Guarantee' search results in the Futura Bank interface. The page includes a search bar, a table of results, and a 'Cancel' button. The table has the following data:

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)

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.

26.2 Search Shipping Guarantee Drafts

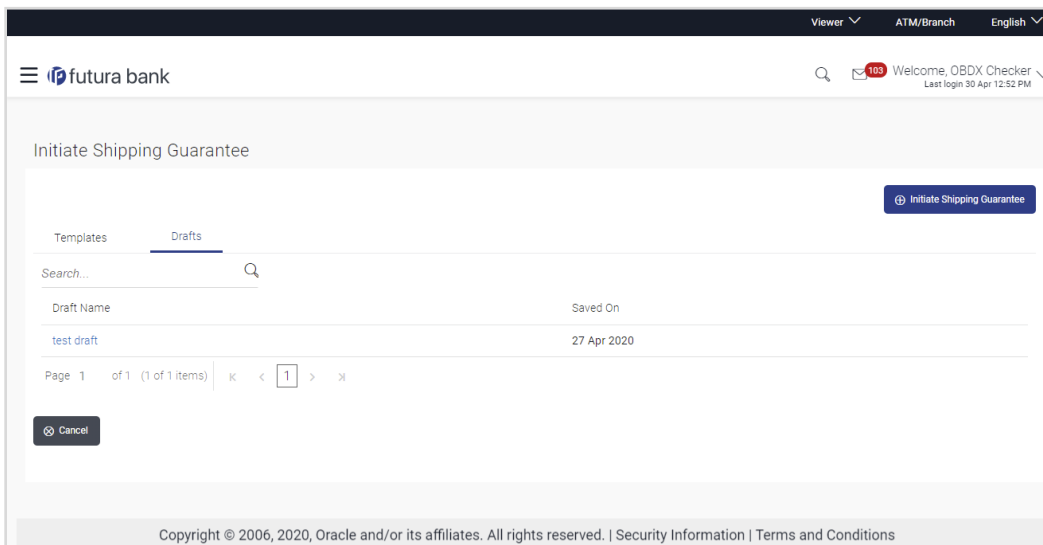
User can save shipping guarantee application as a Draft so that it can be used if required in future. User can search the saved shipping guarantee draft using Draft Name.

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 with 'test draft' entered. A table displays the search results with columns 'Draft Name' and 'Saved On'. The table contains one row: 'test draft' and '27 Apr 2020'. There are navigation controls for the table, including 'Page 1 of 1 (1 of 1 items)' and a 'Cancel' button.

Field Description

Field Name	Description
Search Result	
Draft Name	The name of the shipping guarantee application saved as draft.
Saved On	The date on which the draft was saved.

3. Click **Cancel** to cancel the transaction.

26.3 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
Issue Under	Indicates whether the shipping is initiated under LC or Collection. The options are: <ul style="list-style-type: none"> • LC • Collection
Lookup LC Reference No.	Indicates option to select the LC reference number. This field appears if you select LC option in the Issue Under filed.
Advanced Lookup	Below fields appear if you click Advanced lookup link.
Applicant Name	The name of the applicant.
Beneficiary Name	The beneficiary name.
Status	The Status of the LC.

Field Name	Description
LC Amount Range From -To	The LC amount range.
Advanced Lookup Search results	
Below fields appear if you click Advanced lookup link.	
LC Number	The searched LC reference number.
Beneficiary Name	The name of the beneficiary.
Issue Date	The issue date of LC.
Date of Expiry	The start date range and end date the LC gets expired.
LC Status	The status of the LC.
LC Amount	Indicates the amount for the Letter of Credit along with the currency under which the LC is issued.
Outstanding Amount	This field specifies any outstanding amount available along with the currency.
Applicant Details	
Below applicant related fields appear if you select Collection option in the Issue Under filed.	
Applicant Name	The name of applying party.
Address	The address of applying party.
Country	The country of applying party.
Date of Application	Application date when Bill has to be initiated.
Beneficiary Details	
Beneficiary Type	Indicates beneficiary party type. The options are: <ul style="list-style-type: none"> Existing New
Beneficiary Name	The name of beneficiary party.

Field Name	Description
Address	The address of beneficiary party. This field is enabled only if the New option is selected in the Beneficiary Type field.
Country	The country of beneficiary party. This field is enabled only if the New option is selected in the Beneficiary Type field.
Product Details	
Product	The product type as coming from Host.
Date of Expiry	The expiry date of the guarantee. The expiry date must be later than the application date.
Shipping Guarantee Details	
Shipping Guarantee Amount	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.

26.3.1 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 titled 'Initiate Shipping Guarantee' and contains several sections:


- LC Linkage:** Radio buttons for 'Yes' (selected) and 'No'. An 'LC Number' field contains '000ILSN20076A1XH' with a 'Reset' button.
- Shipping Guarantee Details:** A collapsed section.
- Shipment Details:** An expanded section with various dropdowns and text inputs:
 - Partial Shipment:** 'Allowed'.
 - Transshipment:** 'Allowed'.
 - Transportation Mode:** 'Air'.
 - Shipment From:** 'Mumbai'.
 - Port of Loading:** 'Mumbai'.
 - Shipment To:** 'London'.
 - Port of Discharge:** 'London'.
- Goods Table:**

Serial Number	Goods	Description of Goods	Units	Price Per Unit
1	CILLAFA...	CILLAFABRIC	100	£1,200.00

At the bottom, there are buttons for 'Add Goods', 'Continue', 'Instructions', 'Attachments', and a checkbox for 'I accept the terms and conditions'. The footer contains 'Copyright © 2006, 2020, Oracle and/or its affiliates. All rights reserved. | Security Information | Terms and Conditions'.

Field Description

Field Name	Description
Shipment Date	<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 Latest Shipment Date or Shipment Period field.</p>
Transportation Mode	Indicates which mode of transportation is to be used i.e. Air, Sea, Road, Rail, Multimodal etc.
Port of Loading	The place of dispatch or taking in charge of the goods or loading on board.
Port of Discharge	The port of discharge.
Carrier Name	The carrier name that carries the shipment.
Carrier Arrival Details	The arrival details of the shipment.
Bill of Lading	The bill of lading of goods.
Shipment Marks	The shipment marks.
Shipment Agent Name	The name of the shipping agent.
Description of Goods & Services	
SR No	Serial Number.
Goods	The type of good being shipped has to be chosen.
Goods Description	The description about the goods.
Quantity	The number of units of the good covered under the Guarantee.
Cost/ Unit	The price per unit of the good covered under the Guarantee.
Gross Amount	The gross amount of goods.

Field Name	Description
Shipping Guarantee Details	The details of the shipment.
	<p>9. In the Shipment Date field, enter the latest shipment date for loading goods on board/ dispatch/ taking in charge.</p> <p>10. From the Transportation Mode select the appropriate option.</p> <p>11. In the Port of Loading field, enter the port of dispatch or taking in charge of the goods or loading on board.</p> <p>12. In the Port of Discharge field, enter the port of discharge of the goods.</p> <p>13. In the Carrier Name field, enter the name of the shipping carrier.</p> <p>14. In the Carrier Arrival Details field, enter the details of the shipping carrier arrival.</p> <p>15. In the Bill of Lading field, enter the bill of lading details.</p> <p>16. In the Shipment Marks field, enter the shipment marks.</p> <p>17. In the Shipment Agent Name field, enter the name of the shipping agent.</p> <p>18. In the Description of Goods & Services section,</p> <ul style="list-style-type: none"> a. From the Goods list, select the goods being shipped. b. In the Description of Goods field, enter the description of the goods traded under the Guarantee. c. In the Quantity field, enter the number of units of the goods traded under the Guarantee. d. In the Cost/ Unit field, enter the price per unit of the goods traded under the Guarantee. e. Click Add Goods to add new good if required. OR Click  to remove the already added goods. OR Click Continue to save the details entered and proceeds to next level of details. OR Click the Instructions tab. <p>19. In the Shipping guarantee Details field, enter the details of shipping guarantee.</p> <p>20. Click Continue to save the details entered and proceeds to next level of details. OR Click the Charges, Commissions and Taxes tab. The Charges, Commissions and Taxes 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.</p>

26.3.2 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
Charges	
Account No.	Displays the account number for levying Cancellation Charges / Advice Charges.
Description of Charges	Displays the reason of charges levied for Various Guarantee related processes.
Date	Displays the date on which charges are applicable.
Amount	Displays the amount charged for the various processes.
Taxes	
Description of Charges	Displays the description charges applicable.
Value Date	Displays the value date of the taxes.

Field Name	Description
Transaction Date	Displays the date on which the transaction is done.
Amount	Displays the amount of taxes.
Commission	
Commission for	Displays the commission charges in terms of percentage for the issued Guarantee.
Percentage	Displays the percentage of Guarantee amount charged as commission.
Amount	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.

26.3.3 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' page for 'GOODCARE PLC | ***044'. The 'Instructions and Attachments' tab is active. The form includes a text area for 'Instructions to the Bank' with the value 'instructionsnew'. Below this is a file upload section with the text 'Drop files here or click here to Add Files' and a file icon. A note 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 selected, No unselected) and 'Access Type' (Public selected, Private unselected). The 'Template Name' field contains '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
Instructions to the Bank (not forming part of Shipping Guarantee)	Any additional instructions that you want to give to the bank.
Attachments	Click to browse and select the file to be uploaded or drag and drop the file to be uploaded.
Document Name	Displays the name of the attached documents. Displays the link to download the attached document.
Document Category	Displays the category of the document uploaded.
Document Type	Displays the type of the document uploaded.
Remarks	Displays the notes added, if any, for attaching the document.
	Click the icon to remove the attached document-
Save as Template	Options to save the transaction as template. The options are: <ul style="list-style-type: none"> • Yes • No
Access Type	Indicates the type of access for the template. The options are: <ul style="list-style-type: none"> • Public • Private <p>This field is enabled if the Yes 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.

26.4 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
Template Type	Indicates the type of access for the template. The options are: <ul style="list-style-type: none"> • 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 it while initiating Shipping Guarantee and modify or delete such template.
Template Name	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.

26.5 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
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 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](#)

27. View shipping Guarantee

Using this option, you can view existing shipping guarantees in the application.

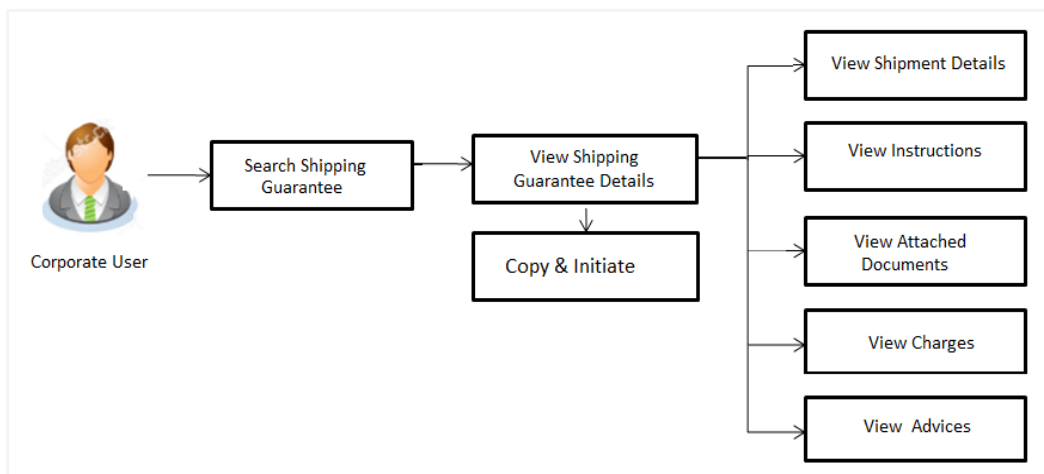
A guarantee from a lending institution ensures that the liabilities of a debtor will be met. In other words, if the applicant fails to fulfil a commitment, the lending institution will cover it. A Bank Guarantee enables user to show more credibility while doing business.

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
Beneficiary Name	The name of the beneficiary of the shipping guarantee.
Shipping Guarantee Status	The status of the shipping guarantee. The options are: <ul style="list-style-type: none"> • All • Active • Hold • Cancelled • Closed • Reversed
Shipping Guarantee Amount From - To	The shipping guarantee currency and amount range.
Expiry Date	The expiry date of the guarantee.
LC Linkage	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
PK2SGLT19081A1XI	NATIONAL FREIGHT CORP	FIXNETIX	NA	GBP100,000.00	ACTIVE	26 Apr 2019
PK2SGLT19081A1XJ	NATIONAL FREIGHT CORP	FIXNETIX	NA	GBP100,000.00	ACTIVE	26 Apr 2019
PK2SGLT19081A1XH	NATIONAL FREIGHT CORP	FIXNETIX	NA	GBP100,000.00	ACTIVE	26 Apr 2019
PK2SGLT190813501	NATIONAL FREIGHT CORP	FIXNETIX	NA	GBP1,000.00	CANCELLED	26 Apr 2019
PK2SGLT190815501	NATIONAL FREIGHT CORP	FIXNETIX	NA	GBP1,000.00	CANCELLED	30 Apr 2019
PK2SGLT190818006	NATIONAL FREIGHT CORP	FIXNETIX	NA	GBP1,000.00	CANCELLED	26 Apr 2019
000SGLC20076B8DL	NATIONAL FREIGHT CORP	FIXNETIX	NA	GBP10,000.00	ACTIVE	17 Mar 2020
PK1SGLC20011A2BH	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

Field Name	Description
Shipping Guarantee Reference Number	The Shipping Guarantee number. Displays the link to view details of the Shipping Guarantee.
Applicant Name	The name of the applicant of the shipping guarantee.
Beneficiary Name	Displays the name of the beneficiary of the shipping guarantee.
Linked LC Number	Displays the LC number if the shipping guarantee is attached to it and LC is linked to guarantee.
Amount	Displays the amount of the shipping guarantee.
Status	Displays the status of the shipping guarantee.
Expiry Date	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.

27.1 **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 ACTIVE	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

Goods	Description of Goods	Units	Price Per Unit
No data to display.			

Transportation Mode
Port of Discharge
Bill of lading
Shipment Agent Name
Cargo Arrival Details

Instruction

Instructions to the Bank: Not forming part of Shipping Guarantee

[Back](#)

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Field Description

Field Name	Description
Guarantee Reference Number	Displays the shipping Guarantee number.
Product	Displays the shipping Guarantee product type coming from Host.
Amount	Displays the amount of the shipping guarantee.
Expiry Date	Displays the expiry date of the shipping guarantee.
Applicant Details	
Applicant Name	Displays the name of applying party.
Address	Displays the address of applying party.

Field Name	Description
Country	Displays the country of applying party.
Date of Application	Displays the application date when Bill has been initiated.
Beneficiary Details	
Beneficiary Name	Displays the name of beneficiary party.
Address	Displays the address of beneficiary party.
Country	Displays the country of beneficiary party.
Product Details	
Product	Displays the product type as coming from Host.
Date of Expiry	Displays the expiry date of the shipping guarantee.
Shipping Guarantee Amount Details	
Shipping Guarantee Amount	Displays the amount of the shipping guarantee.
Goods & Shipment Details	
This tab includes the shipment details of the Guarantee application.	
Latest Date of Shipment	Displays the latest date of shipment.
Transportation Mode	Displays the transportation mode for the goods.
Port of Loading	Displays the place of dispatch or taking in charge of the goods or loading on board.
Port of Discharge	Displays the port of discharge.
Carrier Name	Displays the carrier name that carries the shipment.
Bill of Lading	Displays the bill of lading.
Shipment Marks	Displays the shipment marks.

Field Name	Description
Shipment Agent Name	Displays the name of the shipment agent.
Shipment Guarantee Details	Displays the details of the shipment Guarantee.
Cargo Arrival Details	Displays the details of the cargo arrival.
Goods	Section displays the added goods for shipment.
SR No	Displays the serial number.
Goods	Displays the type of good being shipped.
Description of Goods	Displays the description about the goods.
Units	Displays the number of units of the good covered under the guarantee.
Price Per Unit	Displays the price per unit of the good covered under the guarantee.
Instructions	This tab includes the bank instruction details of the Shipment Guarantee application.
Instruction to Bank: Not Forming part of Shipping Guarantee	Displays the instruction which was provided by user to bank to be taken care of while creating guarantee.

27.2 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.

27.2.1 View Attached Documents

View Shipping Guarantee – Attached Documents tab

Field Description

Field Name	Description
Sr No	The serial number of the attached document records.
Document ID	Displays the unique identification number for the attached document. Displays the link to download the attached document.
Document Category	Displays the category of the document uploaded.
Document Type	Displays the type of the document uploaded.
Remarks	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.

27.3 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 displays the 'View Shipping Guarantee' screen for 'PREETHIS | ***153'. The main header shows the guarantee reference 'PK2SGLT190818006' with an 'ACTIVE' status. The product is 'SGLT Shipping Guarantee' with a guarantee amount of 'GBP1,000.00' and an expiry date of '26 Apr 2019'.

The 'Charges, Commissions & Taxes' section is expanded, 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

The 'Taxes' and 'Commissions' sections are currently empty, displaying 'No data to display'.

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Field Description

Field Name	Description
Charges	
Account No.	Displays the account number for levying Cancellation Charges / Advice Charges.
Description of Charges	Displays the reason of charges levied for Various Guarantee related processes.
Date	Displays the date on which charges are applicable.
Amount	Displays the amount charged for the various processes.
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.
Commission	
Commission for	Displays the commission charges in terms of percentage for the issued Guarantee.
Percentage	Displays the percentage of Guarantee amount charged as commission.
Amount	Displays the amount charged as commission.

27.4 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 ACTIVE	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	Download

At the bottom of the table, there is a pagination control: Page 1 of 1 (1 of 1 items) with navigation arrows.

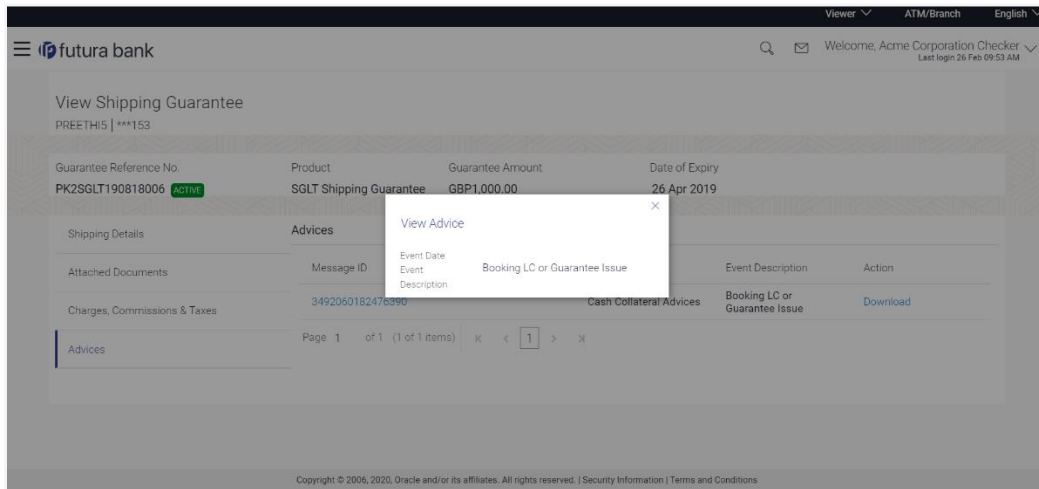
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Field Description

Field Name	Description
Message ID	Unique identification number for the message.
Date	Date of sending advice.
Description	The detail description of advice.
Event Description	Displays the description of the event.
Action	The action to be taken that is to download the advice 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 in selected format like PDF formats, if required.

27.4.1 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.
15. Click **Back**.
The **View Shipping Guarantee** screen appears.
OR
Click **Cancel** to cancel the transaction.

[Home](#)

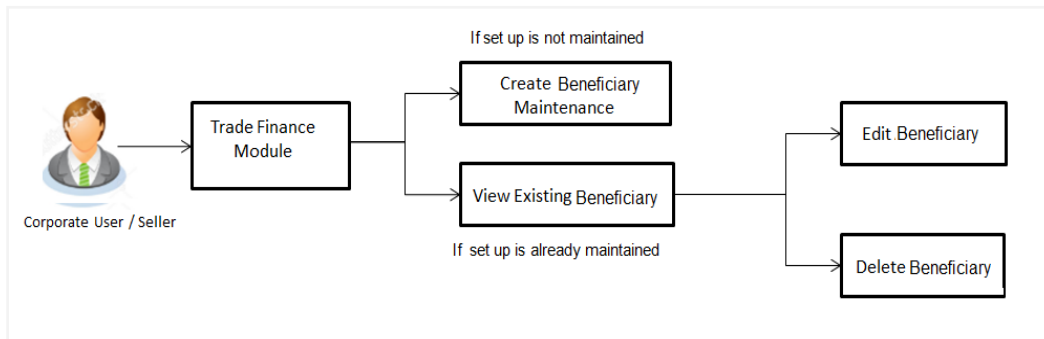
28. Other Party Maintenance

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

28.1 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 party cards. Each card shows the party name, privacy status, SWIFT Code, Nickname, and Applicability. The cards are: Sdd (Private), Leo toys (Public), Ccsc (Public), Cinc (Private), Crnc (Public), Jack (Private), Viussrinc (Private), Visseerinc (Private), and Vivssrnc (Private). A pagination bar at the bottom indicates 'Page 1 of 2 (1-9 of 18 items)'. 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
Party Name	The name of the applicant is displayed.
Party ID	The party Id is displayed in a masked format.
Search By	Enter the name of the card to search and view its details. Partial search is allowed.
Other Party Maintenance Card	The Other Party Maintenance card displays the name of the Other Party Maintenance along with the other details like SWIFT Code, Nickname, and Applicability.
Other Party Maintenance Card Name	The name using which other party details is stored.

Field Name	Description
Access Type	The accessibility the beneficiary recorded i.e. public or private.
SWIFT Code	The SWIFT code of the Beneficiary/Drawee bank.
Nickname	The nickname of the Beneficiary/drawee.
Applicability	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"> • Letter of Credit • Bills • Guarantee

- 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.

28.1.1 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

List of Other Parties

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	lihsbrtech	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)

1.1.4 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	Nickname	Bank Name	SWIFT Code
Leo Toys Public	LEOTOY	CITIBANK IRELAND	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](#)

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.

28.2 Other Party - Create

To create other party:

1. Click **Create** to create other party. The **Create Other Party** screen appears.

Create Other Party

The screenshot shows a web interface for 'futura bank'. The page title is 'Other Party Maintenance' with a sub-header 'DEV Org | ***165'. The form is divided into two main sections: 'Beneficiary/Drawee Details' and 'Bank Details'.
Beneficiary/Drawee Details:
 - Name: John Smith
 - Address: 20 Redwoods, ABC Complex, Example Street
 - Country: UNITED STATES (dropdown menu)
 - Nickname: John
Bank Details:
 - SWIFT Code: ORACGB2LOOO (with a 'Verify' button)
 - A 'Lookup SWIFT Code' section lists 'Credit Available With' and 'ORACGB2LOOO' multiple times, along with 'plot mo 23 London' and a 'Reset' button.
 - Radio buttons for 'Public' and 'Private' (selected).
 - 'Applicability' section with checked boxes for: All, Letter of Credit, Collections, Guarantee, Shipping Guarantee, and Bills.
 - At the bottom are 'Submit', 'Cancel', and 'Back' buttons.
 - A 'Note' box on the right states: 'You can maintain details of beneficiaries that you often need to make trade transactions to. By maintaining a beneficiary you can create a contract without re-entering beneficiary and beneficiary's bank details. You can also specify if the beneficiary maintained will be available to other users of your party.'

Field Description

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

Beneficiary/Drawee Details

Beneficiary/Drawee Name	The beneficiary against whom LC/Bills/ Guarantee is to be created.
--------------------------------	--

Address	The address of beneficiary to be saved.
----------------	---

Country	The country of the beneficiary.
----------------	---------------------------------

Field Name	Description
Nickname	The nickname of the Beneficiary/drawee.
Bank Details	
SWIFT Code	The SWIFT ID of the Beneficiary/Drawee Bank. Click Lookup SWIFT Code if required, to search and select the bank details, available in the application.
SWIFT code Look up	
The following fields appear on a pop up window if the Lookup SWIFT Code link is clicked.	
Swift Code	The facility to lookup bank details based on SWIFT code.
Bank Name	The facility to search for the SWIFT code based on the bank name.
Country	The facility to search for the SWIFT code based on the country.
City	The facility to search for the SWIFT code based on city.
SWIFT Code Lookup - Search Result	
Bank Name	The names of banks as fetched on the basis of the search criteria specified.
Address	The complete address of each bank as fetched on the basis of the search criteria specified.
SWIFT Code	The list of SWIFT codes as fetched on the basis of the search criteria specified.
Bank Details	Name and Address of the bank where credit would be available. This field is enabled if the Bank Address option is selected in the Credit Available With field.
Access Type	The accessibility the beneficiary recorded will have.
Applicability	The applicability the beneficiary recorded will have. The options are: <ul style="list-style-type: none"> • All • Letter of Credit • Collections • Guarantee • Shipping Guarantee • Bills

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**.

28.3 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**.

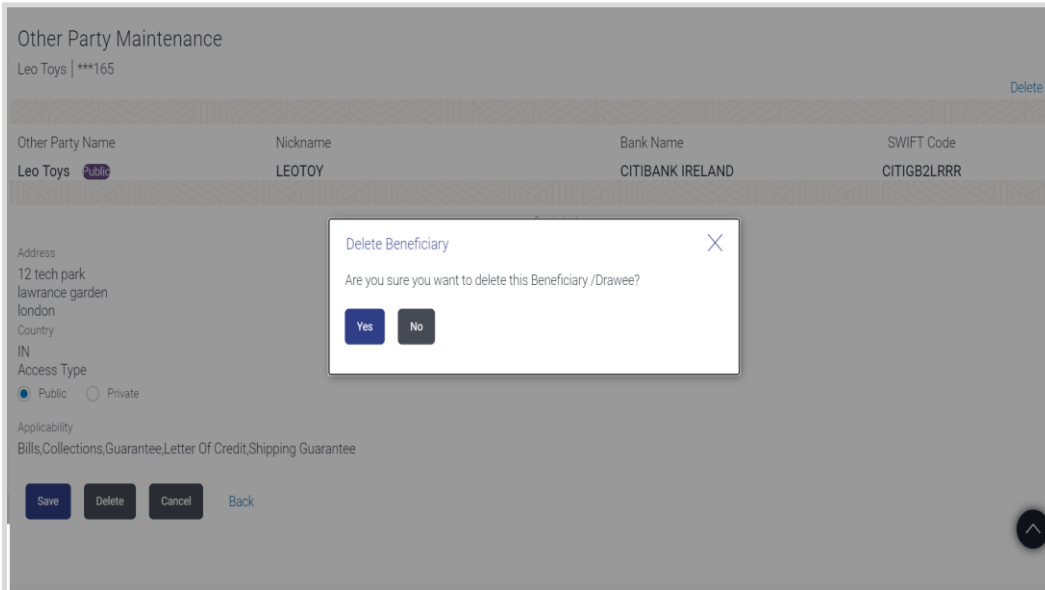
28.4 Other Party Maintenance - Delete

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](#)

29. 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:

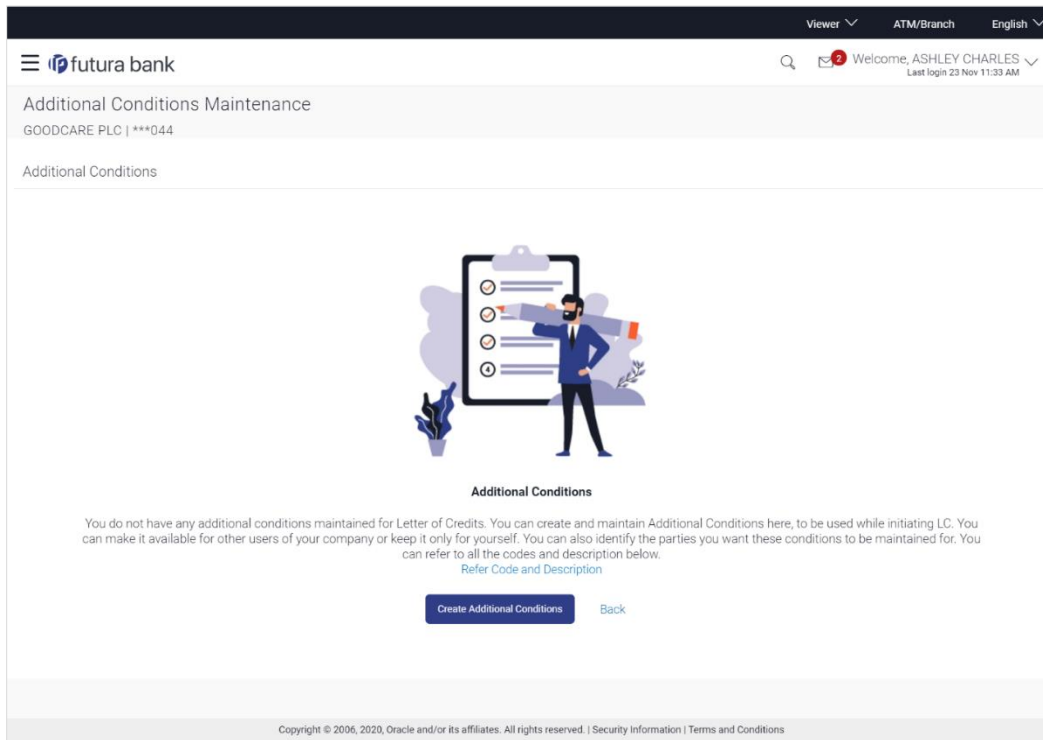
Dashboard > Toggle menu > Trade Finance > Maintenance > Additional Condition Maintenance

29.1 Additional Condition Maintenance - Create

To create Additional Condition:

1. Navigate to the **Additional Condition Maintenance** screen.

Create Additional Condition Maintenance



Viewer ATM/Branch English

futura bank

Welcome, ASHLEY CHARLES
Last login 23 Nov 11:33 AM

Additional Conditions Maintenance
GOODCARE PLC | ***044

Additional Conditions

Additional Conditions

You do not have any additional conditions maintained for Letter of Credits. You can create and maintain Additional Conditions here, to be used while initiating LC. You can make it available for other users of your company or keep it only for yourself. You can also identify the parties you want these conditions to be maintained for. You can refer to all the codes and description below.

[Refer Code and Description](#)

[Create Additional Conditions](#) [Back](#)

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Field Description

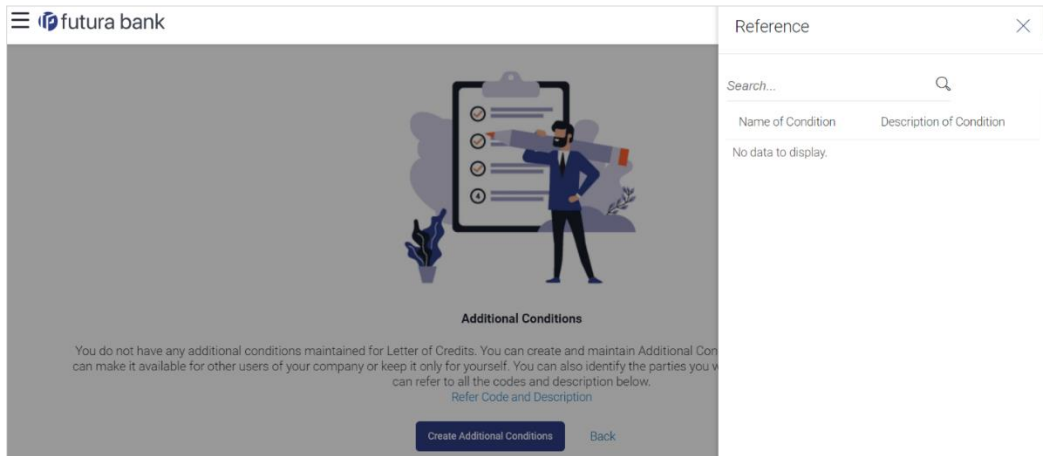
Field Name	Description
------------	-------------

Party Name	The name of the applicant is displayed.
-------------------	---

Party ID	The party Id is displayed in a masked format.
-----------------	---

- 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.

29.2 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
------------	-------------

Select Code	The option to select the code
--------------------	-------------------------------

Description	The description of the code.
--------------------	------------------------------

Type Identifier	User needs to provide an identifier for the description under the code.
------------------------	---

Available to Others	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.
----------------------------	---

2. From **Select Code** list, select the appropriate code.
3. In the **Description** field, enter the description of the code.
4. In the **Type of Identifier** field, enter the type of identifier.
5. Move the slider to allow the code to be visible to the user.
6. Click **Add** to create a new additional condition.
OR
Click **Cancel** to cancel the transaction. The **Dashboard** appears.
7. The **Review Additional Condition** screen appears. Verify the details, and click **Confirm**.
OR
Click **Cancel** to cancel the transaction.
8. The success message appears. Click **Go to Dashboard**, to navigate to the **Dashboard**.

29.3 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 displays the 'Additional Conditions Maintenance' interface. At the top, there's a navigation bar with 'Viewer', 'ATM/Branch', and 'English' dropdowns. Below that, the 'futura bank' logo and a user greeting 'Welcome, corp checker' are visible. The main content area is titled 'Additional Conditions Maintenance' and shows a table of conditions. The table has columns for 'Code/Identifier', 'Description', 'Available to Others', and 'Created By'. There are two rows of data under 'INSTRUCTION3' and one row under 'INSTRUCTION2'. At the bottom left, there are 'Edit' and 'Cancel' buttons. A copyright notice is at the very bottom: 'Copyright © 2006, 2020, Oracle and/or its affiliates. All rights reserved. | Security Information | Terms and Conditions'.

Code/Identifier	Description	Available to Others	Created By
INSTRUCTION3			
ins3dev2	new condition3 edit	No	Dcorpchecker
ins3dev4	new additionalvcvc	No	Dcorpchecker
INSTRUCTION2			

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.

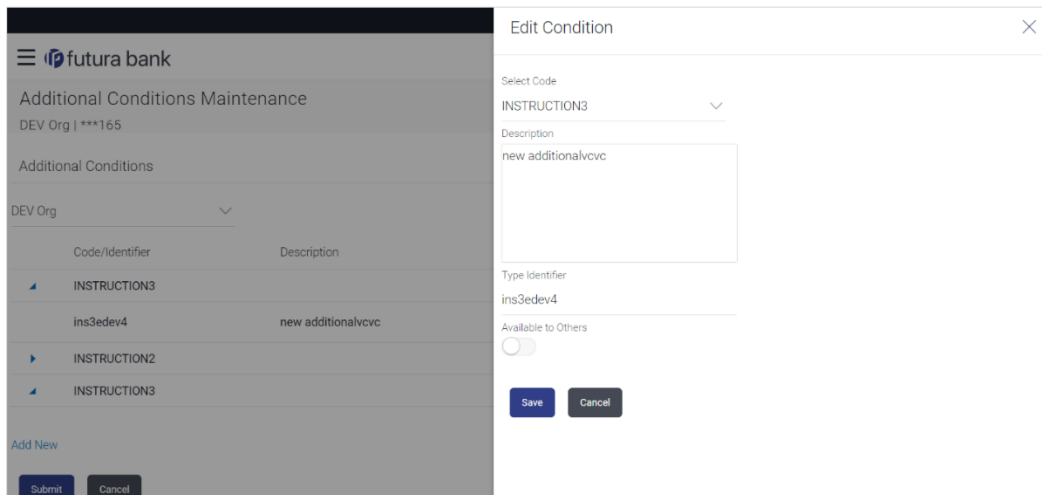
29.4 Additional Conditions Maintenance - Edit

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**

29.5 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.

29.6 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](#)

30. 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

30.1 Clause Maintenance - Create

To create Clause:

1. Navigate to the **Clause Maintenance** screen.

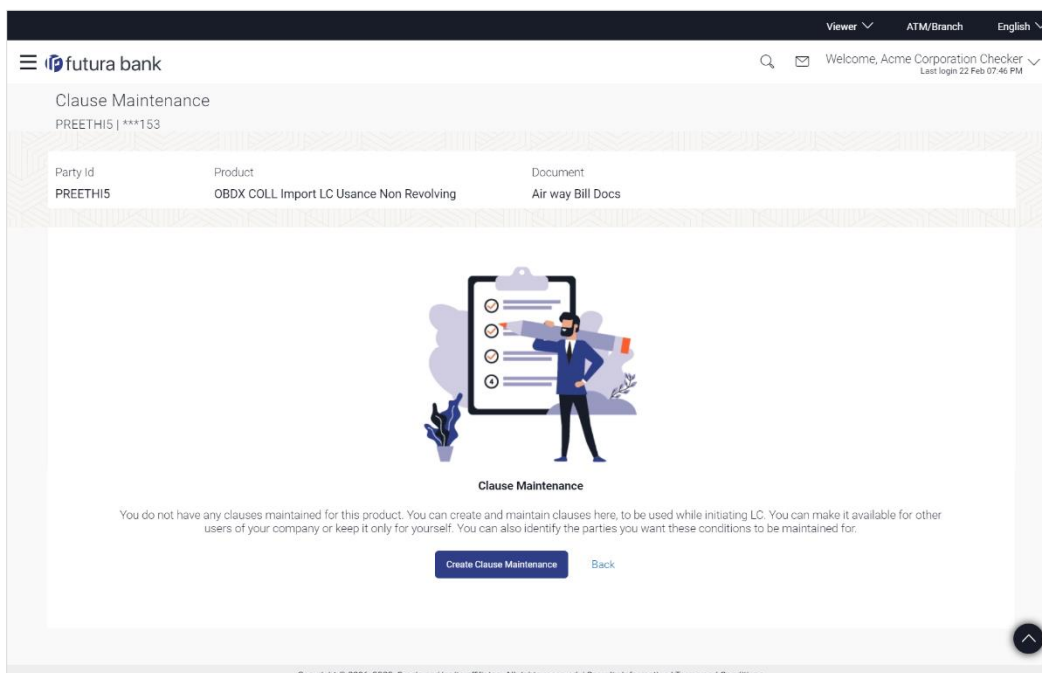
Clause Maintenance - Create

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.
Party ID	The option to select the party Id for which you want to create a clause.
Select Product	The option to select the product
Document	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

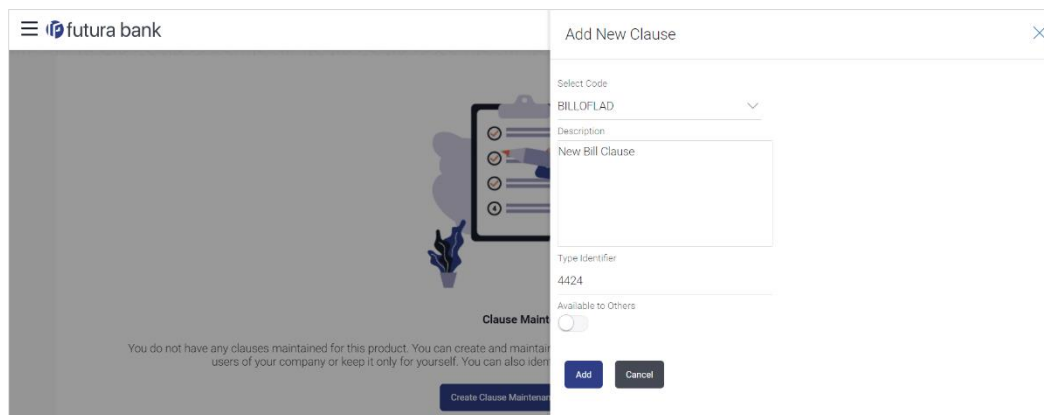


Field Description

Field Name	Description
Party Name	The name of the applicant is displayed.
Party ID	The party Id is displayed in a masked format.
Party ID	The selected party Id is displayed.
Product	The selected product is displayed.
Document	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



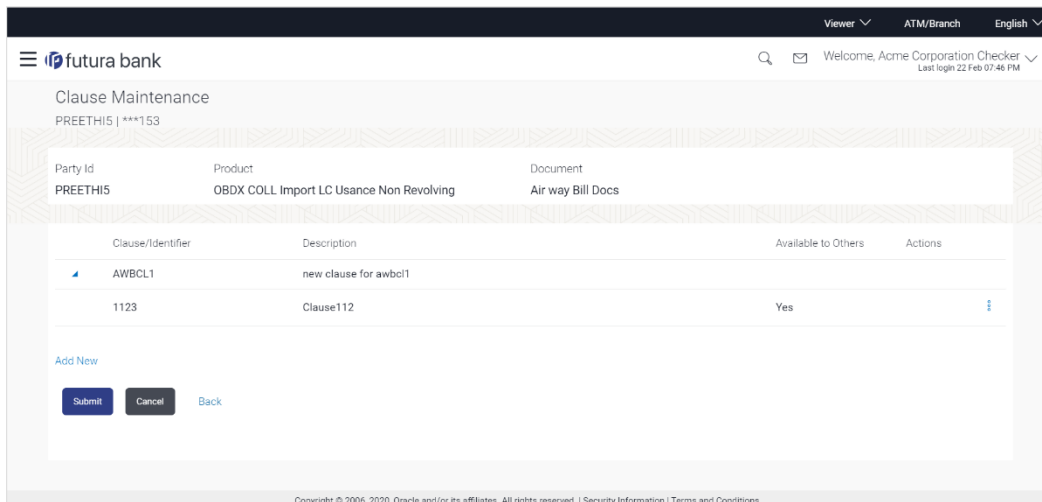
Field Description

Field Name	Description
Select Code	The option to select the code
Description	The description of the code.
Type of Identifier	User needs to provide an identifier for the description under the code.
Available to Others	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
Party ID	The selected party Id is displayed.
Product	The selected product is displayed.
Document	The selected document is displayed.
Clause/ Identifier	The identifier of the conditions of the documentary credit.
Description	The description of the selected clause.
Available to Others	The option to specify whether the clause will be available to others or not.
Actions	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**.

30.2 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

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
Party ID	The option to select the party Id for which you want to create a clause.
Select Product	The option to select the product
Document	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	Product	Document
GOODCARE PLC	Import Back to Back LC product-Advance Non Periodic	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
Party ID	The selected party Id is displayed.
Product	The selected product is displayed.
Document	The selected document is displayed.



Clause Maintenance

Clause/ Identifier	The identifier of the conditions of the documentary credit.
Description	The description of the selected clause.

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

Available to Others	The option to specify whether the clause will be available to others or not.
----------------------------	--



Actions	The action to allow the user to view, edit, duplicate and delete the clause.
----------------	--

- 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.

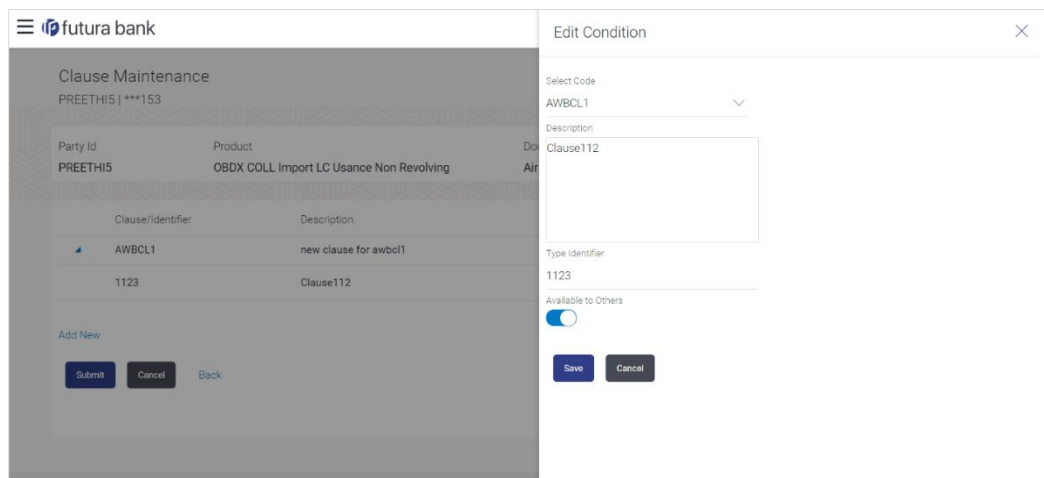
30.3 Clause Maintenance - Edit

Using this option corporate user can edit the details of the selected clause, maintained in the application.

To modify a clause:

- Repeat steps 1 to 4 of **Clause Maintenance - View** section.
- Click **Edit** to edit the clause details.
- Click  to expand and view the clause details.
- 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:** A dropdown menu with 'AWBCL1' selected.
- Description:** A text input field containing 'Clause112'.
- Type Identifier:** A text input field containing '1123'.
- Available to Others:** A toggle switch that is currently turned on (blue).
- Buttons:** 'Save' and 'Cancel' buttons at the bottom.


- Update the required details.
- 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**

30.4 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.

30.5 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](#)

31. 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 Number	Application Type	Beneficiary Name	Amount	Application Date
PK2ILCI000007789	Letter Of Credit	BeneLCPubIT	GBP2,340.00	05 May 2021
PK2ILCI000006872	Letter Of Credit	beneMakerIS	GBP111.00	05 May 2021
PK2ILCI000006804	Letter Of Credit	molyKOFGERM	GBP80,000.00	05 May 2021
PK2ILCI000006802	Letter Of Credit	molyKOFGERM	GBP80,000.00	05 May 2021
PK2ILCI000006801	Letter Of Credit	molyKOFGERM	GBP80,000.00	05 May 2021
PK2ILCI000006783	Letter Of Credit	molyKOFGERM	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: <ul style="list-style-type: none"> All Letter of Credit Bank Guarantee Import LC Amendment LC Amendment Customer Acceptance Bill Discrepancy Customer Acceptance

Field Name	Description
Duration	<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"> • Last 7 Days • Last 15 Days • Last 1 Month • Last 3 Months • Last 6 Months • Last 1 Year
Search Result	<p>The applications are displayed in form of cards.</p>
Application Cards	
Type	Displays the type of trade finance application that is Letter of Credit or Bill Guarantee.
Party Name	Displays the party name of the applicant.
Application Number	Displays the application reference number as generated by the bank at the time the application was submitted.
Status	<p>Displays the current application's progress.</p> <p>The status can be:</p> <ul style="list-style-type: none"> • Draft – applications which has not yet submitted and is just saved by the applicant. • Submitted- application has been filled and submitted for further processing • In progress - application is getting processed in the mid office and is yet to be approved or rejected. • Approved – When the application is completely approved and submitted to back office • Rejected - When the application is completely rejected.
Submitted On	Displays the date and time on which the application was submitted. This is applicable for all application status except “Drafts”.
Amount	Displays the amount for the Letter of Credit or Bill Guarantee is applied for.
Saved On	Displays the date and time on which the application was saved. This is applicable when application status is “Drafts”.

Field Name	Description
Draft Name	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 applications cards.

View Application Details - Draft

ATM/Branch
English
UBS 14.3 AT3 Branch

futura bank

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
xxxxxxxxxxxx0011

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, ___A___ (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
^

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.

[Attach Document](#)

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.

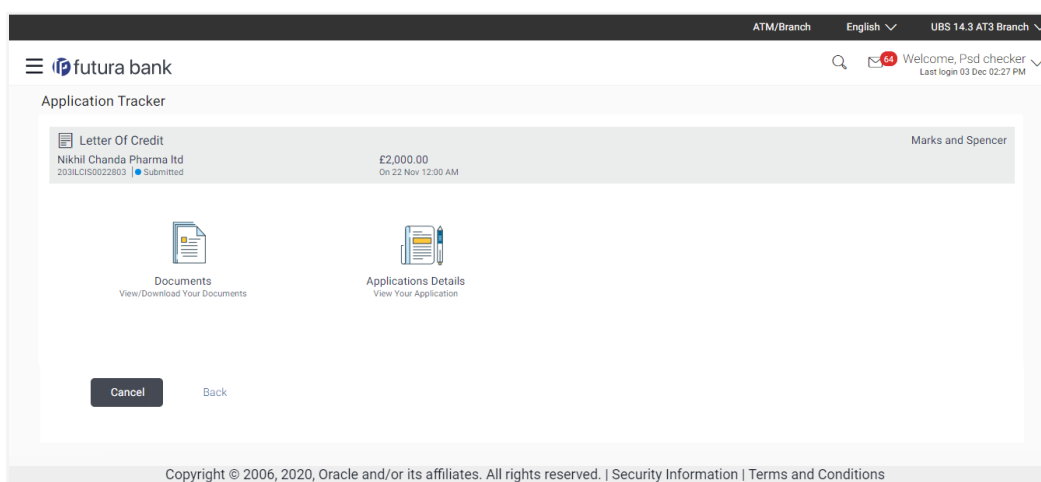
OR

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
Application Card	
Type	Displays the type of trade finance application that is Letter of Credit or Bill Guarantee.
Party Name	Displays the party name of the applicant.
Application Reference Number	Displays the application reference number as generated by the bank at the time the application was submitted.
Status	Displays the current application's progress as submitted.
Amount	Displays the amount for the Letter of Credit or Bill Guarantee is applied for.

Field Name	Description
Submitted On	Displays the date and time on which the application was submitted.

View Submitted Application Details

Search ...

Viewer ATM & Branch Locator English

Welcome, obdx checker
Last login: 25 Jan 2021 08:58:00

Initiate LC

Application No. PKZILC000006872	Amount GBP11.00	Created on 05 May 2021 12:00 AM
------------------------------------	--------------------	------------------------------------

LC Details

50 Applicant Address Country	40A Type of Documentary Credit Non Transferable LC type Sight Revolving Non Revolving Product	50 New Beneficiary Name beneficiary13 Address add1 add2 add3 Country
31D Date of Expiry 2021-12-10T00:00:00	Place of Expiry hyd	39A LC Amount Tolerance Under (%) 10 Total Exposure GBP 12.1
32B LC Amount GBP 11	41A Credit Available By Negotiation Credit Available With	39C Additional Amount Covered

camel

41A Credit Available By Negotiation Credit Available With	42P Negotiation/Deferred Payment Details 1212	42C Drafts At Sight
---	--	----------------------------------

Goods & Shipment

43P Partial Shipment Not Allowed	43T Transshipment Allowed	44A Place of Taking in Charge/Dispatch from asdf
44F Port of Discharge/Airport of Destination asdf	44B Port of Loading/Airport of Departure asdf	44B Place of Final Destination/For Transportation asdf
44C/44D Shipment Date	Latest Shipment Date 2021-12-09T00:00:00	

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

Advising Bank SWIFT ID CITIGBLS55 SCOT BANK CITIGBLS55 new tech park London	49G Special Payment Conditions for Beneficiary
49H Special Payment Conditions for Bank Only	49 Confirmation Instructions Without

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
No data to display.		

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](#)

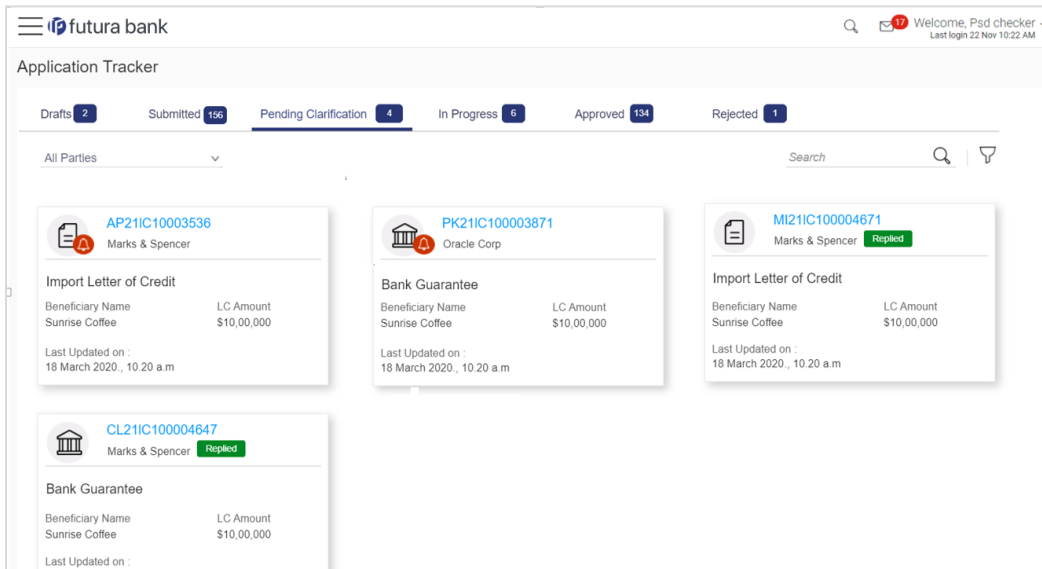
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- OR
- Click **"In Progress"** tab, it opens all the applications with **In Progress** status.
- b. Click on an application, the application submitted but not yet completed appears.
- OR
- Click **Cancel** to cancel the operation and to navigate back 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.

31.1.1 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	

Field Name	Description
Party Name	The option to select the party.
Pending Clarification Card	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.
Application No	The reference no using which application was saved.
Party Name	The name of the party.
Transaction Name	The name of the transaction for which clarification s required.
Beneficiary Name	The name of the beneficiary.
Amount	The LC/ BG amount.
Last Updated On	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 that while scrutinizing the application, certain details are missing: COMMERCIAL INVOICES, BILL OF LADING, CERTIFICATE OF ORIGIN AND PACKING LIST. The message lists required fields: A) LCAF NO, B) IRC NO, C) TAX IDENTIFICATION NO, D) BIN, and E) H.S. CODE. A text input field contains the following details: COMMERCIAL INVOICES - NO8463856, LCAF NO - 9430, IRC NO - TR75869, TAX IDENTIFICATION NO - TL87327, and BIN - 67327. There is an 'Attach Documents' button and 'Send'/'Clear Text' options. Below the message, a list shows two previous clarification requests from 12 March 2020: 'Few Corrections needed in the contract' and 'Further Clarification regarding the insurance policy is required'. At the bottom, there are buttons for 'Documents' and 'Application Details', and a 'Back' link.

Field Description

Field Name	Description
Bank Message Window	The window displays the banks message which requires clarification.
Clarification Window	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
List of Clarifications	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](#)

32. 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, there's a navigation bar with 'Viewer', 'ATM/Branch', and 'English' options. The main header shows 'futura bank' and a user greeting 'Welcome, Acme Corporation Checker' with a last login time of '17 May 09:33 PM'. The central form area is titled 'Assignment of Proceeds' and shows 'GOODCARE PLC | ***044'. Below this, there's a search field for 'Lookup LC Reference No' with a dropdown menu currently showing 'Please Select' and a 'View' button. Underneath, there's an 'Advanced Lookup' section with 'Submit', '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

Field Name	Description
Lookup LC Reference Number	The LC reference number.

32.1 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:

- From the **LoopUp Reference No.** field, select the appropriate LC reference number.
- 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

The screenshot shows the 'Advanced Lookup' interface. On the left is a sidebar with the Futura Bank logo and navigation options. The main area contains search filters: LC Number, Beneficiary Name (GOODCARE PLC), Date of Expiry (01 May 2021 to 10 May 2021), and LC Amount Range. Below the filters are 'Apply', 'Cancel', and 'Reset' buttons. A table displays the search results:

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)

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.

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

LC Amount Range From - To The LC amount range.

3. 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

The screenshot displays the 'Assignment of Proceeds' interface for 'GOODCARE PLC | ***044'. At the top, there's a navigation bar with 'Viewer', 'ATM/Branch', and 'English' options. The main content area includes a search bar with the value 'PK2ELAC19126AXL1' and a 'View' button. Below this is the 'Advanced Lookup' section, which is divided into two parts: 'LC Overview' and 'Assignee Details'. The 'LC Overview' section lists fields such as 'LC Number', 'Product Name', 'Export LC sight Non Revolving', 'LC Amount', and 'Outstanding Amount'. The 'Assignee Details' section includes fields for 'Assignee Name', 'Account Type', 'Account Name', 'Account Number', 'Assignee Amount in', and 'Assignee Amount'. At the bottom of the form, there are 'Submit', 'Cancel', and 'Back' buttons. A footer at the very bottom contains copyright information: 'Copyright © 2006, 2020, Oracle and/or its affiliates. All rights reserved. | Security Information | Terms and Conditions'.

Field Description

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

Lookup LC Reference Number The LC reference number.

LC Overview

Field Name	Description
LC Number	The searched LC reference number.
Product Name	The name of the LC product.
LC Amount	Indicates the amount for the Letter of Credit along with the currency under which the LC is issued.
Outstanding Amount	
Applicant	Displays the LC applicant name based on the selected LC reference number.
Address	Displays the LC applicant address.
Country	Displays the country of the LC applicant.
Assignee Details	
Assignee Name	The name of the assignee to whom the proceeds is to be assigned.
Address	The address of the assignee.
Country	The country of the assignee.
Account Type	The account type of the assignee. The account types are: <ul style="list-style-type: none"> • Internal • Domestic • International
Account Name	The account name of the assignee.
Account Number	The account number of the assignee.
Confirm Account Number	Re-enter the account number to confirm.
Assignee Amount in	Specify the amount that needs to be proceeds to the assignee. The options are: <ul style="list-style-type: none"> • Value • Percentage
Note	The note if any.

32.2 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](#)

33. 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.

The screenshot shows the 'Transfer Letter of Credit' interface for 'GOODCARE PLC | ***044'. The 'LC Details' section is active, displaying the 'Lookup LC Reference No.' as 'PK2ELCT19081BCMS'. An 'Advanced Lookup' section provides details for the issuing bank (AXC Bank) and the first beneficiary (Sunrise Coffee). Below this, the 'Second Beneficiary Details' section is filled out for 'John Smith' at '12 ABC Complex, Roger Road, Mumbai, UNITED STATES'. The 'Additional Amount Covered' is set to '1000'. The 'Credit Available By' is 'Acceptance', and the 'Credit Available With' field lists several bank names. At the bottom, a table shows one draft entry for 'Demo bank' with a draft amount of 'GBP0.00'. Navigation buttons include 'Next', 'Save As Draft', 'Cancel', and 'Back'.

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
Issuing Bank	The name of the issuing bank.
Address	The address of the issuing bank.
Country	The country of the issuing bank.
Address	The address of the LC beneficiary.
Country	The country of the LC beneficiary.
Parent LC Number	The parent LC number.
Product	The LC product.
Beneficiary Name	The name of the first LC beneficiary.
Address	The address of the first LC beneficiary.
Country	The country of the first LC beneficiary.
Expiry Date	The expiry date of the LC. The expiry date must be later than the application date.
LC Amount	The currency under which the LC can be issued. Indicates the amount for the Letter of Credit.
Date of Expiry	The expiry date of the LC. The expiry date must be later than the application date.
Place of Expiry	The place where LC would expire.
Secondary Beneficiary Details	The beneficiary type. The options are: <ul style="list-style-type: none"> • Existing • New
Beneficiary Name	The name of the LC beneficiary. This field allows the user to select the beneficiary name from drop-down, if Existing option is selected in the Beneficiary Details field. This field allows the user to enter the beneficiary name if New option is selected in the Beneficiary Details field.

Field Name	Description
Address	The address of the LC beneficiary. This field is enabled to enter the address details, if New option is selected in the Beneficiary Details field.
Country	The country of the LC beneficiary. This field is enabled to select the country name, if New option is selected in the Beneficiary Details field.
Additional Amounts Covered	This field specifies any additional amounts available to the beneficiary under the terms of the credit, such as insurance, freight, interest, etc.
Credit Available By	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"> • Acceptance • Deferred Payment • Mixed Payment • Negotiation • Sight Payment
Negotiation/ Deferred Payment Details	Indicates the details of Negotiation/ Deferred Payment. This field is enabled if the Negotiation/ Deferred Payment option is selected in the Credit Available By field.
Mixed Payment Details	Indicates the details of mixed payment. This field is enabled if the Mixed Payment option is selected in the Credit Available By field.
Credit Available With	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"> • SWIFT Code • Bank Address
Lookup SWIFT Code	Select the SWIFT code of the issuing bank. This field is enabled if the SWIFT Code option is selected in the Credit Available With 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
Swift Code	The facility to lookup bank details based on SWIFT code.
Bank Name	The facility to search for the SWIFT code based on the bank name.
Country	The facility to search for the SWIFT code based on the country.
City	The facility to search for the SWIFT code based on city.
SWIFT Code Lookup - Search Result	
Bank Name	The names of banks as fetched on the basis of the search criteria specified.
Address	The complete address of each bank as fetched on the basis of the search criteria specified.
SWIFT Code	The list of SWIFT codes as fetched on the basis of the search criteria specified.
Bank Details	Name and Address of the bank where credit would be available. This field is enabled if the Bank Address option is selected in the Credit Available With field.
Drafts section	
<hr/> <p>Note: Click  to remove any draft added earlier to the LC application. Click Add Another Draft to add new draft.</p> <hr/>	
Serial Number	The serial number of drafts to be drawn under the documentary credit.
Tenor (In Days)	The tenor of drafts to be drawn under the documentary credit.
Credit Days From	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"> • Invoice Date • B/L Date • Others
Drawee Bank	The drawee bank of the LC.
Draft Amount	The various drafts amount for the LC application.

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

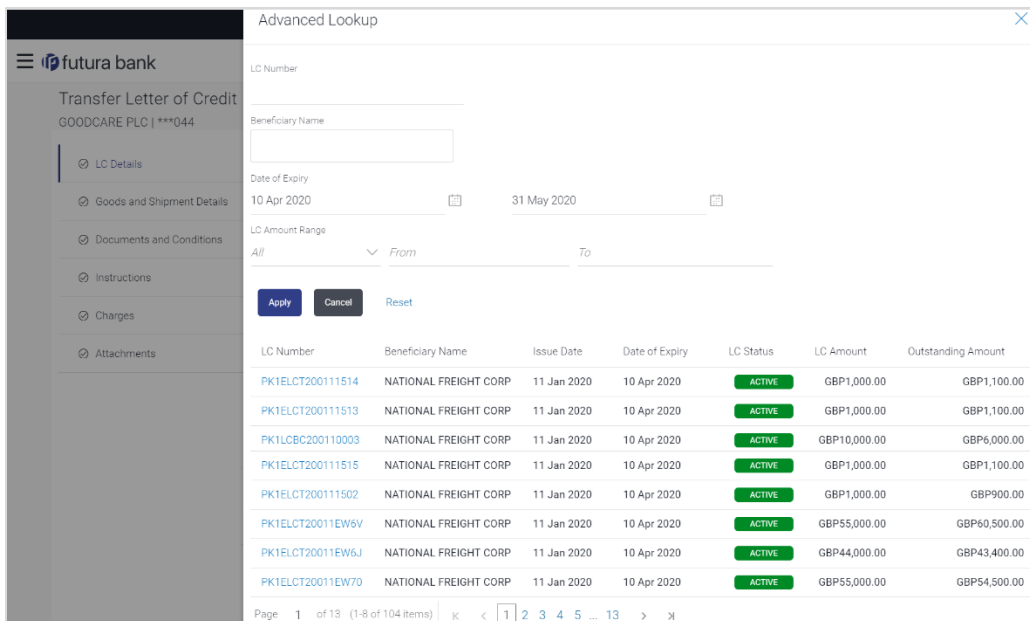
Action

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



LC Number	Beneficiary Name	Issue Date	Date of Expiry	LC Status	LC Amount	Outstanding Amount
PK1ELCT200111514	NATIONAL FREIGHT CORP	11 Jan 2020	10 Apr 2020	ACTIVE	GBP1,000.00	GBP1,100.00
PK1ELCT200111513	NATIONAL FREIGHT CORP	11 Jan 2020	10 Apr 2020	ACTIVE	GBP1,000.00	GBP1,100.00
PK1LCBC200110003	NATIONAL FREIGHT CORP	11 Jan 2020	10 Apr 2020	ACTIVE	GBP10,000.00	GBP6,000.00
PK1ELCT200111515	NATIONAL FREIGHT CORP	11 Jan 2020	10 Apr 2020	ACTIVE	GBP1,000.00	GBP1,100.00
PK1ELCT200111502	NATIONAL FREIGHT CORP	11 Jan 2020	10 Apr 2020	ACTIVE	GBP1,000.00	GBP900.00
PK1ELCT20011EW6V	NATIONAL FREIGHT CORP	11 Jan 2020	10 Apr 2020	ACTIVE	GBP55,000.00	GBP60,500.00
PK1ELCT20011EW6J	NATIONAL FREIGHT CORP	11 Jan 2020	10 Apr 2020	ACTIVE	GBP44,000.00	GBP43,400.00
PK1ELCT20011EW70	NATIONAL FREIGHT CORP	11 Jan 2020	10 Apr 2020	ACTIVE	GBP55,000.00	GBP54,500.00

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
Search Results	
LC Number	The LC reference number.
Beneficiary Name	The beneficiary name who assigns the proceeds to assignee.
Issue Date	The issue date of LC.
Date of Expiry	The start date range and end date the LC gets expired.
LC Status	The status of the LC.
LC Amount	The LC amount.
Outstanding Amount	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.

33.1.1 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

Documents and Conditions

Instructions

Charges

Attachments

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
------------	-------------

Partial Shipment	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

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

Goods

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

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

Field Name	Description
Gross Amount	The gross amount under the LC.
	<p>12. From the Partial Shipment list, select the appropriate option.</p> <p>13. From the Trans-shipment list, select the appropriate option.</p> <p>14. In the Place of Taking in Charge/ Dispatch From field, enter the name of the place where the goods are to be received.</p> <p>15. In the Port of Loading/ Airport of Departure field, enter the name of the place for delivery of goods.</p> <p>16. In the Port of Loading field, enter the port of dispatch or taking in charge of the goods or loading on board.</p> <p>17. In the Port of Discharge/ Airport of Destination field, enter the port of discharge of the goods.</p> <p>18. In the Place of Final Destination/ For Transportation field, enter the place of dispatch of the goods.</p> <p>19. In the Shipment Date field, enter the latest shipment date for loading goods on board/ dispatch/ taking in charge. OR In the Shipment Period field, enter the period of shipment during which the goods are to be loaded on board.</p> <p>20. In the Goods section,</p> <p>21. From the Goods list, select the goods being shipped.</p> <p>a. In the Description of Goods field, enter the description of the goods traded under the LC.</p> <p>b. In the Quantity field, enter the number of units of the goods traded under the LC.</p> <p>c. In the Cost/Unit field, enter the price per unit of the goods traded under the LC.</p> <p>d. In the Gross Amount field, enter the gross amount traded under the LC.</p> <p>e. Click Add Goods to add new good if required. OR</p> <p>Click  to remove goods that are already added. OR</p> <p>22. 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 Draft sections.) OR Click the Documents and Conditions tab. OR Click Back to go back to previous screen. OR Click Cancel to cancel the transaction. The Dashboard appears.</p> <p>23. Click Letter of Credit Initiation - Documents and Conditions tab.</p>

33.1.2 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.

Field Name	Description
Clause	The clauses maintained in the bank application for each of the document. A document can have multiple clauses.
View Clause	The link to view the clause maintained in the bank application for each of the document or to modify as per needs.
View Clause	<p>This section appears if you select a document and click the View Clause 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>
Selected	<p>The clauses that you have selected from the Clause List.</p> <p>The selected clauses related documents are to be attached to the selected document.</p>
Clause	The name of the clause.
Clause Description	The description and number of the selected clause.
Additional Conditions	
Condition Code	The additional condition code of the documentary credit.
Identifier	The maintained identifier of the conditions of the documentary credit.
Description	The description of further conditions of the documentary credit.
Reference	<p>This section appears if you select a document and click the Refer Codes and Description link.</p>
Name of Condition	The name of the condition of the documentary credit.
Description of Condition	The description of the documentary credit.
Documents to be presented within /beyond days after the date of shipment but within validity of this credit	<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
Incoterm	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.

33.1.3 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

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Field Description

Field Name	Description
Advising Bank	The option to select the mode of advising bank. The options are: <ul style="list-style-type: none"> • SWIFT Code • Name and Address
Lookup SWIFT Code	Search and select the SWIFT code of the advising bank, available in the application. This field is enabled if the SWIFT Code option is selected in the Advising Bank field.

SWIFT code Look up

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

Swift Code	The facility to lookup bank details based on SWIFT code.
Bank Name	The facility to search for the SWIFT code based on the bank name.
Country	The facility to search for the SWIFT code based on the country.
City	The facility to search for the SWIFT code based on city.

SWIFT Code Lookup - Search Result

Bank Name	The names of banks as fetched on the basis of the search criteria specified.
Address	The complete address of each bank as fetched on the basis of the search criteria specified.
SWIFT Code	The list of SWIFT codes as fetched on the basis of the search criteria specified.
Name and Address	Name and address of the advising bank. This field is enabled if the Name and Address option is selected in the Advising Bank field.
Bank Name	Enter the name of the advising bank.
Bank address	Enter the complete address of the advising bank.
Special Payment Conditions for Beneficiary	User can input special payment conditions applicable to the beneficiary, for example, post financing request/ conditions.

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

33.1.4 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

Buttons: Next, Save As Draft, Cancel, Back

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Field Description

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

Applicant Account for Charges	The applicant charge account.
--------------------------------------	-------------------------------

Charges

Description of Charges	The description of the charges.
-------------------------------	---------------------------------

Amount	The amount that is maintained under the charge.
---------------	---

Taxes

Field Name	Description
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	
Commissions for	The commission component.
Percentage	The percentage of commission.
Amount	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.

33.1.5 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
Drop Files	Click to browse and select the file to be uploaded or drag and drop the file to be uploaded.
Document Name	Displays the name of the attached documents. Displays the link to download the attached document.
Document Category	Displays the category of the document uploaded.
Document Type	Displays the type of the document uploaded.
Remarks	Displays the notes added, if any, for attaching the document.
	Click the icon to remove the attached document-
Save as Template	Options to save the transaction as template. The options are: <ul style="list-style-type: none"> • Yes • No

Field Name	Description
Access Type	<p>Indicates the type of access for the template.</p> <p>The options are:</p> <ul style="list-style-type: none"> • Public • Private <p>This field is enabled if the Yes option is selected in Save as Template.</p>
Template Name	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](#)

34. 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.

Amend Transfer Letter Of Credit
GOODCARE PLC | ***044

List of Letter of Credits

All Parties →

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

Filter

Beneficiary Name
John Smith

LC Amount Range
All | 100 | 1000

Issue Date
01 May 2021 | 19 May 2021

Expiry Date
30 Jun 2021 | 31 May 2021

Apply Cancel Clear

Field Description

Field Name	Description
Beneficiary Name	The name of the beneficiary.
LC Amount From	The start of the amount range used for searching the LC.
LC Amount To	The end of the amount range used for searching the LC.
Issue Date From	The start date of the issue date range used for searching the LC.
Issue Date To	The end date of the issue date range used for searching the LC.
Expiry Date From	The start date of the expiry date range used for searching the LC.
Expiry Date To	The end date of the expiry date range used for searching the LC.

- 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
PK1LCBC200110004	PK1LCBC200110003	NATIONAL FREIGHT CORP	11 Jan 2020	10 Apr 2020	GBP5,000.00
PK1ELCT20011EW60	PK1ELCT20011EW6J	NATIONAL FREIGHT CORP	11 Jan 2020	10 Apr 2020	GBP5,000.00
PK1ELCT20011EW71	PK1ELCT20011EW70	NATIONAL FREIGHT CORP	11 Jan 2020	10 Apr 2020	GBP6,000.00
000GUAR200761502	000GUAR200761501	NATIONAL FREIGHT CORP	16 Mar 2020	14 Jun 2020	GBP5.00
PK1ELAC20011A2BK	PK1ELAC20011A2BI	NATIONAL FREIGHT CORP	11 Jan 2020	10 Apr 2020	GBP1,500.00
PK1GUAD200119016	PK1GUAD200119015	NATIONAL FREIGHT CORP	11 Jan 2020	10 Apr 2020	GBP20,000.00
PK1ELAC20011A2BR	PK1ELAC20011A2BP	NATIONAL FREIGHT CORP	11 Jan 2020	10 Apr 2020	GBP1,500.00
PK2ELAC19081BMAP	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
LC Number	The LC number. Displays the link to details of the Transfer LC.
Parent LC Number	Displays the parent LC number of the Transfer LC.
Beneficiary Name	The name of the Transfer LC beneficiary.
Issue Date	The issue date of the Transfer LC.
Date of Expiry	The Transfer LC expiry date.
LC Amount	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.

34.1 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

Viewer ATM/Branch English

Welcome, Acme Corporation Checker
Last login 19 May 12:16 PM

Amend Transfer Letter of Credit
GOODCARE PLC | ***044

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
CITI 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
Parent LC Number	Displays the parent LC number of the Transfer LC.
Product	The export LC product name under which the LC is created.
Date of Issue	The issue date of the Transfer LC.
LC Details	
First Beneficiary Name	The name of the first beneficiary of Transfer LC.
Country	Displays the country of the first beneficiary.
Date of Expiry	The date when the LC expires and holds no more valid.
Place of Expiry	Displays the place of LC expiry.
Secondary Beneficiary Details	The beneficiary type. The options are: <ul style="list-style-type: none"> • Existing • New
Beneficiary Name	The name of the LC beneficiary. This field allows the user to select the beneficiary name from drop-down, if Existing option is selected in the Beneficiary Details field. This field allows the user to enter the beneficiary name if New option is selected in the Beneficiary Details field.
Address	The address of the LC beneficiary. This field is enabled to enter the address details, if New option is selected in the Beneficiary Details field.
Country	The country of the LC beneficiary. This field is enabled to select the country name, if New option is selected in the Beneficiary Details field.
Additional Amounts Covered	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
Credit Available By	<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"> • Acceptance • Deferred Payment • Mixed Payment • Negotiation • Sight Payment
Negotiation/ Deferred Payment Details	<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>
Mixed Payment Details	<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>
Credit Available With	<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>
Lookup SWIFT Code	<p>Select the SWIFT code of the issuing bank.</p> <p>This field is enabled if the SWIFT Code option is selected in the Credit Available With field.</p>
SWIFT code Look up	<p>The following fields appear on a pop up window if the Lookup SWIFT Code link is clicked.</p>
Swift Code	The facility to lookup bank details based on SWIFT code.
Bank Name	The facility to search for the SWIFT code based on the bank name.
Country	The facility to search for the SWIFT code based on the country.
City	The facility to search for the SWIFT code based on city.
SWIFT Code Lookup - Search Result	
Bank Name	The names of banks as fetched on the basis of the search criteria specified.


Field Name	Description
Address	The complete address of each bank as fetched on the basis of the search criteria specified.
SWIFT Code	The list of SWIFT codes as fetched on the basis of the search criteria specified.
Bank Details	Name and Address of the bank where credit would be available. This field is enabled if the Bank Address option is selected in the Credit Available With field.
Drafts At	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.

Serial Number	The serial number of drafts to be drawn under the documentary credit.
Tenor (In Days)	The tenor of drafts to be drawn under the documentary credit.
Credit Days From	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"> • Invoice Date • B/L Date • Others
Drawee Bank	The drawee bank of the LC.
Draft Amount	The various drafts amount for the LC application.
Action	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