

Corporate Trade Finance User Manual  
Oracle Banking Digital Experience  
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Corporate Trade Finance User Manual  
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# 1. Preface

## 1.1 Purpose

Welcome to the User Guide for Oracle Banking Digital Experience. This guide explains the operations that the user will follow while using the application.

## 1.2 Audience

This manual is intended for Customers and Partners who setup and use Oracle Banking Digital Experience.

## 1.3 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>.

### **Access to Oracle Support**

Oracle customers that have purchased support 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 Critical Patches

Oracle advises customers to get all their security vulnerability information from the Oracle Critical Patch Update Advisory, which is available at [Critical Patches, Security Alerts and Bulletins](#). All critical patches should be applied in a timely manner to ensure effective security, as strongly recommended by [Oracle Software Security Assurance](#).

## 1.5 Diversity and Inclusion

Oracle is fully committed to diversity and inclusion. Oracle respects and values having a diverse workforce that increases thought leadership and innovation. As part of our initiative to build a more inclusive culture that positively impacts our employees, customers, and partners, we are working to remove insensitive terms from our products and documentation. We are also mindful of the necessity to maintain compatibility with our customers' existing technologies and the need to ensure continuity of service as Oracle's offerings and industry standards evolve. Because of these technical constraints, our effort to remove insensitive terms is ongoing and will take time and external cooperation.

## 1.6 Conventions

The following text conventions are used in this document:

Convention	Meaning

<b>boldface</b>	Boldface type indicates graphical user interface elements associated with an action, or terms defined in text or the glossary.
<i>Italic</i>	Italic type indicates book titles, emphasis, or placeholder variables for which you supply particular values.
monospace	Monospace type indicates commands within a paragraph, URLs, code in examples, text that appears on the screen, or text that you enter.

## 1.7 Screenshot Disclaimer

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.

## 1.8 Acronyms and Abbreviations

The list of the acronyms and abbreviations that you are likely to find in the manual are as follows:

Abbreviation	Description
<b>OBDX</b>	Oracle Banking Digital Experience



## 2. Transaction Host Integration Matrix

### Legends

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

Sr No	Transaction / Function Name	Oracle Banking Trade Finance 14.7.5.0.0	Oracle Banking Trade Finance Process Management 14.7.5.0.0*
1	Initiate LC	✗	✓
2	Initiate Import LC Amendment	✗	✓
3	View Import LC	✓	✗
4	View Import Bill	✓	✗
5	Modify Import Bills	✗	✓
6	Bill Discrepancy Acceptance	✗	✓
7	Modify Export Bills	✗	✓
8	Settlement of Bills	✗	✓
9	View Export LC	✓	✗
10	LC Amendment Acceptance	✗	✓
11	Initiate Bills	✗	✓
12	View Export Bill	✓	✗
13	View Import Collection	✓	✗
14	Initiate Collection	✗	✓
15	Modify Import Collection	✗	✓
16	Settlement of Collections	✗	✓
17	View Export Collection	✓	✗

<b>Sr No</b>	<b>Transaction / Function Name</b>	<b>Oracle Banking Trade Finance 14.7.5.0.0</b>	<b>Oracle Banking Trade Finance Process Management 14.7.5.0.0*</b>
18	View Inward Guarantee	✓	✗
19	Modify Export Collection	✗	✓
20	Guarantee Amendment Acceptance	✗	✓
21	Initiate Bank Guarantee	✗	✓
22	Amend Bank Guarantee	✗	✓
23	View Outward Guarantee	✓	✗
24	Bank Guarantee Settlement	✗	✓
25	Initiate Shipping Guarantee	✗	✓
26	View Shipping Guarantee	✓	✗
27	Other Party Maintenance	NH	NH
28	Additional Condition Maintenance	NH	NH
29	Application Tracker	✗	✓
30	Document and Clause Maintenance	NH	NH
31	Assignee Maintenance	NH	NH
32	Initiate Transfer LC	✗	✓
33	Amend Transfer LC	✗	✓
34	View Transfer LC	✓	✗
35	Cancel Transfer Letter of Credit	✗	✓
36	Assignment of proceeds	✗	✓
37	Claim Lodgement	✗	✓
38	View Claims	✓	✗
39	Initiate Back to Back LC	✗	✓
40	View Back to Back LC	✓	✗

41	Terms and Conditions Maintenance	NH	NH
42	Initiate Tracer	x	✓

### 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.

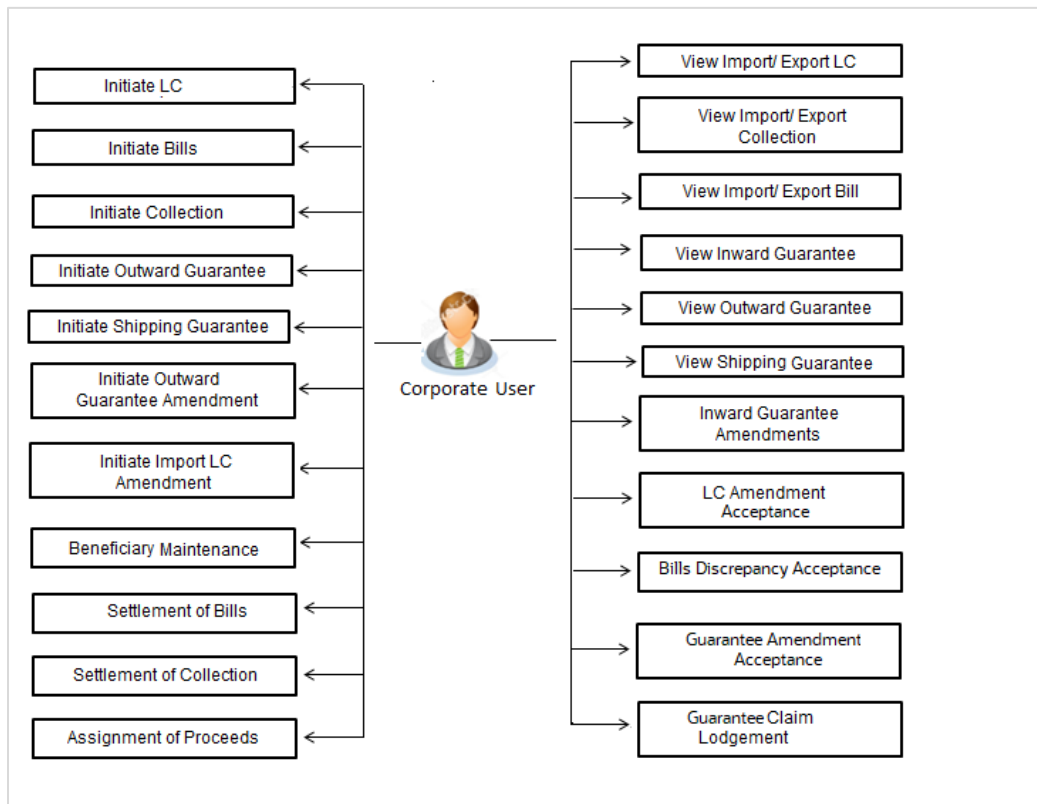
In the Trade Finance module, you can initiate, amend and view Letter of Credits (LC). You can also view details of Import and Export Bills, and Export Bills under LC, and Outward Guarantees raised. User can initiate Collection and outward Guarantees. User can initiate standalone shipping Guarantee and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

### **3.9 Assignee Maintenance**

Assignee Maintenance allows the user to create (if maintenance is not already there), view and edit the assignee.

### **3.10 Islamic Transactions**

Sharia laws also govern and guide how trade finance works, and Islamic Trade Finance caters to these needs. These transactions will be available to those users entitled for it. For details, refer *User Manual Oracle Banking Digital Experience Corporate Trade Finance - Islamic*

---

## 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
- Trade Instruments
- Quick Links

### **How to reach here:**

*Dashboard > Toggle menu > Trade Finance > Overview*

## Dashboard

Futura Bank
Q What would you like to do today?

---

## Trade Finance

### Trade Notification

• Your application for Initiate Bill was auto saved, to resume your application please click here

### Trade 360

GOODCARE PLC ▾

[Download Report](#)

Total Assets GBP 3,055,834.29

Total Liabilities GBP 3,885,881.81

- Export Collection
- Export Bill
- Export LC
- Inward Bank Guarantee

Transactions ◯	Active Contracts ◯	Amount ◯
Export Collection	56	GBP 26,600.00
Export Bill	7	GBP 1,515,000.00
Export LC	186	GBP 439,280.00
Inward Bank Guarantee	127	GBP 1,074,954.29

### Quick Links

Initiate LC Amendment

Lodge Bill

Apply Outward Guarantee

Raise Shipping Guarantee

Issue Import LC Raise Collection

Application Tracker

### Trade 360-Islamic

GOODCARE PLC ▾

[Download Report](#)

Total Assets GBP 2,098,561.90

Total Liabilities GBP 552,096.00

- Export Collection
- Export Bill
- Export LC
- Inward Bank Guarantee

Transactions ◯ <small>Transactions</small>	Active Contracts ◯	Amount ◯
Export Collection	0	GBP 0.00
Export Bill	7	GBP 1,175,000.00
Export LC	19	GBP 865,800.00
Inward Bank Guarantee	10	GBP 57,761.90

### Trade Instruments

Transaction Bills ▾

Import Export

Frequency Maturing-Today ▾

Status Active ▾

List of Bills (12) | GBP 6,100.00

Bill Reference Number ◯	Importer Name ◯	Exporter Name ◯	Maturity Date ◯	Bill Amount ◯	Bill Amount in Local currency ◯	Status ◯
PK2ISLA221108007	GOODCARE PLC	MARKS AND SPENCER	4/20/2022	GBP 100.00	GBP 100.00	ACTIVE
PK2ISDP221103002	GOODCARE PLC	MARKS AND SPENCER	4/20/2022	GBP 5,000.00	GBP 5,000.00	ACTIVE
PK2ISLA221108521	GOODCARE PLC	MARKS AND SPENCER	4/20/2022	GBP 100.00	GBP 100.00	ACTIVE
PK2ISLA221108028	GOODCARE PLC	MARKS AND SPENCER	4/20/2022	GBP 100.00	GBP 100.00	ACTIVE
PK2ISLA221108032	GOODCARE PLC	MARKS AND SPENCER	4/20/2022	GBP 100.00	GBP 100.00	ACTIVE
PK2ISLA221108513	GOODCARE PLC	MARKS AND SPENCER	4/20/2022	GBP 100.00	GBP 100.00	ACTIVE
PK2ISLA221108022	GOODCARE PLC	MARKS AND SPENCER	4/20/2022	GBP 100.00	GBP 100.00	ACTIVE
PK2ISLA221108507	GOODCARE PLC	MARKS AND SPENCER	4/20/2022	GBP 100.00	GBP 100.00	ACTIVE
PK2ISLA221108504	GOODCARE PLC	MARKS AND SPENCER	4/20/2022	GBP 100.00	GBP 100.00	ACTIVE
PK2ISLA221108519	GOODCARE PLC	MARKS AND SPENCER	4/20/2022	GBP 100.00	GBP 100.00	ACTIVE
PK2ISLA221108531	GOODCARE PLC	MARKS AND SPENCER	4/20/2022	GBP 100.00	GBP 100.00	ACTIVE
PK2ISLA221108528	GOODCARE PLC	MARKS AND SPENCER	4/20/2022	GBP 100.00	GBP 100.00	ACTIVE

Hey, I am here to help if you need it!



**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.

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## 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						
futura bank						
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						

## 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
- App Tracker

## Trade Instruments

This widget allows the user to view the details of different transactions and filter them as per the need. The different transactions are listed in two tabs that is Import and Export. User can switch between tabs to see the transactions available under each head.

- Transactions: Following are the transactions(conventional/Islamic) that can be selected from the drop-down and can be viewed under this widget:
    - Letter of Credit
      - Import (As internal Tab)
      - Export (As internal Tab)
    - Bills
      - Import (As internal Tab)
      - Export (As internal Tab)
    - Bank Guarantee
      - Inward (As internal Tab)
      - Outward (As internal Tab)
    - Shipping Guarantee
    - Collection
      - Import (As internal Tab)
      - Export (As internal Tab)
  - Party: There is an option to select the party from the drop-down list.
  - Status: The user can filter the transactions by selecting the status from the drop-down list. The status can be: Active, Hold, Reversed, Cancelled, Closed, Liquidated (Bills)
  - Frequency: There is an option to select whether the user wants to see the data for all CIFs or choose a specific CIF. There is also an option to select whether it is maturing/expiring in how many days. The values in this field to be reflected based on the value selected in the "Transactions" field. The user can also filter the transaction based on Period - From Date and To Date and clicking 'Go' icon.
    - LC (Expiring)
      - Today
      - Tomorrow
      - Next 3 Days
      - Next 4 Days
      - Next 5 Days
      - Next 6 Days
-

- Next 7 Days
  - Custom - Period
- Bills under LC (Maturing)
  - Today
  - Tomorrow
  - Next 3 Days
  - Next 4 Days
  - Next 5 Days
  - Next 6 Days
  - Next 7 Days
  - Overdue – Between 7 to 30 days
  - More than 30 days
  - Last 7 days
  - All
  - Custom - Period
- Bank Guarantee (Expiring)
  - Today
  - Today
  - Tomorrow
  - Next 3 Days
  - Next 4 Days
  - Next 5 Days
  - Next 7 Days
  - Custom - Period
- Collections
  - Today
  - Tomorrow
  - Next 3 Days
  - Next 4 Days
  - Next 5 Days
  - Next 6 Days
  - Next 7 Days
  - Overdue – More Than 30 days
  - Overdue – Between 7 to 30 days
  - Last 7 days
  - All
  - Custom - Period
- Shipping Guarantee
  - Today
  - Today
  - Tomorrow
  - Next 3 Days
  - Next 4 Days
  - Next 5 Days
  - Next 7 Days
  - Custom - Period

Based on the selection, the Total Contracts and its equivalent LCY is also displayed.

The user can also see the graph which displays the sum total of transactions selected in various states as per the applicable filter such as Active/Expired/Liquidated etc.

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**Note:** All view/approval pages are available on mobile device.

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## 5. Initiate a Letter of Credit

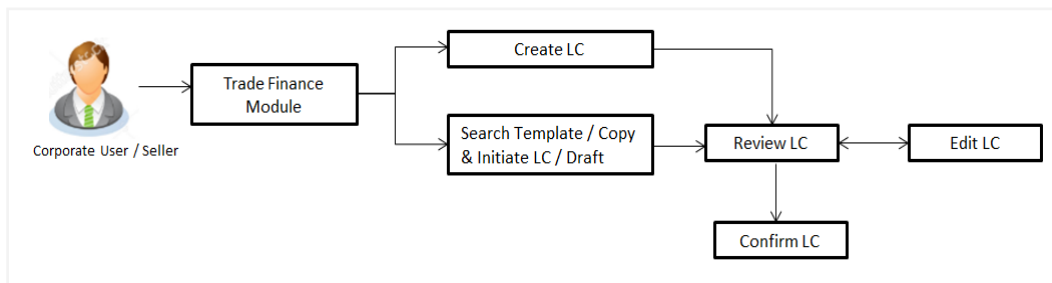
Using this option, you can initiate an Import Letter of Credit (LC) in the application. A Letter of Credit is a bank document which undertakes that the seller will receive payment against the stipulated documents, provided the terms and conditions have been satisfied.

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)

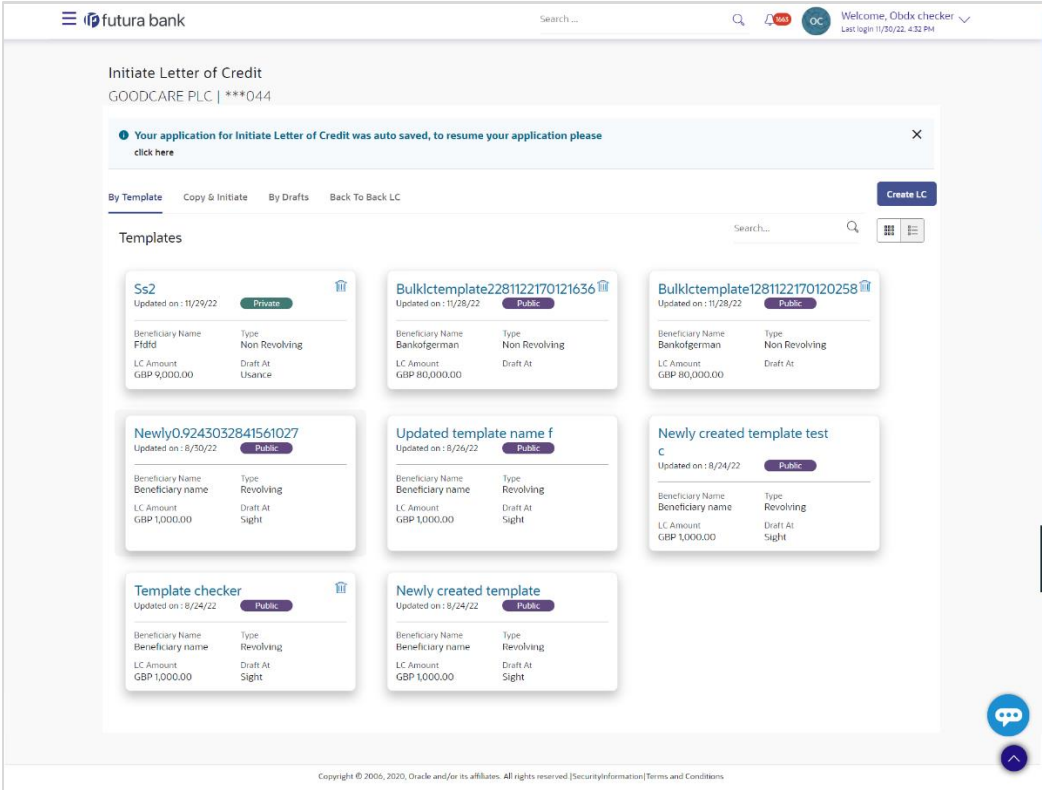
### Using existing Templates - Initiate LC Template Summarized View

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 user has the facility to save incomplete transactions automatically as a draft, which can be resumed at a later stage. If user forgot to save those applications explicitly in draft/template or couldn't save those due to session timeout. On next login same day, system will give option to user to continue using auto saved application.

In case when the user clicks on cross of the auto saved message in the ribbon, an alert that the saved application will get deleted is displayed.



However, if the user is working from an existing Draft, it will also get automatically saved with the click of each next button. It will be saved with the old name only, and the default naming convention used for auto save will not be exercised here.



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

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

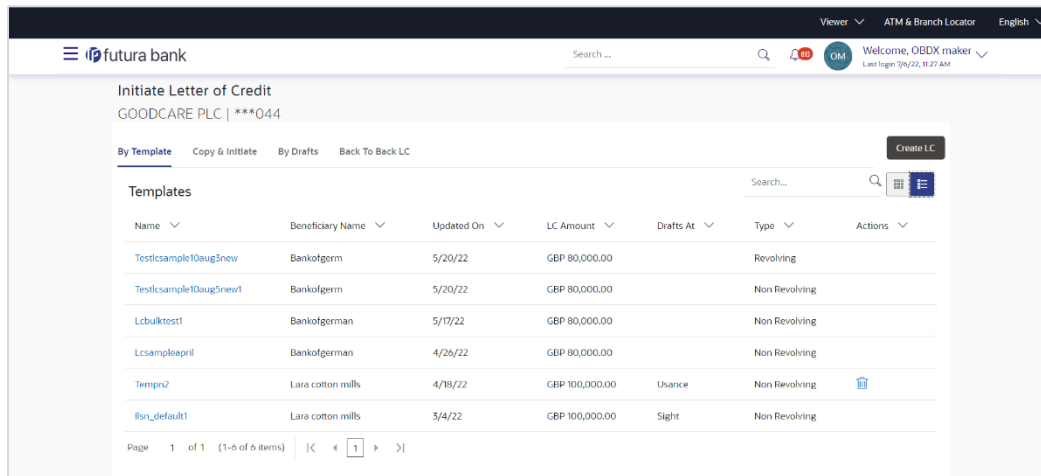
The Initiating LC Template - Tabular View allows the corporate user to view the LC Template in table format.

#### 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




Name	Beneficiary Name	Updated On	LC Amount	Drafts At	Type	Actions
Testcsample10aug3new	Bankofgerm	5/20/22	GBP 80,000.00		Revolving	
Testcsample10aug5new1	Bankofgerm	5/20/22	GBP 80,000.00		Non Revolving	
Lcbulktest1	Bankofgerman	5/17/22	GBP 80,000.00		Non Revolving	
Lcsampleapril	Bankofgerman	4/26/22	GBP 80,000.00		Non Revolving	
Temprn2	Lara cotton mills	4/18/22	GBP 100,000.00	Usance	Non Revolving	
lsr_default1	Lara cotton mills	3/4/22	GBP 100,000.00	Sight	Non Revolving	

### 5.1 Search LC template

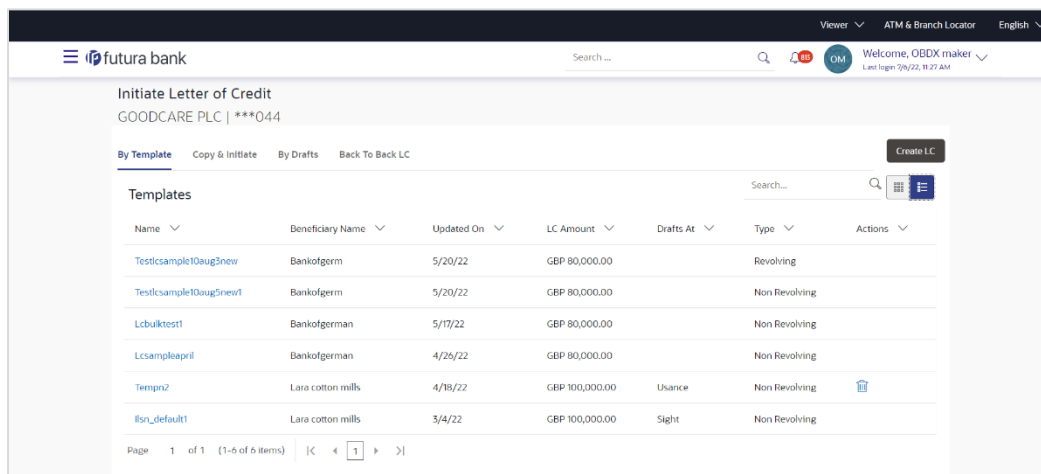
User can save LC application as a Template so that same can be used for creation of similar kind of LCs, if required in future. User can search the saved LC template using Template Name.

**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 Results



Name	Beneficiary Name	Updated On	LC Amount	Drafts At	Type	Actions
Testcsample10aug3new	Bankofgerm	5/20/22	GBP 80,000.00		Revolving	
Testcsample10aug5new1	Bankofgerm	5/20/22	GBP 80,000.00		Non Revolving	
Lcbulktest1	Bankofgerman	5/17/22	GBP 80,000.00		Non Revolving	
Lcsampleapril	Bankofgerman	4/26/22	GBP 80,000.00		Non Revolving	
Temprn2	Lara cotton mills	4/18/22	GBP 100,000.00	Usance	Non Revolving	
lsr_default1	Lara cotton mills	3/4/22	GBP 100,000.00	Sight	Non Revolving	

## Field Description


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

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

## 5.2 Copy and Initiate LC

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

### To search the LC:

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

## Initiate LC - Search Result

**Initiate Letter of Credit**  
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

Related Party  →

203 Record(s) Filters Download Manage Columns

Filter

Reference No.	Applicant Name	Beneficiary Name	Amount	Expiry Date	Application Date	Status
PK2ILUN221108027	GOODCARE PLC	MARKS AND SPENCER	USD 1,000.00	7/19/2022	4/20/2022	Active
PK2ILUN221108033	GOODCARE PLC	MARKS AND SPENCER	GBP 10,000.00	7/19/2022	4/20/2022	Active
PK2ILUN221108049	GOODCARE PLC	WELLS FARGO LA	GBP 1,000.00	7/19/2022	4/20/2022	Active
PK2ILSN221107018	GOODCARE PLC	MARKS AND SPENCER	GBP 30,000.00	4/20/2022	4/19/2022	Active
PK2ILUN221108054	GOODCARE PLC	MARKS AND SPENCER	GBP 30,000.00	7/19/2022	4/20/2022	Active
PK2ILUN221108057	GOODCARE PLC	NATIONAL FREIGHT CORP	USD 1,000.00	7/19/2022	4/20/2022	Active
PK2ILSN221107022	GOODCARE PLC	MARKS AND SPENCER	GBP 10,000.00	7/19/2022	4/20/2022	Active
PK2ILSN221107023	GOODCARE PLC	MARKS AND SPENCER	GBP 10,000.00	7/19/2022	4/20/2022	Active
PK2ILUN221109011	GOODCARE PLC	MARKS AND SPENCER	USD 30,000.00	4/20/2023	4/20/2022	Active
PK2ILSN221107134	GOODCARE PLC	MARKS AND SPENCER	GBP 100.00	12/28/2022	4/20/2022	Active
PK2ILUN221108050	GOODCARE PLC	MARKS AND SPENCER	GBP 1,000.00	7/19/2022	4/20/2022	Active
PK2ILUN221108056	GOODCARE PLC	MARKS AND SPENCER	GBP 30,000.00	4/20/2022	4/19/2022	Active
PK2ILSN221107021	GOODCARE PLC	MARKS AND SPENCER	GBP 30,000.00	4/20/2022	4/19/2022	Closed

Hey, I am here to help if you need it!

## Field Description

Field Name	Description
<b>Search LC Reference Number</b>	The existing LC reference number which needs to be copied and similar one initiated.
<b>Applicant Name</b>	The name of the applicant.
<b>Beneficiary Name</b>	The beneficiary's name against whom LC is to be created.
<b>Application Date Range</b>	The start and end date of application of the LC.
<b>Amount Range</b>	The amount for the Letter of Credit along with the currency under which the LC issued.

Below search fields appear if the user clicks the **More Search options** link.

Field Name	Description
<b>Expiry Date Range</b>	The expiry date range of the LC.
<b>Status</b>	<p>The status of the LC.</p> <p>The options are:</p> <ul style="list-style-type: none"> <li>• Active</li> <li>• Hold</li> <li>• Cancelled</li> <li>• Reversed</li> <li>• Closed</li> </ul>
<b>Search Results</b>	This section displays the search results.
<b>Reference No.</b>	<p>The existing LC reference number which has been selected for copy and initiate.</p> <p>Click on the link to view the details of LC initiated.</p>
<b>Applicant Name</b>	The name of the applicant.
<b>Beneficiary Name</b>	The name of the beneficiary of the LC.
<b>Amount</b>	The amount for the Letter of Credit along with the currency under which the LC issued.
<b>Expiry Date</b>	The expiry date of the LC.
<b>Application Date</b>	The date of application of the LC.
<b>Status</b>	<p>The status of the LC.</p> <p>The status can be:</p> <ul style="list-style-type: none"> <li>• Active</li> <li>• Hold</li> <li>• Cancelled</li> <li>• Reversed</li> <li>• Closed</li> </ul>

3. Click on the desired **Reference No.** link whose details to be copied. The **Initiate Letter of Credit** screen appears.  
OR  
Click the **Download** to download all or selected columns in the Import LC details list. You can download the list in PDF or CSV formats.
4. Click on the **Manage Column** to setup a column preferences by rearranging or removing columns.
5. 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.

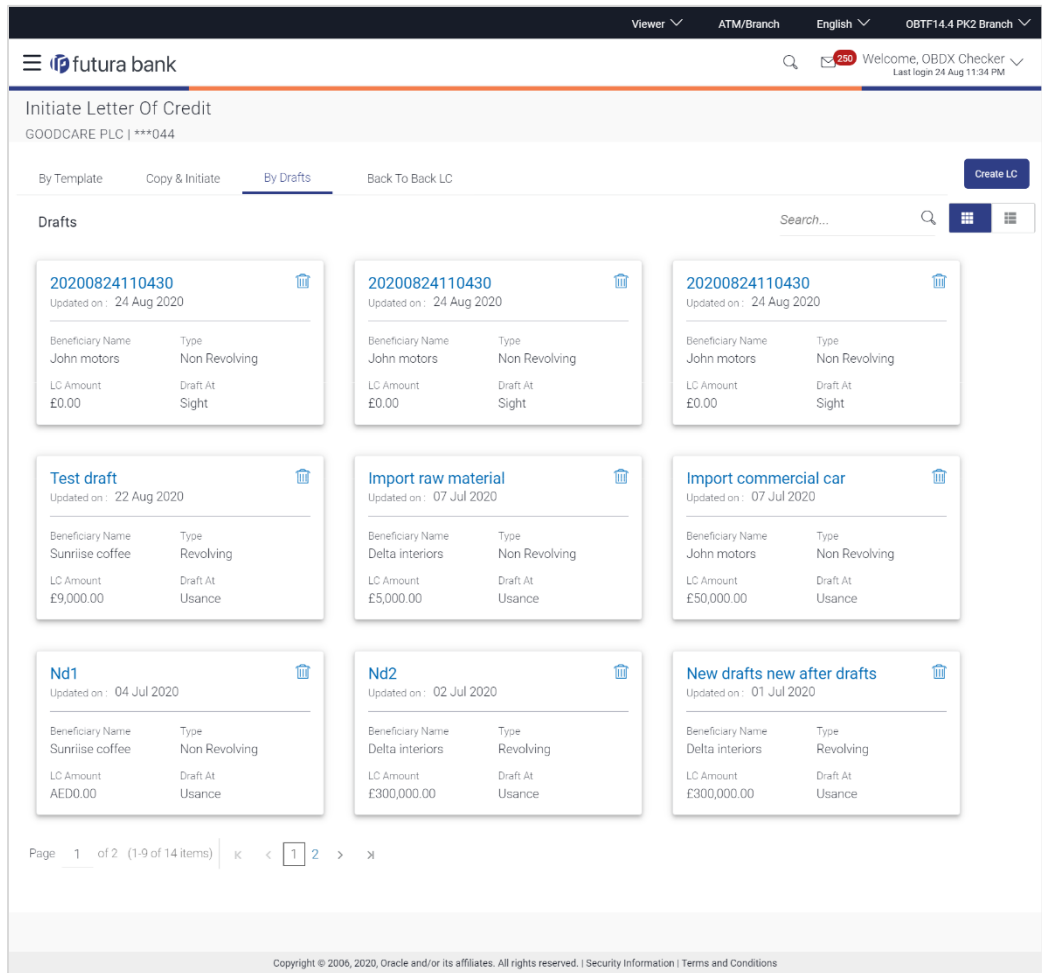
The summary of all the Initiated LC draft of a corporate are listed with basic information of each LC in a card form. User can choose to check the complete details of a specific draft template by clicking on a card. User can click the tabular icon to view the draft in tabular form.

**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 displays the 'Initiate Letter Of Credit' interface for 'GOODCARE PLC | \*\*\*044'. The page features a top navigation bar with 'Viewer', 'ATM/Branch', 'English', and 'OBT14.4 PK2 Branch'. A search bar is present with a magnifying glass icon. Below the header, there are tabs for 'By Template', 'Copy & Initiate', 'By Drafts' (selected), and 'Back To Back LC'. A 'Create LC' button is located in the top right corner. The main content area, titled 'Drafts', shows a grid of nine draft cards. Each card includes a draft number, an update timestamp, a beneficiary name, a type, an LC amount, and a draft at. The cards are arranged in a 3x3 grid. At the bottom, there is a pagination bar showing 'Page 1 of 2 (1-9 of 14 items)' and a table icon. The footer contains copyright information: 'Copyright © 2006, 2020, Oracle and/or its affiliates. All rights reserved. | Security Information | Terms and Conditions'.

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

## Field Description


Field Name	Description
<b>Search By</b>	Enter the name of the LC draft to search and view its details. Partial search is allowed.
<b>Search Results - Summarized View card form</b>	This section displays the search results in Summarized View in card form.
<b>Initiate Letter of Credit draft Card</b>	The Initiate Letter of Credit draft card displays the name of the Initiated Letter of Credit draft name along with the other details like date of update, name of the beneficiary, type of LC, LC amount and draft at.
<b>Initiate Letter of Credit draft Card Details</b>	Following details are present on each Letter of Credit Template card.
<b>Draft Name</b>	The name of the LC application saved as draft.
<b>Updated On</b>	The latest updated date of the template.
<b>Beneficiary Name</b>	The beneficiary name against whom LC is to be created.
<b>Type</b>	The corresponding LC product type and as supported by Host.
<b>LC Amount</b>	The amount of LC.
<b>Draft at</b>	The LC draft type i.e. 'Sight' or 'Usance'.
<b>Views</b>	The user can select the view type. <ul style="list-style-type: none"><li>• Card</li><li>• Tabular</li></ul>

3. Select and click the Letter of Credit draft card whose details you want to view.  
OR  
In the **Search By** field, enter the name of the specific LC draft whose details you want to view.  
The specific Letter of Credit draft detail record appears.  
OR  
Click **Initiate 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.

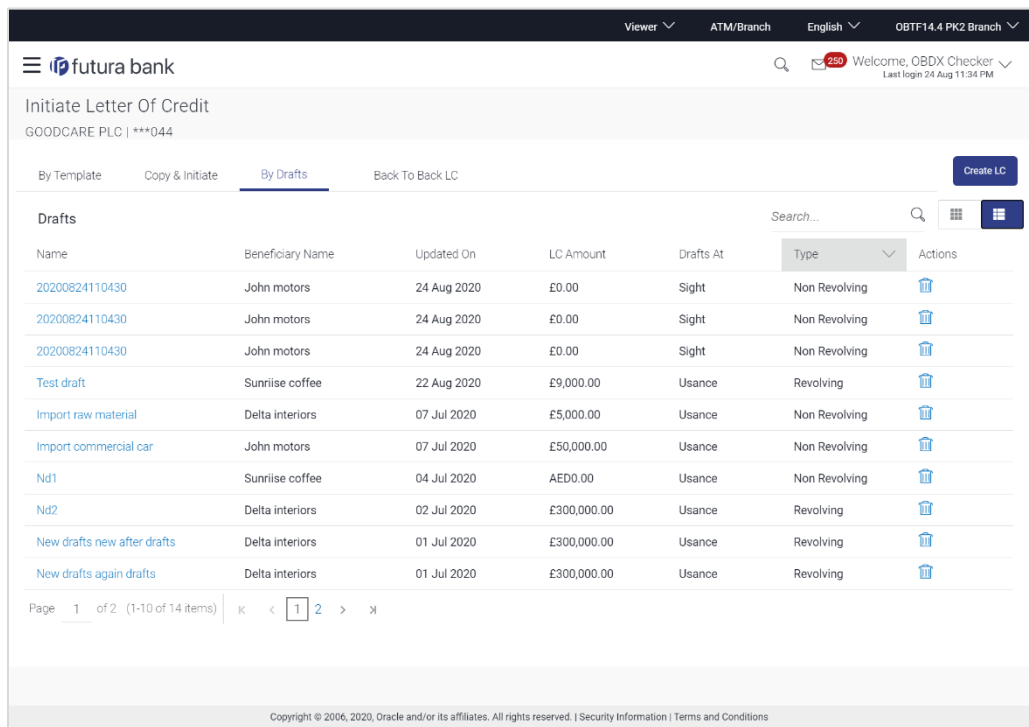
### 5.3.1 Initiate LC - By Draft - Tabular View

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






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

#### Field Description

Field Name	Description
<b>Search Results</b>	This section displays the search results.
<b>Draft Name</b>	The name of the LC application saved as draft.
<b>Beneficiary Name</b>	The beneficiary's name against whom LC draft is created.
<b>Updated On</b>	The latest updated date of the draft.
<b>LC Amount</b>	The amount of LC.


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

2. Select and click the Letter of Credit draft card whose details you want to view.  
OR  
In the **Search** 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 **Initiate 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.
2. Click  to filter the Letter of Credit based on following criteria.



## Back to Back LC - Search LC

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

By Template Copy & Initiate By Drafts **Back To Back LC**

**Search LC**  
Lookup any previous LC with its reference and duplicate it

Related Party

163 Record(s)

Filter

Reference No.	Applicant Name	Beneficiary Name	Amount	Expiry Date
PKZELAT221106003	MARKS AND SPENCER	GOODCARE PLC	GBP 100.00	12/28/2022
PKZELAT221106008	MARKS AND SPENCER	GOODCARE PLC	GBP 100.00	12/28/2022

**Filters**

Reference Number

Applicant Name

Currency  Amount From  Amount To

Application Date From  Application Date To

Expiry Date From  Expiry Date To

**Apply** **Cancel** **Clear**

Hey, I am here to help if you need it!

### Field Description

Field Name	Description
<b>Reference Number</b>	The LC reference number of the LC for which back to back LC is to be initiated.
<b>Applicant Name</b>	The name of the applicant.
<b>Currency</b>	The currency under which the LC issued
<b>Amount Range</b>	The amount for the Letter of Credit under which the LC issued.
<b>Application Date Range</b>	The start and end date of application of the LC.
<b>Expiry Date Range</b>	The expiry date range of the LC. This search field appears if the user clicks the <b>More Search options</b> link.

3. 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 Results

**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

Related Party

111 Record(s) Filters Download Manage Columns

Reference No.	Applicant Name	Beneficiary Name	Amount	Expiry Date	Application Date	Status
<a href="#">PK2ELAT221106003</a>	MARKS AND SPENCER	GOODCARE PLC	GBP 100.00	12/28/2022	4/20/2022	Active
<a href="#">PK2ELAT221106008</a>	MARKS AND SPENCER	GOODCARE PLC	GBP 100.00	12/28/2022	4/20/2022	Active
<a href="#">PK2ELAT221106012</a>	MARKS AND SPENCER	GOODCARE PLC	GBP 100.00	12/28/2022	4/20/2022	Active
<a href="#">PK2ELAT221106016</a>	MARKS AND SPENCER	GOODCARE PLC	GBP 100.00	12/28/2022	4/20/2022	Active
<a href="#">PK2ELAN22110A009</a>	Applicant Ltd	GOODCARE PLC	USD 10,000.00	9/12/2023	4/20/2022	Active
<a href="#">PK2ELAT221106501</a>	MARKS AND SPENCER	GOODCARE PLC	GBP 200.00	12/28/2022	4/20/2022	Active
<a href="#">PK2ELAN22110A00G</a>	MARKS AND SPENCER	GOODCARE PLC	GBP 10,000.00	4/20/2022	4/19/2022	Active
<a href="#">PK2ELAT221106518</a>	MARKS AND SPENCER	GOODCARE PLC	GBP 100.00	12/28/2022	4/20/2022	Active
<a href="#">PK2ELAN221109566</a>	PK2WALKIN1	GOODCARE PLC	GBP 10,000.00	7/19/2022	4/20/2022	Active
<a href="#">PK2ELAT221106020</a>	MARKS AND SPENCER	GOODCARE PLC	GBP 100.00	12/28/2022	4/20/2022	Active
<a href="#">PK2ELAT221106022</a>	MARKS AND SPENCER	GOODCARE PLC	GBP 100.00	12/28/2022	4/20/2022	Active
<a href="#">PK2ELAT221106025</a>	MARKS AND SPENCER	GOODCARE PLC	GBP 100.00	12/28/2022	4/20/2022	Active

## Field Description

Field Name	Description
<b>Search Results</b>	This section displays the search results.
<b>Reference No</b>	The LC reference number. Click on the link to view the details of LC initiated.
<b>Applicant Name</b>	The name of the applicant is displayed.
<b>Beneficiary Name</b>	The name of the beneficiary of the back to back LC.
<b>Amount</b>	The amount for the back to back Letter of Credit along with the currency. The application amount of Back to back should not be more than parent export LC.
<b>Expiry Date</b>	The expiry date of the back to back LC. The Back to Back LC should not have expiry date greater than that in parent LC.
<b>Application Date</b>	The date of application of the back to back LC.

Field Name	Description
Status	The status of the back to back LC.

4. Click the **Reference No** link to view the LC details. The LC Details screen appears.  
OR  
Click the **Download** to download all or selected columns in the Import LC details list. You can download the list in PDF or CSV formats.
5. Click on the **Manage Column** to setup a column preferences by rearranging or removing columns.

## 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 Initiate 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 **Initiate LC** on **Initiate Letter of Credit** screen.

## Letter of Credit Initiation - Initiate LC

Futura Bank

What would you like to do today?

OC

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

View Limits

LC Details

Goods and Shipment Details

Documents and Conditions

Linkages

Instructions

Insurance

Charges, Commissions and Taxes

Attachments

50

Applicant Details

Existing customer

Non customer

Applicant Name

GOODCARE PLC

Address

12 King Street  
lane no 4  
London  
United Kingdom

Accountee Name

40A

Type of Documentary Credit

Transferable

Non Transferable

LC Type

Sight

Usance

Mixed Payment

Revolving

Yes

No

Select Product

ILUN - Import LC Usance Non Revolving

31D

Date of Expiry

1/31/2023

Place of Expiry

Kolkata

59

Beneficiary Details

Existing

New

Beneficiary Name

PKBANK31XXX

Address

Line 1  
Line 2  
Line 3  
Country  
BH

32B

Currency

GBP

LC Amount

GBP 10,000.00

Local Currency Equivalent 0

LC Amount Tolerance

Under(%)

10

Above(%)

10

Help

1

5-15

ORACLE

Total Exposure  
GBP 11,000.00

39C  
Additional Amount Covered

Customer Reference Number

41A  
Credit Available By  
Negotiation

42P  
Negotiation/Deferred Payment Details

Credit Available With  
HDBANK65XXX  
HDFC BANK  
HDBANK65XXX  
HDBANK65XXX

Reset

42C

Tenor	Credit Days From	Drawee Bank	Draft Amount	Actions
0	10	Demo	GBP 100.00	

Add Another Draft

Next Save As Draft Cancel

Help

## Field Description


Field Name	Description
<b>Applicant Details</b>	<p>The option to select the type of applicant.</p> <p>The options are:</p> <ul style="list-style-type: none"> <li>Existing customer</li> <li>Non customer</li> </ul>
<b>Applicant Name</b>	<p>The LC applicant name based on the selected party ID.</p> <p>This field is drop-down and allows the user to select the Applicant name for <b>Existing customer</b> option.</p> <p>This field is input field, if <b>Non customer</b> option is selected in <b>Applicant Details</b> field.</p>
<b>Address</b>	<p>Displays the LC applicant address.</p> <p>This field is input field, if <b>Non customer</b> option is selected in <b>Applicant Details</b> field.</p>
<b>Country</b>	<p>Indicates the country of the applicant.</p> <p>This field is input field, if <b>Non customer</b> option is selected in <b>Applicant Details</b> field.</p>
<b>Limits</b>	<p>Indicates the available limits for applicant under the selected Line.</p> <p>The limit details are also represented in a graphical manner with available, sanctioned and utilized limit details for the users.</p>
<b>View Limit Details</b>	Click the link to open the Facility Summary screen.


Field Name	Description
<b>Country</b>	Displays the country of the LC applicant.
<b>Accountee Name</b>	The list of all accountees mapped to a party.
<b>Address</b>	Displays the accountee's address.
<b>Country</b>	Displays the country of the accountee.
<b>Type of Documentary Credit</b>	<p>Move the slider to select the type of documentary credit.</p> <p>The type of documentary credit are:</p> <ul style="list-style-type: none"> <li>• Transferable</li> <li>• Non Transferable</li> </ul>
<b>LC Type</b>	<p>The type of LC.</p> <p>The options are:</p> <ul style="list-style-type: none"> <li>• Sight</li> <li>• Usance</li> <li>•</li> </ul>
<b>Revolving</b>	<p>Indicate whether the product is revolving or not.</p> <p>The options are:</p> <ul style="list-style-type: none"> <li>• Yes</li> <li>• No</li> </ul>
<b>Select Product</b>	The LC product to be selected.
<b>Auto Reinstatement</b>	<p>This states that reinstatement will happen automatically, if not chosen it has to be done manually if required.</p> <p>The options are:</p> <ul style="list-style-type: none"> <li>• Yes</li> <li>• No</li> </ul> <p>This field is enabled if <b>Yes</b> option is selected in the <b>Revolving</b> field.</p>
<b>Revolving Type</b>	<p>The Indicates revolving type.</p> <p>The options are:</p> <ul style="list-style-type: none"> <li>• Value: LC revolves in value.</li> <li>• Time : LC revolves in time</li> </ul> <p>This field is enabled if <b>Yes</b> option is selected in the <b>Revolving</b> field.</p>

Field Name	Description
<b>Date of Expiry</b>	<p>The expiry date of the LC.</p> <p>The expiry date must be later than the application date.</p>
<b>Place of Expiry</b>	<p>The place where LC would expire.</p>
<b>Cumulative</b>	<p>Displays whether the frequency is cumulative for the LC. If it is cumulative then unused amount of previous LC would be added and available for the new LCs.</p> <p>The options are:</p> <ul style="list-style-type: none"> <li>• Yes</li> <li>• No</li> </ul> <p>This field is enabled if <b>Time</b> option is selected in the <b>Revolving Type</b> field.</p>
<b>Repeat Frequency</b>	<p>The time duration of revolving frequency</p> <p>The values can be entered in terms of:</p> <ul style="list-style-type: none"> <li>• Days</li> <li>• Month</li> <li>• Years</li> </ul> <p>This field is enabled if the <b>Time</b> option is selected in <b>Revolving Type</b> list.</p>
<b>Beneficiary Details</b>	<p>The beneficiary type.</p> <p>The options are:</p> <ul style="list-style-type: none"> <li>• Existing</li> <li>• New</li> </ul>
<b>Beneficiary Name</b>	<p>The name of the LC beneficiary.</p> <p>This field allows the user to select the beneficiary name from drop-down, if <b>Existing</b> option is selected in the <b>Beneficiary Details</b> field.</p> <p>This field allows the user to enter the beneficiary name if <b>New</b> option is selected in the <b>Beneficiary Details</b> field.</p>
<b>Address</b>	<p>The address of the LC beneficiary.</p> <p>This field is enabled to enter the address details, if <b>New</b> option is selected in the <b>Beneficiary Details</b> field.</p>
<b>Country</b>	<p>The country of the LC beneficiary.</p> <p>This field is enabled to enter the country name, if <b>New</b> option is selected in the <b>Beneficiary Details</b> field.</p>

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



Field Name	Description
<b>Credit Available With</b>	<p>Indicates the details of Bank where credit would become available. It is captured by Bank's SWIFT code.</p> <p>The options are:</p> <ul style="list-style-type: none"> <li>• SWIFT Code</li> <li>• Bank Address</li> </ul>
<b>Lookup SWIFT Code</b>	<p>Select the SWIFT code of the issuing bank.</p> <p>This field is enabled if the <b>SWIFT Code</b> option is selected in the <b>Credit Available With</b> field.</p>
<b>SWIFT code Look up</b>	
The following fields appear on a pop up window if the <b>Lookup SWIFT Code</b> link is clicked.	
<b>Swift Code</b>	The facility to lookup bank details based on SWIFT code.
<b>Bank Name</b>	The facility to search for the SWIFT code based on the bank name.
<b>Country</b>	The facility to search for the SWIFT code based on the country.
<b>City</b>	The facility to search for the SWIFT code based on city.
<b>Search Results</b>	This section displays the SWIFT Code lookup search results.
<b>SWIFT Code Lookup</b>	
<b>Bank Name</b>	The names of banks as fetched on the basis of the search criteria specified.
<b>Address</b>	The complete address of each bank as fetched on the basis of the search criteria specified.
<b>SWIFT Code</b>	The list of SWIFT codes as fetched on the basis of the search criteria specified.
<b>Bank Details</b>	<p>Name and Address of the bank where credit would be available.</p> <p>This field is enabled if the <b>Bank Address</b> option is selected in the <b>Credit Available With</b> field.</p>
<b>Drafts section</b>	<hr/> <p><b>Note:</b> Click  to remove any draft added earlier to the LC application. Click <b>Add Another Draft</b> to add new draft.</p> <hr/>
<b>Tenor (In Days)</b>	The tenor of drafts to be drawn under the documentary credit.

Field Name	Description
<b>Credit Days From</b>	<p>The date from which the draft tenor is to be counted. Indicates the date type from which the draft tenor is to be counted.</p> <p>The options are:</p> <ul style="list-style-type: none"> <li>• Invoice Date</li> <li>• B/L Date</li> <li>• Others</li> </ul>
<b>Drawee Bank</b>	The drawee bank of the LC.
<b>Draft Amount</b>	The various drafts amount for the LC application.
<b>Action</b>	Click  to delete the record.

2. In the **Applicant Details** field, select the appropriate option. The applicant address and country field appears.
3. If you select **Existing customer option**, select the **Applicant Name from the drop-down list**.
4. If you select **Non customer** option, specify the **Applicant Name**.
  - a. In the **Address** field, specify the address of the applicant.
  - b. From the **Country** list, select the appropriate country.
5. From the **Accountee Name** list, select the appropriate option. The accountee address and country field appears.
6. From the **Type of Documentary Credit** field, select the appropriate option.
7. From the **Limits** list, select the appropriate limit.
 

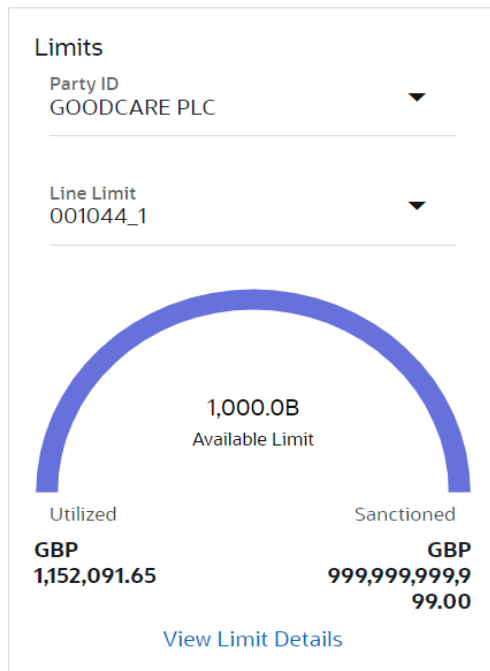
OR

Click **the View Limit Details** link to open the Facility Summary screen.

OR

Click **Reset** to reset the limit details. The Reset popup appears.


## Limits



## Field Description

Field Name	Description
Party ID	The party Id of the LC product.
Line Limit	Indicates the available limits for Accountee 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.  
The bottom graph appears.
8. In the **LC Type** field, select the appropriate option.
9. 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.
10. From the **Select Product** list, select the appropriate product.
11. In the **Date of Expiry** field, select the expiry date of the LC.

12. In the **Place of Expiry** field, enter the place of LC expiry.
13. 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.
14. In the **LC Amount**, select the appropriate currency and, enter the amount for which the LC is needed.
15. 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.
16. In the **Additional Amounts Covered** field, enter the amount details.
17. In the **Customer Reference Number** field, enter the value for customer reference number.
18. From the **Credit Available By** list, select the appropriate option.
19. 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.
20. 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.

21. 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.
22. Click **Initiate Letter of Credit - Shipment Details** tab.

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

This tab captures the **Shipment** details of the LC application process.

futura bank

Search ...

Viewer

ATM/Branch

English

Welcome, OBDX Maker  
Last login 25 Nov 07:26 PM

Initiate Letter of Credit

GOODCARE PLC | \*\*\*044

LC Details

Goods and Shipment Details

Documents and Conditions

Linkages

Instructions

Insurance

Charges

Attachments

Goods and Shipment Details

43P

Partial Shipment

Allowed

43T

Trans-shipment

Allowed

44A

Place of Taking in Charge/Dispatch from

London

44E

Port of Loading/Airport of Departure

London

44F

Port of Discharge/Airport of Destination

Mumbai

44B

Place of Final Destination/For Transportation

Mumbai

44C / 44D

Shipment

DatePeriod

Goods	Goods Description	Quantity	Cost/Unit	Gross Amount
1	BANNEDGOOD	60	800	48000
2	UPLD_GOOD_5	40	800	32000

Add Goods

Next

Save As Draft

Cancel

Back

Copyright © 2006, 2020, Oracle and/or its affiliates. All rights reserved.[SecurityInformation]Terms and Conditions

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

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

### Goods

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

<b>Sr No</b>	Serial Number.
<b>Goods</b>	The type of good being shipped has to be chosen.
<b>Description</b>	The description about the goods.
<b>Quantity</b>	The quantity of goods.

Field Name	Description
<b>Cost/Unit</b>	The number of units of the good covered under the LC.
<b>Gross Amount</b>	The gross amount under the LC.

23. From the **Partial Shipment** list, select the appropriate option.
24. From the **Trans-shipment** list, select the appropriate option.
25. In the **Place of Taking in Charge/ Dispatch From** field, enter the name of the place where the goods are to be received.
26. In the **Port of Loading/ Airport of Departure** field, enter the name of the place for delivery of goods.
27. In the **Port of Loading** field, enter the port of dispatch or taking in charge of the goods or loading on board.
28. In the **Port of Discharge/ Airport of Destination** field, enter the port of discharge of the goods.
29. In the **Place of Final Destination/ For Transportation** field, enter the place of dispatch of the goods.
30. 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.
31. In the **Goods** section,
  - 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
32. 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.
33. Click **Initiate Letter of Credit - Documents and Conditions** tab.



### 5.5.3 Initiate Letter of Credit - 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.

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

Initiate Letter of Credit  
GOODCARE PLC | \*\*\*O44

46A Select Documents  
You can manage and save customized clause and identifiers here [Clause Maintenance](#).

<input type="checkbox"/>	Name of Document	Original	Number of Copies	Clause
<input type="checkbox"/>	Invoice	0 / 0	0	<a href="#">View / Edit Clauses</a>
<input checked="" type="checkbox"/>	Air Way	4 / 5	8	<a href="#">View / Edit Clauses</a>
<input type="checkbox"/>	Sea Way	0 / 0	0	<a href="#">View / Edit Clauses</a>
<input type="checkbox"/>	OTHERDOC	0 / 0	0	<a href="#">View / Edit Clauses</a>
<input type="checkbox"/>	Insurance	0 / 0	0	<a href="#">View / Edit Clauses</a>

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

47A Additional Conditions  
Condition Code Identifier Description

No data to display.

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 (named dest...

Next Save As Draft Cancel Back

#### Field Description

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

#### Select Documents

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


#### Checkbox

Displays the documents that you have selected from the list.

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

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

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

34. 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.
35. In the **Original** field, enter the number of originals required for the selected document.
36. In the **Number of Copies** field, enter the number of copies required for the selected document.
37. In the **Clauses** section, list of clauses for each document will be listed and a check box 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.  
OR  
Click the  icon to delete the clause.

### View Clause

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.

38. Click **Add Document** link to add more document details.  
OR  
Click the  icon to delete the document details.
39. 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.
40. From the Identifier list, select the appropriate option.
41. Click **Refer Codes and Description** link to view the list of codes and their descriptions.
42. 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.
43. From the **Incoterm** list, select the appropriate option.
44. 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.
45. Click **Linkage** tab. The **Linkage** tab appears in the **Initiate Letter of Credit** screen.

#### **5.5.4 Initiate Letter of Credit - Linkages tab**

This tab allows the user to view the default percentage of collateral and the corresponding amount of cash collateral as maintained at back office and can edit the same.

The user has options to attach multiple accounts and indicate the contribution amount or percentage of the total collateral amount. This will be based on the mapped settlement accounts for user. User can add the cash collaterals in transaction currencies only, however customer account can be in any currency. He will get to see the exchange rate in cases where transaction currency and settlement account currency is different.

User will be shown the sum of all linkages for easy reference.

## Initiate Letter of Credit - Linkages tab

Initiate Letter of Credit  
GOODCARE PLC | \*\*\*Q44

Linkages

Cash Collateral Linkages

Currency: GBP

Description: Cash Collateral Amount

Percent: 45

Collateral Amount: GBP 39,600.00

Sr. No.	Account Number	Contribution Amount for Collateral	Contribution Percentage	Exchange Rate	Contribution amount in Account currency
1	XXXXXXXXXXXX0003 Balance: USD 90.00	GBP 99.00	0.25	1.63	USD 161.37

+ Add Account

Total Collateral Amount: GBP 99.00

Select Deposits

Sr. No.	Account Number	Amount	Amount in Transactional Currency	Maturity Date
1	XXXXXXXXXXXX0003 Balance: USD 90.00	USD 90.00		12/24/21

+ Add Account

Total: USD 90.00

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

Next Save As Draft Cancel Back

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## Field Description

Field Name	Description
<b>Cash Collateral Linkages</b>	
<b>Currency</b>	The contract currency of cash collateral as maintained at back office. The user can change the currency.
<b>Description</b>	The description of collateral linkage.
<b>Percent</b>	Percentage of LC to be used as collateral – as maintained at OBTF.
<b>Collateral Amount</b>	Amount to be used as Collateral for LC.
<b>Sr. No.</b>	The serial number of the schedule record.
<b>Account Number</b>	The accounts that are mapped to the user.

Field Name	Description
<b>Contribution Amount for Collateral</b>	The amount to be used from the selected account towards the collateral.
<b>Contribution Percentage</b>	Percentage of the total collateral to be taken from the selected account.
<b>Exchange Rate</b>	If the selected account is in another currency from that of contract's currency the exchange rate between them is to be displayed.
<b>Contribution amount in Account currency</b>	The amount to be contributed from selected account in the account's currency.
<b>Total Collateral Amount</b>	The total collateral amount.

#### Select Deposits

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

46. From the **Currency** list, select the contract currency, if you want to change the default currency.
47. From the **Account Number** list, select the appropriate account that has to be mapped to the transaction.
48. From the **Account Number** list, select the appropriate deposit account that has to be mapped to the transaction.
49. In the **Contribution Amount for Collateral** field, enter the contribution collateral amount.
50. Click the **Add Account** link to add multiple cash collateral linkage.  
OR  
Click Delete to delete the cash collateral linkage.
51. In the **Deposit Linkage** section, select the appropriate deposit account from the **Account Number** list that has to be mapped to the transaction.
52. In the **Amount** field, enter the amount that is to be linked for the transaction.

53. 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.
54. Click the **Instructions** tab. The **Instructions** tab appears in the **Initiate Letter of Credit** screen.

### **5.5.5 Initiate Letter of Credit - 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).

## Initiate Letter of Credit - Instructions tab

Viewer ATM/Branch English

futura bank Search ...

Welcome, obdx checker  
Last login 26 Oct 01:21 PM

Initiate Letter of Credit

GOODCARE PLC | \*\*\*044

LC Details

Goods and Shipment Details

Documents and Conditions

Linkages

**Instructions**

Insurance

Charges

Attachments

Instructions

Advising Bank

☒ SWIFT Code ☐ Name and Address

CITIGB2LRRR 

Verify

Lookup SWIFT Code

**49G**

Special Payment Conditions for Beneficiary

New Condition for beneficiary

**49H**

Special Payment Conditions for Bank Only

New Condition for bank

**49**

Confirmation Instructions

☐ Confirm ☒ May Add ☐ Without

**58A**

Requested Confirmation Party

Confirming Bank

☐ SWIFT Code ☒ Bank Address

Bank Name

Bank of London

Address

20, ABC Complex

Southern Street

London - 200010

**72Z**

Sender to Receiver Information

Sender Information

**71D**

Charges

Additional charges

Special Instructions

xyz

Standard Instructions

☒ Kindly go through all the Standard Instructions

Next

Save As Draft

Cancel

Back

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## Field Description

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

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

Field Name	Description
<b>Special Instructions</b>	Specify the special instructions for the bank users.
<b>Standard Instructions</b>	View the maintained standard terms and conditions by bank.

- 
55. In the **Advising Bank** field, select the appropriate option.
  56. 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
  57. In the **Special Payment Conditions for Beneficiary** field, enter the special payment conditions applicable to beneficiary.
  58. In the **Special Payment Conditions for Bank Only** field, enter the special payment conditions applicable to bank.
  59. 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.
  60. In the **Sender to Receiver Information** field, enter the additional information for the receiver.
  61. In the **Charges** field, enter the charges details.
  62. In the **Special Instructions** field, enter the special instructions, if any.
  63. Select the **Kindly Go through all the Standard Instructions**, check box. This is a mandatory check for proceeding with the application.
  64. Click the **Standard Instructions** link to view the customer instructions maintained by bank from back office.
  65. 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.
  66. Click the **Insurance** tab. The **Insurance** tab appears in the **Initiate Letter of Credit** screen.

### 5.5.6 Initiate Letter of Credit - 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.

#### Initiate Letter of Credit - Insurance tab

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

Search...

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) | {< 1 >}>

Clear Selection

Next Save As Draft Cancel Back

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#### 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.

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

68. Click **Select** to select the desired insurance record.  
OR  
Click **Clear Selection** to clear the selection.
69. Click **Next** to save the entered details and proceed to the next level.
70. Click the **Charges, Commissions and Taxes** tab. c
- 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 Initiate Letter of Credit – Charges Tab**

This tab defaults the charges details, if charges, commissions and taxes are available under the product. The user can select the account number from the demand deposit and corporate deposits account list that displays the account number along with the account name, account currency and account branch.

The user can view the Split Charges & Commissions in Import LC Issuance to see how much will be borne by him and how much by the other parties.

## Charges

ATM & Branch Locator

Welcome, Obdx checker

Last login 11/30/22, 7:59 PM

Initiate Letter of Credit

GOODCARE PLC | \*\*\*044

- LC Details
- Goods and Shipment Details
- Documents and Conditions
- Linkages
- Instructions
- Insurance
- Charges**
- Attachments

Split Charges

Account No	Description of Charges	Amount
xxxxxxxxxxxxx0017 Balance : GBP 1,000,000.00/009/387,200.00	LC COURIER CHARGES IN BILLS	GBP 500.00
xxxxxxxxxxxxx0017 Balance : GBP 1,000,000.00/009/387,200.00	COURIER CHARGES FOR LC ISSUE	GBP 121.00
xxxxxxxxxxxxx0017 Balance : GBP 1,000,000.00/009/387,200.00	AR AP TESTING	GBP 50.00
<b>Total Charges</b>		<b>GBP 771.00</b>

Account No	Description of Taxes	Amount
xxxxxxxxxxxxx0017 Balance : GBP 1,000,000.00/009/387,200.00	LCTAX	GBP 720.00
xxxxxxxxxxxxx0017 Balance : GBP 1,000,000.00/009/387,200.00	LCTAX1	GBP 4.00
xxxxxxxxxxxxx0017 Balance : GBP 1,000,000.00/009/387,200.00	LCTAX2	GBP 104.63
<b>Total Taxes</b>		<b>GBP 828.63</b>

Account No	Description of Commissions	Amount
xxxxxxxxxxxxx0017 Balance : GBP 1,000,000.00/009/387,200.00	LC Issuance Commission (Usance)-Non periodic	GBP 9.58
xxxxxxxxxxxxx0017 Balance : GBP 1,000,000.00/009/387,200.00	LC Issuance Commission (Commitment)-Non periodic	GBP 2,092.50
xxxxxxxxxxxxx0017 Balance : GBP 1,000,000.00/009/387,200.00	ARAP Commission	GBP 427.50
<b>Total Commission</b>		<b>GBP 2,529.58</b>

Next

Save As Draft

Cancel

Back

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### Field Description

Field Name	Description
<b>Charges</b>	
<b>Account No</b>	The account which will be charged for the specific charge.
<b>Description of Charges</b>	The description of the charges.

Field Name	Description
<b>Amount</b>	The amount that is maintained under the charge.
<b>Total Charges</b>	Displays the total charge that will be levied in the transaction.
<b>Taxes</b>	
<b>Account No</b>	The account to be earmarked for taking the Taxes.
<b>Description of Taxes</b>	Displays the description of taxes applicable.
<b>Amount</b>	Displays the amount of taxes.
<b>Total Taxes</b>	Displays the total tax amount.
<b>Commissions</b>	
<b>Account No.</b>	The account from which the commission will be taken.
<b>Description of Commissions</b>	Displays the description commission applicable.
<b>Total Commission</b>	Displays the total commission amount.

71. In the **Charges** section, select the appropriate account, from the **Account No.** list.
72. Click **Split Charges** link on the top right corner of the screen, if you want to split the charges.  
The **Initiate Letter of Credit – Charges** screen appears with split charge details.

### **Charges – Split Charges**

The user can enter the split percentage borne by them. System defaults the split percentage as 50. The user can view the actual value that is to be paid by him in the 'Split Amount Borne by You' field.





Field Name	Description
<b>Charge Amount</b>	Displays the amount of charges.
<b>Split Percentage Borne by You</b>	The system defaults the split percentage that is to be paid by you, which is 50. The user can change the value
<b>Split Amount Borne by You</b>	Displays the split amount that is to be paid by you.
<b>Total Charges</b>	Displays the total charge amount.
<b>Taxes</b>	
<b>Account No.</b>	Debit account number of the applicant.
<b>Description of Taxes</b>	Displays the description taxes applicable.
<b>Amount</b>	Displays the amount of taxes.
<b>Total Taxes</b>	Displays the total tax amount.
<b>Commission</b>	
<b>Split Required</b>	Select the check box for which split of commission is required.
<b>Account No.</b>	Debit account number of the applicant.
<b>Description of Commission</b>	Displays the description of commissions.
<b>Commission Amount</b>	Displays the amount of commission.
<b>Split Percentage Borne by You</b>	The system defaults the split percentage that is to be paid by you, which is 50. The user can change the value.
<b>Split Amount Borne by You</b>	Displays the split commission amount which is to be paid by you.
<b>Total Commissions</b>	Displays the total commission amount.

73. In the **Charges** section, select the appropriate account, from the **Account No.** list.

74. In the **Split Percentage Borne by You** field, edit the value, if required.

75. 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
76. Click the **Attachments** tab. The Attachments tab appears in the **Initiate Letter of Credit** screen.

---

**Note:** If there is a Relationship pricing maintained for the customer, the same would be reflected in the charges instead of the standard pricing.

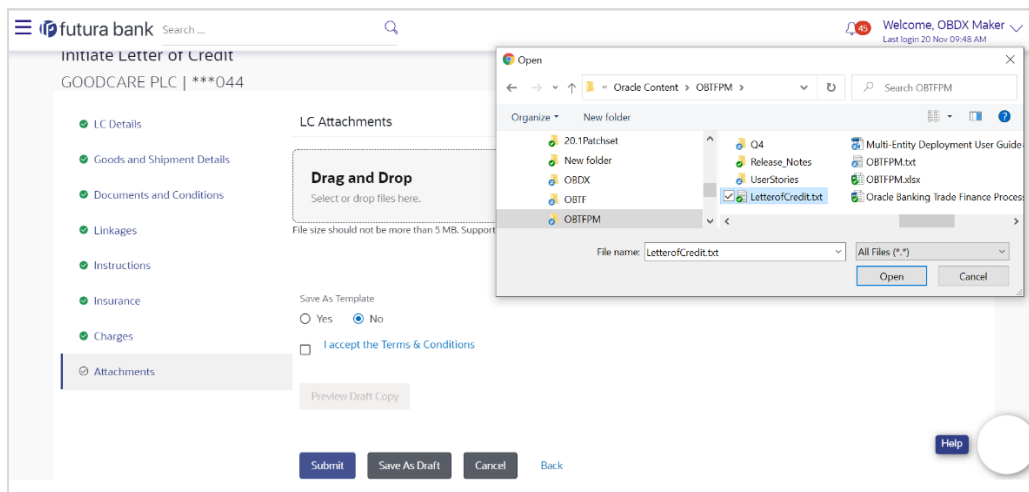
---

### 5.5.8 Initiate Letter of Credit - 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**




## Attachments tab - Uploaded Document

The screenshot shows the 'Initiate Letter of Credit' form for 'GOODCARE PLC | \*\*\*044'. The 'Attachments' tab is selected in the left sidebar. The main content area is titled 'LC Attachments' and features a 'Drag and Drop' box with a plus icon. Below this box, a list of uploaded documents is shown: 'LetterOfCredit.txt', 'GUARANTEE', 'Aadhar Card', and 'Add Remarks'. Each document has a trash icon to its right. Below the list are buttons for 'Upload' and 'Delete All'. Further down, there are options for 'Save As Template' (Yes/No), 'Access Type' (Public/Private), 'Template Name' (testLCsample10Aug1), and a checkbox for 'I accept the Terms & Conditions'. At the bottom are buttons for 'Preview Draft Copy', 'Submit', 'Save As Draft', 'Cancel', and 'Back'. A footer note states: 'Displayed Local currency amount is indicative and actual amount may differ.'

## Field Description

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

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

77. Click **Drag and Drop** to browse and select the required document present on your computer.  
The **Attach Document** popup window appears.
78. Select the required document present on your computer to upload.
79. Click **Upload** to upload document. The Attach Documents tab appears along with list of attached documents.  
OR  
Click  to remove the attached document.  
OR  
Click **Delete All** to delete all the attachments.
  - 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.
80. Select the **Terms and Conditions** check box to accept the Terms and Conditions.
81. Click **Preview Draft Copy** to have a preview of draft.
82. Click **Submit**. The transaction is saved and the **Initiate Letter of Credit – 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.

83. 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.
84. The success message initiation of LC creation appears along with the reference number.  
Click **OK** to complete the transaction.

## 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

Limits

Party ID:  
GOODCARE PLC  
Limit LINE\_CD\_1  
Reset

\$100.00K  
Available Limit

Utilized  
USD68,000.00  
Sanctioned  
USD100,000.00  
View Limit Details

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## Field Description

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

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



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

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

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

## 5.7 **Save As Draft**

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

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

### **To save LC application as draft:**

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

## Save as Draft

Save

×

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

Name of the Draft

AutomationPrivatetemp1

Save

Cancel

## 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.

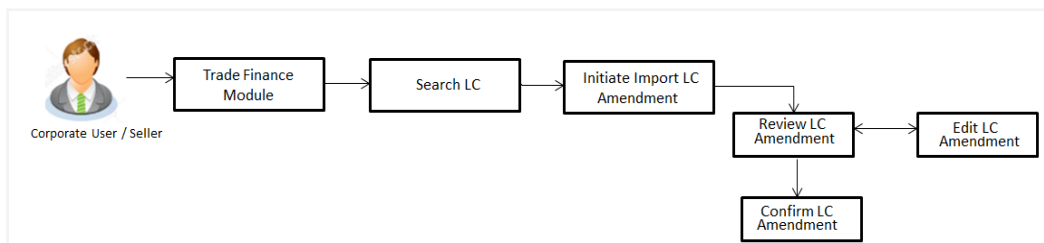
## 6. Initiate Import LC Amendment

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 have 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. From the **All Parties** list, select the appropriate option.

OR

In the **Search By** field, enter the LC Number/ Applicant Name/ 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

**Import LC Amendment**  
GOODCARE PLC | \*\*\*Q44

All Parties →

LC Number	Applicant Name	Beneficiary Name	Customer Reference Number
PK1ILLUR211250501	NATIONAL FREIGHT CORP	SHIVA CORP	
PK1ILLUR211250503	NATIONAL FREIGHT CORP	SHIVA CORP	
PK1ILSN211250001	NATIONAL FREIGHT CORP	SHIVA CORP	
PK1ILLUN211252501	NATIONAL FREIGHT CORP	NATIONAL FREIGHT CORP	
PK2ILLUN211250503	GOODCARE PLC	MARKS AND SPENCER	
PK2ILLUN211250505	GOODCARE PLC	MARKS AND SPENCER	
PK2ILLUN211250506	GOODCARE PLC	NATIONAL FREIGHT CORP	
PK1ILLUN211253001	NATIONAL FREIGHT CORP	SHIVA CORP	
PK1ILLUN211253002	NATIONAL FREIGHT CORP	SHIVA CORP	

**Filter**

Beneficiary Name

Customer Reference Number

LC Status  
Active

LC Amount Range  
All From To

Issue Date  
3/1/21 5/30/21

Expiry Date  
From To

Apply Cancel Clear

## Field Description

Field Name	Description
<b>Beneficiary Name</b>	The name of beneficiary party.
<b>Customer Reference Number</b>	The option to search import LC contract via customer reference number.
<b>LC Status</b>	The status of LC currently. The options are: <ul style="list-style-type: none"><li>Active</li><li>Closed</li></ul>
<b>LC Currency</b>	The currency for the LC.
<b>LC Amount Range</b>	The start and end value of the amount range used for searching the LC.
<b>Issue Date From</b>	The start date of the issue date range used for searching the LC.
<b>Issue Date To</b>	The end date of the issue date range used for searching the LC.
<b>Expiry Date From</b>	The start date of the expiry date range used for searching the LC.
<b>Expiry Date To</b>	The end date of the expiry date range used for searching the LC.

2. 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.

## Import LC Amendments - Search Results

Related Party

146 Record(s)

Filter

LC Number	Applicant Name	Beneficiary Name	Customer Reference Number	LC Amount	Equivalent LC Amount	Issue Date	Date of Expiry	LC Status
PK2ILUN221108027	GOODCARE PLC	MARKS AND SPENCER	CUSTREF	USD 1,000.00	GBP 405.27	4/20/2022	7/19/2022	Active
PK2ILUN221108033	GOODCARE PLC	MARKS AND SPENCER		GBP 10,000.00	GBP 10,000.00	4/20/2022	7/19/2022	Active
PK2ILUN221108049	GOODCARE PLC	WELLS FARGO LA	CUSTREFTE	GBP 1,000.00	GBP 1,000.00	4/20/2022	7/19/2022	Active
PK2ILSN221107018	GOODCARE PLC	MARKS AND SPENCER		GBP 30,000.00	GBP 30,000.00	4/19/2022	4/20/2022	Active
PK2ILUN221108054	GOODCARE PLC	MARKS AND SPENCER		GBP 30,000.00	GBP 30,000.00	4/20/2022	7/19/2022	Active
PK2ILUN221108057	GOODCARE PLC	NATIONAL FREIGHT CORP	CUSTREF	USD 1,000.00	GBP 405.27	4/20/2022	7/19/2022	Active
PK2ILSN221107022	GOODCARE PLC	MARKS AND SPENCER		GBP 10,000.00	GBP 10,000.00	4/20/2022	7/19/2022	Active
PK2ILSN221107023	GOODCARE PLC	MARKS AND SPENCER		GBP 10,000.00	GBP 10,000.00	4/20/2022	7/19/2022	Active
PK2ILUN221109011	GOODCARE PLC	MARKS AND SPENCER		USD 30,000.00	GBP 12,158.05	4/20/2022	4/20/2023	Active
PK2ILSN221107134	GOODCARE PLC	MARKS AND SPENCER	REFERENCE TC01	GBP 100.00	GBP 100.00	4/20/2022	12/28/2022	Active
PK2ILUN221108050	GOODCARE PLC	MARKS AND SPENCER	CUSTREFSANITY	GBP 1,000.00	GBP 1,000.00	4/20/2022	7/19/2022	Active
PK2ILUN221108056	GOODCARE PLC	MARKS AND SPENCER		GBP 30,000.00	GBP 30,000.00	4/19/2022	4/20/2022	Active
PK2ILSN221107135	GOODCARE PLC	MARKS AND SPENCER	REFERENCE TC01	GBP 100.00	GBP 100.00	4/20/2022	12/28/2022	Active

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

## Field Description

Field Name	Description
<b>Search</b>	
<b>All Parties</b>	Select the specific party to filter the search results based on specific party.
<b>Search</b>	Specify the LC Number/ Applicant Name/ Beneficiary Name of LC for whom amendments to be made.
<b>Search Results</b>	This section displays the search results.
<b>LC Number</b>	The LC reference number generated while creating LC.
<b>Applicant Name</b>	The LC applicant name based on the selected party ID.

Field Name	Description
<b>Beneficiary Name</b>	The name of the beneficiary of the LC.
<b>Customer Reference Number</b>	The user provided customer reference number for the transaction.
<b>LC Amount</b>	The amount for the Letter of Credit along with the currency under which the LC issued.
<b>Equivalent LC Amount</b>	The equivalent amount for the Letter of Credit along with the currency under which the LC issued.
<b>Issue Date</b>	The date of the issue date of the LC.
<b>Date of Expiry</b>	The date of the expiry date for the LC.
<b>LC Status</b>	The status of LC.

- Click on the desired **LC Number** for whom amendments to be made. The Initiate Import LC Amendment screen appears.  
OR  
Click the **Download** to download all or selected columns in the Import LC Amendment details list. You can download the list in PDF or CSV formats.
- Click on the **Manage Column** to setup a column preferences by rearranging or removing columns.

**Note:** 1. 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.

2. If there is a Relationship pricing maintained for the customer, the same would be reflected in the charges instead of the standard pricing.

## Initiate Import LC Amendment

↑

Initiate Import LC Amendment

GOODCARE PLC | \*\*\*044

LC Reference No.

PK2ILUN221109011

Active

Product

Import LC Usance Non Revolving

Date Of Issue

4/20/2022

LC Details

View Limits

LC Details

50

Applicant Name

GOODCARE PLC

Address

HDBANK65XXX

lane no 4

London

Country

United Kingdom

40A

Type of Documentary Credit

☐ Transferable
 ☒ Non Transferable

LC Type

Usance

31D

Date of Expiry

4/20/2025

Place of Expiry

51d

59

Beneficiary Name

MARKS AND SPENCER

Address

Marks and Spencer

87 knights street

Country

United Kingdom

32B

LC Amount

USD 30,000.00

LC Amount Tolerance Under (%)

10

LC Amount Tolerance Above (%)

10

Total Exposure

USD 33,000.00

39C

Additional Amount Covered

Customer Reference Number

41A

Credit Available By

Negotiation

42P

Negotiation/Deferred Payment Details

42p

Credit Available With

☐ SWIFT Code
 ☒ Bank Address

Bank Details

ANY BANK

42C

Tenor	Credit Days From	Drawee Bank	Draft Amount	Actions
0	10	Demo Bank	USD 100.00	

Add Another Draft

Next

Cancel

6-5

ORACLE



5. Update the LC details in editable field.
6. Select the **Terms and Conditions** checkbox to accept the Terms and Conditions.
7. 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.
8. 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.
9. The success message initiation of LC Amendment appears along with the reference number.
10. 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 and Incoterms. 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

Import LC Amendment  
GOODCARE PLC | \*\*\*044

All Parties →

LC Number	Applicant Name	Beneficiary Name	Customer Reference Number
PK2ILUN21250502	NATIONAL FREIGHT CORP	SHIVA CORP	
PK2ILSN21253001	GOODCARE PLC	NATIONAL FREIGHT CORP	
PK2ILUN21257505	GOODCARE PLC	MARKS AND SPENCER	
PK2ILSN21259509	GOODCARE PLC	WELLS FARGO LA	
PK2ILSN2125A8HP	GOODCARE PLC	MARKS AND SPENCER	
PK2ILSN2125A8HQ	GOODCARE PLC	MARKS AND SPENCER	
PK2ILSN2125A8KT	GOODCARE PLC	NATIONAL FREIGHT CORP	
PK2ILSN2125A8KT	GOODCARE PLC	MARKS AND SPENCER	
PK2ILSN21257505	GOODCARE PLC	NATIONAL FREIGHT CORP	

Filter

Beneficiary Name

Customer Reference Number

LC Status  
Closed

LC Amount Range  
All From To

Issue Date  
3/1/21 5/30/21

Expiry Date  
From To

Apply Cancel Clear

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

## Import LC Amendments - Search Results

Import LC Amendment  
GOODCARE PLC | \*\*\*044

Related Party →

1 Record(s)

Filter

LC Number	Applicant Name	Beneficiary Name	Customer Reference Number	LC Amount	Equivalent LC Amount	Issue Date	Date of Expiry	LC Status
PK2ILSN221107021	GOODCARE PLC	MARKS AND SPENCER		GBP 50,000.00	GBP 50,000.00	4/19/2022	4/20/2022	Closed

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

Filter

Beneficiary Name

Customer Reference Number

LC Status  
Closed

LC Amount Range  
All From To

Issue Date  
3/1/21 5/30/21

Expiry Date  
From To

Apply Cancel Clear

- Click on the desired **LC Number** for whom amendments to be made. The warning message of amendment of closed LC appears.
- 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.
- Repeat step 4 to 8 of **Initiate Import LC Amendments** section.

## 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.

---

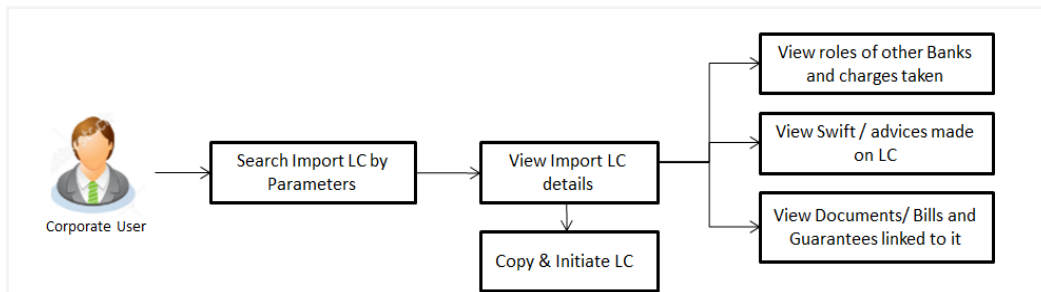
**Note:** Whenever the API services are called by the OBDX, then OBTF pass only those incoming and outgoing SWIFT messages details that are flagged as External by the bank in the “Trade Finance Message Type Maintenance” screen.

---

### 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

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

**View Letter Of Credit**

List of Recently Issued Letter of Credits

All Parties →

LC Number	Applicant Name	Beneficiary Name	Customer Reference Number	LC Amount
PKIILUR211250501	NATIONAL FREIGHT CORP	SHIVA CORP		GBP 10,000
PKIILUR211250503	NATIONAL FREIGHT CORP	SHIVA CORP		GBP 10,000
PK2ILUN211250001	GOODCARE PLC	NATIONAL FREIGHT CORP		GBP 2,000
PKIILSN211250001	NATIONAL FREIGHT CORP	SHIVA CORP		GBP 10,000
PKIILUR211250502	NATIONAL FREIGHT CORP	SHIVA CORP		GBP 10,000
PKIILUN211252501	NATIONAL FREIGHT CORP	NATIONAL FREIGHT CORP		GBP 1,000
PK2ILUN211250503	GOODCARE PLC	MARKS AND SPENCER		GBP 80,000
PK2ILUN211250504	GOODCARE PLC	NATIONAL FREIGHT CORP		GBP 2,000

Page 1 of 203 (1-8 of 1620 items) | < 1 2 3 4 5 ... 203 > |

① All authorized and on hold transactions are listed here. Others will be listed once approved. Please contact the bank for more details.

**Filter**

Beneficiary Name

Customer Reference Number

LC Status

All

LC Amount Range

All From To

LC Drawing Status

All

Issue Date

From To

Expired Status

☐ Expired ☐ Not Expired

Expiry Date

From To

Apply Cancel Clear

## Field Description

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

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

<b>Customer Reference Number</b>	The option to search import LC contract via customer reference number.
----------------------------------	--

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

- Hold
- Active
- Cancelled
- Closed
- Reversed

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

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

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

3. 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 Results

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

203 Record(s)

Filters
Download
Manage Columns

LC Number	Applicant Name	Beneficiary Name	Customer Reference Number	LC Amount	Equivalent LC Amount	Outstanding Amount	Equivalent Outstanding Amount
<a href="#">PK2ILUN221108027</a>	GOODCARE PLC	MARKS AND SPENCER	CUSTREF	USD 1,000.00	GBP 405.27	USD 1,000.00	GBP 405.27
<a href="#">PK2ILUN221108033</a>	GOODCARE PLC	MARKS AND SPENCER		GBP 10,000.00	GBP 10,000.00	GBP 10,000.00	GBP 10,000.00
<a href="#">PK2ILUN221108049</a>	GOODCARE PLC	WELLS FARGO LA	CUSTREFTE	GBP 1,000.00	GBP 1,000.00	GBP 970.00	GBP 970.00
<a href="#">PK2ILSN221107018</a>	GOODCARE PLC	MARKS AND SPENCER		GBP 30,000.00	GBP 30,000.00	GBP 33,000.00	GBP 33,000.00
<a href="#">PK2ILUN221108054</a>	GOODCARE PLC	MARKS AND SPENCER		GBP 30,000.00	GBP 30,000.00	GBP 30,000.00	GBP 30,000.00
<a href="#">PK2ILUN221108057</a>	GOODCARE PLC	NATIONAL FREIGHT CORP	CUSTREF	USD 1,000.00	GBP 405.27	USD 0.00	GBP 0.00
<a href="#">PK2ILSN221107022</a>	GOODCARE PLC	MARKS AND SPENCER		GBP 10,000.00	GBP 10,000.00	GBP 11,000.00	GBP 11,000.00
<a href="#">PK2ILSN221107023</a>	GOODCARE PLC	MARKS AND SPENCER		GBP 10,000.00	GBP 10,000.00	GBP 11,000.00	GBP 11,000.00
<a href="#">PK2ILUN221109011</a>	GOODCARE PLC	MARKS AND SPENCER		USD 30,000.00	GBP 12,158.05	USD 33,000.00	GBP 13,373.86
<a href="#">PK2ILSN221107134</a>	GOODCARE PLC	MARKS AND SPENCER	REFERENCE TC01	GBP 100.00	GBP 100.00	GBP 100.00	GBP 100.00
<a href="#">PK2ILUN221108050</a>	GOODCARE PLC	MARKS AND SPENCER	CUSTREFSANITY	GBP 1,000.00	GBP 1,000.00	GBP 0.00	GBP 0.00
<a href="#">PK2ILUN221108056</a>	GOODCARE PLC	MARKS AND SPENCER		GBP 30,000.00	GBP 30,000.00	GBP 30,000.00	GBP 30,000.00
<a href="#">PK2ILSN221107021</a>	GOODCARE PLC	MARKS AND SPENCER		GBP 30,000.00	GBP 30,000.00	GBP 0.00	GBP 0.00

Total Equivalent Outstanding Amount GBP 1,620,314.6\*

① All authorized and on hold transactions are listed here. Others will be listed once approved. Please contact the bank for details.  
② Displayed Local currency amount is indicative and actual amount may differ.

Hey, I am here to help if you need it!

## Field Description

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

### List of Recently Issued Letter of Credit

<b>LC Number</b>	This is the LC number of the LC application.
<b>Applicant Name</b>	The name of the applicant.
<b>Beneficiary Name</b>	The name of the LC beneficiary.
<b>Customer Reference Number</b>	The user provided customer reference number for the transaction.
<b>LC Amount</b>	The amount for which LC is created.

Field Name	Description
<b>Equivalent LC Amount</b>	The equivalent LC amount.
<b>Outstanding Amount</b>	The remaining amount to be given to the beneficiary.
<b>Equivalent Outstanding Amount</b>	The equivalent outstanding amount to be given to the beneficiary.
<b>Issue Date</b>	The issue date of the Import LC.
<b>Date of Expiry</b>	The date when the LC expires and holds no more valid.
<b>LC Status</b>	The Import LC status i.e. whether is active/closed etc.
<b>Total Equivalent Outstanding Amount</b>	Displays the total outstanding equivalent amount in local currency.

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** to download all or selected columns in the Import LC details list. You can download the list in PDF or CSV formats.
6. Click on the **Manage Column** to setup a column preferences by rearranging or removing columns.

**Note:** If there is a Relationship pricing maintained for the customer, the same would be reflected in the charges instead of the standard pricing.

## 7.1 View Import Letter of Credit - LC Details

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

Search ...

Welcome, Obeds checker  
Last login: 1/1/21, 12:41:20

View Import Letter Of Credit

GOODCARE PLC | \*\*\*044

LC Reference No. PKJZLUN/1LZ/0001 <span>0-306</span>	Product Import LC: Usance Non Revolving	LC Amount GBP 2,000.00	Date of Expiry 8/5/21
---	--	---------------------------	--------------------------

LC Details

LC Details

Attached Documents

Amendments

40A

Topic of Documentary Credit

Non Transferable

Non Revolving

Bills

51A

Applicant

GOODCARE PLC

Address

12 King Street

1eme no 4

London

Country

United Kingdom

Accountsee

GOODCARE PLC

Date of Application

5/5/21

Shipping Guarantee

31D

Date of Expiry

8/5/21

Place of Expiry

ditto1

59

Beneficiary Name

NATIONAL FREIGHT CORP

Address

PCBANK7000X

Country

United Kingdom

Linkages

38

LC Amount

GBP 2,000.00

Charges, Commissions & Taxes

31C

Additional Amount Covered

Swift Messages

41A

Credit Available By

Negotiation

Credit Available With

Indefinite

Advice

42P

Negotiation/Deferred Payment Details

ditto1

Drafts

No

Hide Information

Banks

41B

Place of Final Destination/For Transportation

Goods & Shipment

43P

Partial Shipment

Not Allowed

43T

Transshipment

Not Allowed

44A

Place of Taking in Charge/Dispatch from

44E

Port of Loading/Airport of Departure

44F

Port of Discharge/Airport of Destination

44B

Place of Final Destination/For Transportation

44C/44D

Shipment

No data to display.

Hide Information

Documents

ABDOC	1/2	2	<a href="#">View Clause</a>
RGDOC	0/0	2	<a href="#">View Clause</a>
INDOC	1/2	0	<a href="#">View Clause</a>
MARDOC	1/2	2	<a href="#">View Clause</a>
BOL	0/0	0	<a href="#">View Clause</a>

Page 1 of 2 (1-3 of 6 items)

<

1

2

>

More Information

Instructions

Advising Bank SWIFT ID

CITIGLUSIR

CITIBANK IRELAND

new diamond area

Advising Through Bank SWIFT ID

40H

Special Payment Conditions for Bank Only

40G

Special Payment Conditions for Beneficiary

40

Confirmation Instructions

Without

More Information

Currently, there are no insurances linked to this contract.

Copy & Initiate

Back

ⓘ Dislayed Local currency amount is indicative and actual amount may differ.

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## Field Description

Field Name	Description
<b>Party Name and ID</b>	The name and ID of LC applying party.
<b>LC Reference No.</b>	Displays the reference number of the LC.
<b>Product</b>	The Import LC product name under which the LC is created.
<b>LC Amount</b>	The amount availed against the LC.
<b>Date of Expiry</b>	The date when the LC expires and holds no more valid.
<b>LC Details</b>	
<b>Applicant</b>	Displays the LC applicant name based on the selected party ID.
<b>Address</b>	Displays the LC applicant address.
<b>Country</b>	Displays the country of the LC applicant.
<b>Accountee</b>	Displays the name of the accountee.
<b>Date of Application</b>	The LC issue date.
<b>Date of Expiry</b>	The expiry date of the LC. The expiry date must be later than the application date.
<b>Place of Expiry</b>	The place where LC would expire.
<b>LC Amount</b>	The amount availed against the LC.
<b>Type of Documentary Credit</b>	The type of documentary credit are: <ul style="list-style-type: none"><li>• Transferable</li><li>• Revolving</li></ul>
<b>Revolving Type</b>	Indicates revolving type. This field appears if the <b>SWIFT Code</b> option is selected in the <b>Credit Available With</b> field.
<b>Auto Reinstatement</b>	Under a revolving LC, the amount is reinstated or renewed without any specific amendments to the LC. The credit becomes available for use again automatically.
<b>Cumulative</b>	Displays whether the frequency is cumulative for the LC.

Field Name	Description
<b>Beneficiary Name</b>	The name of the LC beneficiary.
<b>Address</b>	The address of the LC beneficiary.
<b>Country</b>	The country of the LC beneficiary.
<b>Drafts section</b>	
	The number of drafts available.
<b>Tenor (In Days)</b>	The number of days of its validity.
<b>Credit Days From</b>	Displays the date from which the Draft tenure shall be counted.
<b>Drawee Bank</b>	The name of drawee bank, which would represent draft for claiming money against LC.
<b>Draft Amount</b>	The amount which is sought by beneficiary on representation of draft.
<b>More Information</b>	
	Following fields appear if you click the <b>More Information</b> link.
	Click the <b>Hide Information</b> link to hide the fields.
<b>LC Amount Tolerance Under %</b>	The tolerance relative to the documentary credit amount as a percentage plus and/or minus that amount.
<b>Total Exposure</b>	Displays the total LC amount including the positive tolerance, with the currency.
<b>Credit Available By</b>	Indicates the manner in which credit is available when the bank is authorized to pay, accept, negotiate or incur a deferred payment undertaking for the credit.
<b>Credit Available With</b>	Indicates the details of Bank where credit would become available. It is captured by Bank's SWIFT code.
<b>Mixed Payment Details</b>	Indicates the details of mixed payment.  This field appears if the <b>Mixed Payment</b> option was selected in the <b>Credit Available By</b> field.
<b>Draft</b>	Indicates the draft.
<b>Additional Amounts Covered</b>	This field specifies any additional amounts available to the beneficiary under the terms of the credit, such as insurance, freight, interest, etc.

Field Name	Description
<b>Drafts At</b>	The number of drafts available.
<b>Goods &amp; Shipment</b>	
<b>Partial Shipment</b>	Displays whether partial shipments is allowed or not or is conditional.
<b>Place of Taking in Charge/ Dispatch From</b>	The place of receipt from where shipment will be done.
<b>Port of Discharge/ Airport of Destination</b>	The port of discharge or airport of destination to be indicated on the transport document.
<b>Shipment</b>	The period of shipment during which the goods are to be loaded on board /dispatched /taken in charge.
<b>Transshipment</b>	Displays whether transshipment is allowed or not or is conditional.
<b>Port of Loading/ Airport of Departure</b>	The port of loading or airport of departure to be indicated on the transport document.
<b>Place of Final Destination/ For Transportation</b>	The place of dispatch or taking in charge of the goods or loading on board.
<b>Latest Shipment Date</b>	The latest date for shipment loading goods on board/dispatch/taking in charge.
<b>More Information</b>	
Following fields appear if you click the <b>More Information</b> link.	
Click the <b>Hide Information</b> link to hide the fields.	
<b>Goods</b>	The type of good being shipped.
<b>Description of Goods</b>	The description of goods.
<b>Units</b>	The number of units of the goods.
<b>Price Per Unit</b>	The price per unit of the goods.
<b>Documents</b>	
<b>Document Name</b>	Displays the lists of all the documents required to be epresented.
<b>Original</b>	Displays the number "n" out of "m" original documents will be rovided to bank.

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



- **Initiate Amendment** to initiate the amendment. The **Initiate Import LC Amendment** screen appears.
  - **Copy & Initiate** to copy the Lc details and initiate the import letter of credit. The **Initiate Letter of Credit** screen appears.
  - **Initiate Tracers** to imitate the tracer. The **Tracers** screen appears.
5. Click **Copy and Initiate** to copy details of LC, and initiate a new LC. The **Initiate Letter of Credit** screen appears.  
OR  
Click **Back** to navigate back to previous screen.
  6. 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 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.

7. 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

View Import Letter Of Credit  
NATIONAL FREIGHT CORP | \*\*\*153

Copy & Initiate

L.C Reference No.	Product	L.C Amount	Date of Expiry
PK2ILUN211256008 <b>ACTIVE</b>	Import LC Usance Non Revolving	EUR110,000.00	10 May 2021

LC Details

Attached Documents

Sr No	Document ID	Document Category	Document Type	Remarks	Action
1	3.9P/L_****4	IDPROOF	IDPROOF	id	
2	3.9P/L_****2	IDPROOF	IDPROOF	doc	

Cancel Back

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

Amendments

Bills

Shipping Guarantee

Linkages

Charges, Commissions & Taxes

Swift Messages

Advice

Banks

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## Field Description

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

- Click the required link in the **Document ID** column to download the attached document.  
OR

Click  to delete the attached document record.

## 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

The screenshot shows the 'View Import Letter Of Credit' page for 'GOODCARE PLC | \*\*\*044'. The page has a sidebar with navigation links: LC Details, Attached Documents, Amendments (selected), Bills, Shipping Guarantee, Linkages, Charges, Commissions & Taxes, Swift Messages, Advice, and Banks. The main content area displays the 'Amendments' tab with a table of amendment details. The table has columns for Amendment Number, Issue Date, Expiry Date, LC Amount, and Status. One amendment is listed with number 1, issue date 05 May 2021, expiry date 03 Aug 2021, LC amount GBP20,000.00, and status ACCEPTED. Below the table is a pagination bar showing 'Page 1 of 1 (1 of 1 items)' and a 'View' link. At the bottom of the table area are buttons for 'Initiate Amendment' and 'Back'. A disclaimer note states: 'Displayed Local currency amount is indicative and actual amount may differ.'

Amendment Number	Issue Date	Expiry Date	LC Amount	Status
1	05 May 2021	03 Aug 2021	GBP20,000.00	ACCEPTED

#### Field Description

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



9. Click the required link in the **View** column. The **Import LC Amendment** screen with detailed Issued Amendments appears.  
OR  
Click the View link to view the export LC Amendment.
10. 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.
11. 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.

12. 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.
13. 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  
NATIONAL FREIGHT CORP | \*\*\*\*P55

LC Reference No. PK1ILSN21250001 **ACTIVE** Product Import LC Slight Non Revolving LC Amount GBP 10,000.00 Date of Expiry 8/3/21

LC Details Bills

Attached Documents

Amendments

**Bills**

Shipping Guarantee

Linkages

Charges, Commissions & Taxes

Swift Messages

Advice

Banks

Inward Bill Number	Bill Lodgement Sequence No	Date Received	Bill Amount	Status
PK1IULL2125AGRV	5/5/21	GBP 11,000.00	<b>ACTIVE</b>	

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

Back

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

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## Field Description

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

<b>Inward Bill Number</b>	Displays the Inward Bill number. Click on Inward Bill Number link to view the Bill details.
---------------------------	--

<b>Bill Lodgement Sequence No</b>	Indicates the sequence in which bill was lodged.
-----------------------------------	--

<b>Date Received</b>	Displays the date on which the Bill is received.
----------------------	--

<b>Bill Amount</b>	Displays the Bill amount with currency for the LC.
--------------------	--

<b>Status</b>	Displays the status of the Bill is received.
---------------	--

- 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.

15. 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.

16. 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 – Shipping Guarantee

The screenshot shows the 'View Import Letter of Credit' screen for 'GOODCARE PLC | \*\*\*044'. The top navigation bar includes 'Viewer', 'ATM/Branch', and 'English'. The main header shows 'Welcome, OBDX Maker' and 'Last login 26 Nov 03:12 PM'. The page title is 'View Import Letter Of Credit' with a 'Copy & Initiate' link. Below the title, a table displays LC details:

LC Reference No.	Product	LC Amount	Date of Expiry
PK2ILSR211258501 <span>ACTIVE</span>	Import LC Sight Revolving advance Periodic	GBP100,000.00	31 May 2021

On the left, a sidebar lists various tabs: LC Details, Attached Documents, Amendments, Bills, **Shipping Guarantee** (selected), Linkages, Charges, Commissions & Taxes, Swift Messages, Advice, and Banks. The 'Shipping Guarantee' tab displays a table with the following data:

Guarantee Reference No	Date	Amount
AT39SLC140010001	01 Jan 2014	£27,500.00

Below the table, it shows 'Page 1 of 1' with navigation icons. At the bottom of the tab content, there are three buttons: 'Initiate Shipping Guarantee', 'Cancel', and 'Back'. The footer contains the copyright notice: 'Copyright © 2006, 2020, Oracle and/or its affiliates. All rights reserved.[SecurityInformation]Terms and Conditions'.

#### Field Description

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

<b>Guarantee Reference No</b>	Displays the reference number of shipping guarantees linked to LC.
-------------------------------	--

<b>Date</b>	Displays the date when guarantee was created.
-------------	---

Field Name	Description
<b>Amount</b>	Displays the amount and currency of the guarantee.
<p>17. Click the required link in the <b>Guarantee Reference Number</b> column. The view guarantee page appears.</p> <p>18. Click the <b>Initiate Shipping Guarantee</b> link to initiate the Shipping Guarantee. The <b>Initiate Shipping Guarantee</b> page appears.</p> <p>OR</p> <p>Click <b>Cancel</b> to cancel the transaction. The <b>Dashboard</b> appears.</p> <p>OR</p> <p>Click <b>Back</b>.</p> <p>The <b>View Import LC</b> screen appears.</p> <p>OR</p> <p>Click <b>Cancel</b> to cancel the transaction. The <b>Dashboard</b> appears.</p> <p>19. Click the <b>Linkages</b> tab to view the charge details.</p> <p>OR</p> <p>Click the <b>Initiate Shipping Guarantee</b> link to initiate the Shipping Guarantee.</p> <p>OR</p> <p>Click the <b>Copy and Initiate</b> link to copy details of LC, and initiate a new LC. The <b>Initiate Letter of Credit</b> screen.</p>	

### 7.1.5 Linkages tab

This tab allows the user to view the linked deposit account.

20. Click **Linkages** tab to view the linked deposit account.
- OR
- Click **Back**.
- The **View Import LC** screen appears.
- OR
- Click **Cancel** to cancel the transaction. The **Dashboard** appears.

## View Import Letter of Credit – Linkages tab

**View Import Letter Of Credit**  
GOODCARE PLC | \*\*\*P044

LC Reference No. PK2ILSN21125CXQ3 Active Product Import LC Sight Non Revolving LC Amount GBP50,000.00 Date of Expiry 21 Feb 2022

**Linkages**

Total Linkage Amount GBP0.00

**Cash Collateral Linkages**

Currency	Description
GBP	Cash Collateral Amount
Percent	Collateral Amount
20	GBP10,000.00
<b>Total Collateral Amount GBP0.00</b>	

**Deposit Linkages**

Deposit Number	Linked Amount	Linked Amount In Transactional Currency	Maturity Date
No data to display.			
Total Amount in Local Currency		GBP0.00	

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[Back](#)

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

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## Field Description

Field Name	Description
<b>Total Linkage Amount</b>	The total linkage amount.
<b>Cash Collateral Linkages</b>	
<b>Currency</b>	The contract currency of cash collateral as maintained at back office. The user can change the currency.
<b>Description</b>	The description of collateral linkage.
<b>Percent</b>	Percentage of LC to be used as collateral – as maintained at OBTF.
<b>Collateral Amount</b>	Amount to be used as Collateral for LC.
<b>Sr. No.</b>	The serial number of the schedule record.

Field Name	Description
<b>Settlement Account Number</b>	The accounts that are mapped to the user.
<b>Contribution Amount for Collateral</b>	The amount to be used from the selected account towards the collateral.
<b>Contribution Percentage</b>	Percentage of the total collateral to be taken from the selected account.
<b>Exchange Rate</b>	If the selected account is in another currency from that of contract's currency the exchange rate between them is to be displayed.
<b>Contribution amount in Account currency</b>	The amount to be contributed from selected account in the account's currency.
<b>Total</b>	The total collateral amount.
<b>Deposit Linkages</b>	
<b>Deposit Number</b>	The deposit account that has to be mapped to the transaction.
<b>Linked Amount</b>	The amount that is to be linked for the transaction, and partial linkages to be supported.
<b>Linked Amount in Transactional Currency</b>	The tentative equivalent amount in transactional currency.
<b>Maturity Date</b>	The maturity date of the deposit.
<p>21. Click the <b><u>Initiate Amendment</u></b> link to initiate the amendment.  OR  Click <b>Cancel</b> to cancel the transaction. The <b>Dashboard</b> appears.  OR  Click <b>Back</b>.  The <b>View Import LC</b> screen appears.  OR  Click <b>Cancel</b> to cancel the transaction. The <b>Dashboard</b> appears.</p> <p>22. Click the <b>Charges</b> tab to view the charge details.  OR  Click the <b>Initiate Shipping Guarantee</b> link to initiate the Shipping Guarantee.  OR  Click the <b><u>Copy and Initiate</u></b> link to copy details of LC, and initiate a new LC. The <b>Initiate Letter of Credit</b> screen.</p>	

## 7.1.6 Charges Commissions & Taxes

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

23. 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

The screenshot displays the Futura Bank interface for viewing import letter of credit details. The top navigation bar includes 'ATM & Branch Locator', 'English', and a user welcome message. The main header shows 'View Import Letter Of Credit' with a reference number '\*\*\*\*044'. Below this, key details are listed: LC Reference No. PK2ILUN211250505 (ACTIVE), Product Import LC Usance Non Revolving, LC Amount GBP 80,000.00, and Date of Expiry 8/3/21.

The left sidebar contains a menu with options: LC Details, Attached Documents, Amendments, Bills, Shipping Guarantee, Linkages, **Charges, Commissions & Taxes** (selected), Swift Messages, Advice, and Banks.

The main content area is titled 'Charges, Commissions & Taxes' and contains three tables:

#### Charges

Account No	Description of Charges	Amount	Split Amount Borne by You	Split Amount Borne by Other Party
xxxxxxxxxxxx0017	SWIFT CHARGES FOR LC ISSUE	GBP 50.00	GBP 50.00	GBP 0.00
xxxxxxxxxxxx0001	LC COURIER CHARGES IN BILLS	GBP 1,500.00	GBP 1,500.00	GBP 0.00
xxxxxxxxxxxx0017	COURIER CHARGES FOR LC ISSUE	GBP 50.00	GBP 50.00	GBP 0.00
xxxxxxxxxxxx0017	LC Charges receivables	GBP 50.00	GBP 50.00	GBP 0.00
<b>Total Charges</b>		<b>GBP 1,650.00</b>	<b>GBP 1,650.00</b>	<b>GBP 0.00</b>

#### Taxes

Account No	Description of Taxes	Value Date	Amount	Equivalent Amount
xxxxxxxxxxxx0017	LCTAX2	5/5/21	GBP 120.00	GBP 120.00
<b>Total Taxes</b>			<b>GBP 120.00</b>	

#### Commissions

Account No	Description of Commissions	Amount	Split Amount Borne by You	Split Amount Borne by Other Party
xxxxxxxxxxxx0017	LC Issuance Commission (Usance)-Non periodic	GBP 197.26	GBP 197.26	GBP 0.00
xxxxxxxxxxxx0017	LC Issuance Commission (Commitment)-Non periodic	GBP 2,400.00	GBP 2,400.00	GBP 0.00
<b>Total Commission</b>		<b>GBP 2,597.26</b>	<b>GBP 2,597.26</b>	<b>GBP 0.00</b>

[Back](#)

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**Field Description**

<b>Field Name</b>	<b>Description</b>
<b>Charges</b>	
<b>Account No.</b>	Debit account number of the applicant.
<b>Description of Charges</b>	Displays the description charges applicable.
<b>Amount</b>	Displays the amount of charges.
<b>Split Amount Borne by You</b>	Displays the split charge amount which is to be paid by you.
<b>Split Amount Borne by Other Party</b>	Displays the split charge amount which is to be paid by other party.
<b>Total Charges</b>	Displays the total charge amount.
<b>Taxes</b>	
<b>Account No.</b>	Debit account number of the applicant.
<b>Description of Taxes</b>	Displays the description of taxes applicable.
<b>Value Date</b>	Displays the value date of the taxes.
<b>Amount</b>	Displays the amount of taxes.
<b>Equivalent Amount</b>	Displays the equivalent tax amount.
<b>Total Taxes</b>	Displays the total tax amount.
<b>Commissions</b>	
<b>Account No.</b>	Debit account number of the applicant.
<b>Description of Commissions</b>	Displays the description of commissions.
<b>Amount</b>	Displays the amount of commission.
<b>Split Amount Borne by You</b>	Displays the split commission amount which is to be paid by you.



Field Name	Description
<b>Split Amount Borne by Other Party</b>	Displays the split commission amount which is to be paid by other party.
<b>Total Commissions</b>	Displays the total commission amount.

---

**Note:** If there is a Relationship pricing maintained for the customer, the same would be reflected in the charges instead of the standard pricing.

---

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.

### **7.1.7 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

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. 000ILUN20076BIOR <span>ACTIVE</span>	Product OBDX ILUN Import LC Usance Non Revolving	LC Amount £912,456.00	Date of Expiry 31 Jul 2020
--	---	--------------------------	-------------------------------

LC Details

Attached Documents
Amendments
Bills
Shipping Guarantee
Charges, Commissions & 1

Swift Messages

Message ID	Date	Description	Sending/Receiving Bank	Message Type	Action
<a href="#">2812064750950679</a>	16 Mar 2020	Amendment Instrument	CITIBANK IRELAND	707	<a href="#">Download</a>
<a href="#">2282011074809375</a>	16 Mar 2020	Amendment Instrument	CITIBANK ENGLAND	707	<a href="#">Download</a>
<a href="#">2252037684736277</a>	16 Mar 2020	L/C instrument	CITIBANK IRELAND	700	<a href="#">Download</a>
<a href="#">2282010841849657</a>	16 Mar 2020	Amendment Instrument	CITIBANK IRELAND	707	<a href="#">Download</a>

Page 1 of 1 (1-4 of 4 items)

1

Cancel
Back

Swift Messages

Advice

Banks

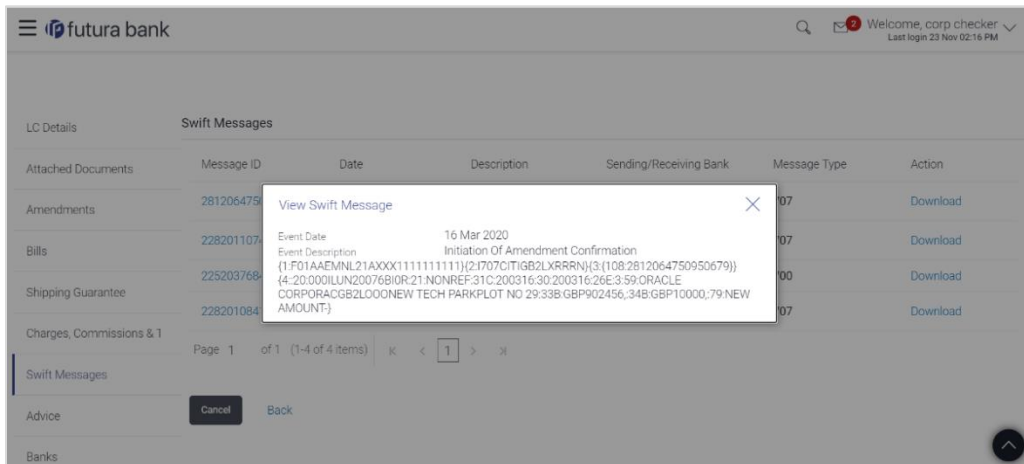
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## Field Description

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

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

## SWIFT Messages Details




### Field Description

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

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.

**Note:** Only SWIFT messages in which ACK has been received by bank is being displayed.

### 7.1.8 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

Viewer ATM/Branch English

futura bank Search ...

Welcome, obdx checker  
Last login 26 Nov 03:23 PM

### View Import Letter Of Credit

GOODCARE PLC | \*\*\*044

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

LC Reference No.	Product	LC Amount	Date of Expiry
PK2ILUN21125AJAH	Import LC Usance Non Revolving	GBP11,000.00	03 Aug 2021

LC Details

Attached Documents

Amendments

Bills

Shipping Guarantee

Linkages

Charges, Commissions & Taxes

Swift Messages

**Advice**

Banks

#### Advice

Message ID	Date	Description	Event Description	Action
2382005568061712	23/08/2021	Debit Advice	Booking LC or Guarantee Issue	Download
2382005568059608	23/08/2021	Debit Advice	Booking LC or Guarantee Issue	Download
2382005568056883	23/08/2021	Debit Advice	Booking LC or Guarantee Issue	Download
2382005568054926	23/08/2021	Debit Advice	Booking LC or Guarantee Issue	Download
2382005568051107	23/08/2021	Debit Advice	Booking LC or Guarantee Issue	Download

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[Cancel](#) [Back](#)

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## Field Description

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

<b>Message ID</b>	Unique identification number for the message.
-------------------	---

<b>Date</b>	Date of sending advice.
-------------	-------------------------

<b>Description</b>	The detail description of advice.
--------------------	-----------------------------------

<b>Event Description</b>	The detail description of the event of the advice.
--------------------------	--

<b>Action</b>	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.

### 7.1.8.1 Advices Details

The screenshot shows the 'Advices Details' screen in the Futura Bank system. At the top, there's a header with the Futura Bank logo and a user profile. Below the header, a table displays LC details. A 'View Advice' modal window is open, showing event details for a booking LC or guarantee issue. The modal includes fields for Event Date, Event Description, Debit Advice, and a table of charges. A chatbot icon is visible in the bottom right corner.

LC Reference No.	Product	LC Amount	Date of Expiry
000ILUN20076BKC0	OBDX ILUN Import LC Usance Non Revolving	£963,456.00	31 Jul 2020

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


### 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.

### 7.1.9 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 Letter Of Credit**  
NATIONAL FREIGHT CORP | \*\*\*153

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

LC Reference No. 000ILUN2125A50L <span>ACTIVE</span>	Product Import LC Usance Non Revolving	LC Amount GBP10,000.00	Date of Expiry 03 Aug 2021
---	---	---------------------------	-------------------------------

LC Details

Attached Documents

Amendments

Bills

Shipping Guarantee

Linkages

Charges, Commissions & Taxes

Swift Messages

Advice

**Banks**

**Banks**

**Reimbursing Bank**

Swift: OATAGB00XXX  
Name: OATS\_ATL\_BANK\_GBP  
Address: OATATB00XXX  
Country: UK  
UNITED KINGDOM

[Cancel](#) [Back](#)

**Advise Through Bank**

Swift: TSBGGB00XXX  
Name: OOO\_TRADE BANK1  
Address: TRCBNK00XXX  
Country: LONDON  
UNITED KINGDOM

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

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

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.

## 8. View Import Bill

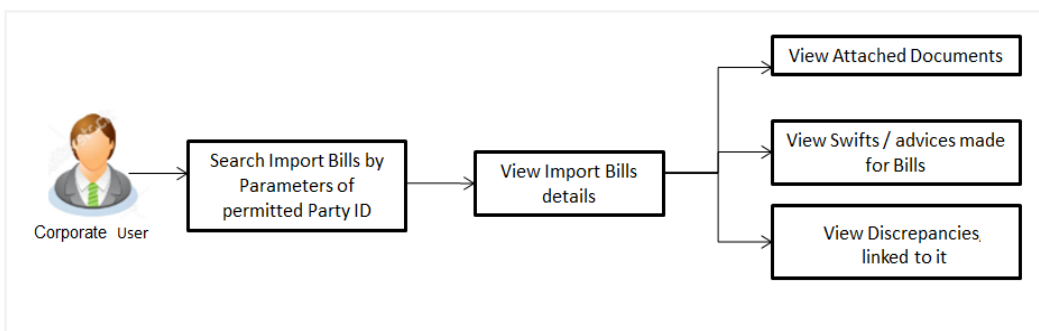
Using this option, you can view the details of existing Import Bills in the application. You can search the required Import Bills using different search criteria and download the Import Bill list in different file formats.

**Note:** Whenever the API services are called by the OBDX, then OBTF pass only those incoming and outgoing SWIFT messages details that are flagged as External by the bank in the “Trade Finance Message Type Maintenance” screen.

### 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 Import LC Bills > View Import Bill*

### To view Import Bill:

1. The **View Import Bill** screen appears.
2. Click  to filter based on the filter criteria. The Filter overlay screen appears.



## View Import Bill

Related Party

**Bill Reference Number**  
78 Record(s)

Filter

Bill Reference Number	LC Reference Number	Customer Reference Number	Exporter Name	Importer Name	Released
PK2ISLA221108507	PK2ILSN221107246		MARKS AND SPENCER	GOODCARE PLC	INCOMING
PK2ISLA221108034	PK2ILSN221107220		MARKS AND SPENCER	GOODCARE PLC	INCOMING
PK2ISLA221108502	PK2ILSN221107230		MARKS AND SPENCER	GOODCARE PLC	INCOMING
PK2ISLA221108514	PK2ILSN221107265		MARKS AND SPENCER	GOODCARE PLC	INCOMING
PK2ISLA221108024	PK2ILSN221107188		MARKS AND SPENCER	GOODCARE PLC	INCOMING

**Filters**

Bill Reference Number

Status

Exporter Name

Currency

Bill Amount From

Bill Amount To

Bill Date From

Bill Date To

Customer Reference Number

Discrepancy

LC Reference Number

I say, I am here to help if you need it!

## Field Description

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

Field Name	Description
<b>Customer Reference Number</b>	The option to search import bill via customer reference number.
<b>Discrepancy</b>	The option to search import bill via discrepancies identified by the bank in the Bill.
<b>LC Reference Number</b>	The LC which is linked to the Bill.

- Enter the search criteria.
- Click **Apply**.  
The **View Import Bills** screen appears with the search results.  
OR  
Click **Cancel** to cancel the transaction. The Dashboard appears.  
OR  
Click **Reset** to reset the search criteria.
- Click the **Download** to download all or selected columns in the Import Bill details list. You can download the list in PDF or CSV formats.
- Click on the **Manage Column** to setup a column preferences by rearranging or removing columns.

## View Import Bill – Search Results

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

Related Party  
GOODCARE PLC X

Bill Reference Number  
638 Record(s)

Filter

Filters Download Manage Columns

Bill Reference Number	LC Reference Number	Customer Reference Number	Exporter Name	Importer Name	Released Against	Transaction Date	Bill Amount	Equivalent Amount	Outstanding Amount
BCR122110000001	PK2ILSR22110A504		MARKS AND SPENCER	GOODCARE PLC	BUYERS CREDIT BILL	4/20/2022	£1,000.00	£1,000.00	£1,000.00
PK2ISLA22110A33B	PK2ILSN22110A2E1		MARKS AND SPENCER	GOODCARE PLC	INCOMING CLEAN SIGHT BILLS UNDER LC ON ADVANCE	4/20/2022	£100.00	£100.00	£100.00
PK2ISLA22110A33N	PK2ILSN22110A2FR		MARKS AND SPENCER	GOODCARE PLC	INCOMING CLEAN SIGHT BILLS UNDER LC ON ADVANCE	4/20/2022	£100.00	£100.00	£100.00
PK2ISLA22110A33Z	PK2ILSN22110A2HI		MARKS AND SPENCER	GOODCARE PLC	INCOMING CLEAN SIGHT BILLS UNDER LC ON ADVANCE	4/20/2022	£100.00	£100.00	£100.00
PK2ISLA22110A34B	PK2ILSN22110A2IA		MARKS AND SPENCER	GOODCARE PLC	INCOMING CLEAN SIGHT BILLS UNDER LC ON ADVANCE	4/20/2022	£100.00	£100.00	£100.00

Total Equivalent Outstanding Amount £8,250,903.71

ⓘ 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.

## Field Description

Field Name	Description
<b>Related Party</b>	Select the specific party to filter the search result based on specific party.
<b>Bill Reference Number</b>	The count of Bill reference number records.
<b>Filter</b>	Specify the Bill Reference Number/ LC Reference Number/ Customer Reference Number/ Exporter/ Importer Name/ Released Against/ / Bill Amount/ Equivalent Amount/ Discrepancy Status/ Status to search the records.
<b>Search Results</b>	This section displays the search results.
<b>Bill Reference Number</b>	Displays the Bill reference number. Displays the link to view the Import Bill details.
<b>LC Reference Number</b>	The LC which is linked to the Bill.
<b>Customer Reference Number</b>	Displays the user provided customer reference number for the transaction.
<b>Exporter Name</b>	Displays the name of the Exporter of the Import Bill.
<b>Importer Name</b>	Displays the name of the Importer of the Import Bill.
<b>Released Against</b>	Displays the product name of the Import Bill.
<b>Transaction Date</b>	Displays the transaction date of the Import Bill.
<b>Bill Amount</b>	Displays the Import Bill amount.
<b>Equivalent Amount</b>	Displays the equivalent import Bill amount.
<b>Outstanding Amount</b>	The outstanding amount of the Import Bill.
<b>Equivalent Outstanding Amount</b>	The outstanding equivalent amount of the Import Bill.
<b>Discrepancy Status</b>	Displays the discrepancy status as 'Y' and 'N'.
<b>Status</b>	Displays the status of the import Bill.

7. Select the appropriate option from the **Related Party** list and click the Arrow icon to initiate a search for the warranty related to the specific party.

8. 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.
9. Click the **Download** to download all or selected columns in the Import Bill details list. You can download the list in PDF or CSV formats.
10. Click on the **Manage Column** to setup a column preferences by rearranging or removing columns.


---

**Note:** If there is a Relationship pricing maintained for the customer, the same would be reflected in the charges instead of the standard pricing.

---

## 8.1 View Bill Details

The **View Bill Details** tab appears.  
OR

Click  more options icon at the top right corner and then:

- **Modify Bills** to modify the bills. The **Modify Bills** screen appears.
- **Settle** to initiate a settlement of Bill. The **Bill Settlement** screen appears.
- **Initiate Tracers** to imitate the tracer. The **Tracers** screen appears.

## View Import Bill Under LC – View Bill Details

←

View Import Bill Under LC

GOODCARE PLC | \*\*\*044

Bill Number

BCR1221100000001

Active

Linked to LC

PK2ILSR221106504

Outstanding Amount

£1,000.00

Maturity Date

5/20/2022

View Bill Details

Discrepancies

Attached Documents

Shipping Guarantee

Linkages

Charges and Taxes

SWIFT Messages

Advice

Loans

Exporter & Importer Details

Exporter Name

MARKS AND SPENCER

Importer Name

GOODCARE PLC

Address

MARGUS25XXX

87 knights street

Address

12 King Street

lane no 4

London

Country

United Kingdom

Country

United Kingdom

Negotiating bank

Address

Customer Reference Number

NONE

Bank Reference Number

Product Details

Payment Type

USANCE

Product

BUYERS CREDIT BILL

Avalisation/Co-Acceptance Requested

No

Avalised/Co-Accepted

No

Base Date Description

-

Tenor

30

Maturity Date

5/20/2022

Base Date

4/20/2022

Bill Amount

£1,000.00

Bill Lodgement Sequence No

1

Goods and Shipment

Place of Taking in Charge/ Dispatch from

NEWYORK

Place of Final Destination/ For Transportation to

LONDON

Port of Loading/ Airport of Departure

-

Port of Discharge/ Airport of Destination

-

Goods	Description of Goods	Units	Price Per Unit
MACHINE1	<a href="#">View</a>	1000	£1.00
Total Amount			

Documents

Documents required-as per LC

Document Name	Original (First Mail)	Copies (First Mail)	Original (Second Mail)	Copies (Second Mail)	Clause
Air Way	1/2	2	0/0	0	<a href="#">Clause</a>
Insurance	0/0	2	0/0	0	<a href="#">Clause</a>
Invoice	1/2	0	0/0	0	<a href="#">Clause</a>
Sea Way	1/2	2	0/0	0	<a href="#">Clause</a>
OTHERDOC	0/0	0	0/0	0	<a href="#">Clause</a>

Incoterms

Cost and Freight (named destination port)

Instruction

Special Instructions

-

Discount

Operation Type

COLLECTION

This application is not eligible for discounting, please contact bank for further details.

Forex Deals

Currently, there are no forex deals attached with this contract

Settle

Back

ⓘ

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

## Field Description

Field Name	Description
<b>Bill Number</b>	Displays the bill number of the LC.
<b>Linked to LC</b>	Displays the reference number of the LC.
<b>Outstanding Amount</b>	The outstanding amount of the Import Bill.
<b>Maturity Date</b>	The maturity date of the Import Bill.
<b>Exporter &amp; Importer Details</b>	
<b>Exporter Name</b>	The name of the Exporter of the Import Bill. He is the one who uploads Bills.
<b>Address</b>	The address of the Exporter of the Import Bill.
<b>Country</b>	The country of the Exporter of the Import Bill.
<b>Application Date</b>	The date of application of the Import Bill.
<b>Customer Reference Number</b>	The user provided customer reference number for the transaction.
<b>Importer Name</b>	The name of person who is receiving Bills to be settled.
<b>Address</b>	The address of the Importer of the Import Bill.
<b>Country</b>	The country of the Importer of the Import Bill.
<b>Bank Reference Number</b>	The user provided bank reference number for the transaction.
<b>Negotiating Bank</b>	The name of the negotiating bank of the Import Bill.
<b>Address</b>	The address of the negotiating bank of the Import Bill.
<b>Country</b>	The country of the negotiating bank of the Import Bill.
<b>Product Details</b>	
<b>Payment Type</b>	The type of payment associated with the Bill. it can be: <ul style="list-style-type: none"><li>• Sight</li><li>• Usance</li></ul>

Field Name	Description
<b>Product</b>	The product of the Import Bill.
<b>Avalisation/Co-Acceptance Requested</b>	Indicates if the bill to be Avalised or not.
<b>Avalised/Co-Accepted</b>	Indicates if bill is Avalised/Co Accepted by Collecting Bank
<b>Base Date Description</b>	It is the description of the chosen base date.
<b>Maturity Date</b>	The date on which the Bill will gets matured.
<b>Bill Amount</b>	Displays the amount of the Import Bill. The system fetches the equivalent amount in local currency.
<b>Direct Dispatch</b>	Indicates whether the bills to be dispatched directly or not.
<b>Document Attached</b>	It asks user if any documents a part of Bill. It can be: <ul style="list-style-type: none"> <li>• Yes (Documentary)</li> <li>• No (Clean)</li> </ul>
<b>Tenor</b>	The tenor of the Bill.
<b>Base Date</b>	The date to be considered as base date for Bill application. It is number of days for the tenor from the base date.
<b>Bill Lodgement Sequence No</b>	Indicates the sequence in which bill was lodged.
<b>Bill Amount</b>	Displays the amount of the Import Bill.
<b>Outstanding Amount</b>	The outstanding amount of the Import Bill.
<b>Goods &amp; Shipment</b>	
<b>Place of Taking in Charge/ Dispatch From</b>	The Place of Receipt from where shipment will be done or place of dispatch of the goods or loading on board.
<b>Place of Final Destination/ For Transportation to</b>	The place of delivery of goods or port of discharge.
<b>Port of Loading/ Airport of Departure</b>	The port of loading or airport of departure to be indicated on the transport document.

Field Name	Description
<b>Port of Discharge/ Airport of Destination</b>	The port of discharge or airport of destination to be indicated on the transport document.
<b>Goods</b>	
	Section to view the goods for shipment.
<b>Goods</b>	The type of good being shipped has to be chosen.
<b>Description of Goods</b>	The description of goods. Click the <a href="#"><b>View</b></a> link to view the description of goods.
<b>Units</b>	The number of units of the goods
<b>Price Per Unit</b>	The price per unit of the goods.
<b>Documents</b>	
<b>Document Name</b>	Displays the lists of all the documents required to be represented.
<b>Original (First Mail)</b>	Displays the number “n” out of “m” original documents of the first mail that will be provided to bank.
<b>Copies (First Mail)</b>	Displays the number of copies of the first mail, that will be submitted as a set of documents for LC.
<b>Original (Second Mail)</b>	Displays the number “n” out of “m” original documents of the second mail that will be provided to bank.
<b>Copies (Second Mail)</b>	Displays the number of copies of the first mail, that will be submitted as a set of documents for LC.
<b>Clause</b>	Displays the default description of clauses, however user can modify the same.
<b>Incoterm</b>	Displays the INCO terms for the LC application..
<b>Instructions</b>	
<b>Special Instructions</b>	Any instructions provided to bank for creation of LC is mentioned here.
<b>Discount</b>	
<b>Operation Type</b>	Indicates the operation type required in the contract.



Field Name	Description
<b>Financing Amount</b>	The financing amount.
<b>Interest Rate</b>	The slider to increase or decrease interest rate. This field appears, if the operation type is "Discount".
<b>Interest Amount</b>	Displays the interest amount.
<b>Forex Deal</b>	
<b>Forex Reference Number</b>	The deal reference number of the forex deal.
<b>Expiry Date</b>	The expiry date of the forex deal.
<b>Exchange Rate</b>	The exchange rate for the forex deal.
<b>Sell Amount</b>	The selling amount of the deal.
<b>Buy Amount</b>	The buying amount of the deal.
<b>Linked Amount</b>	The amount to be linked in the forex deal.
<b>Total Selected Deals</b>	Displays the total selected deals.
<b>Total Linked Amount</b>	Displays the total Linked Amount.

11. Click **Discrepancies** tab

The **Discrepancies** details appears in the **View Import Bill** screen.

OR

Click **Settle** to initiate a settlement of Bill. For more details refer **Settlement of Bills**

OR

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

## 8.2 Discrepancies

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

## View Import Bill Under LC – Discrepancies tab

View Import Bill Under LC  
PHIL HAMPTON \*\*\*153

Bill Number	Linked to LC	Outstanding Amount	Maturity Date
PK2ISLP211256502 <b>ACTIVE</b>	PK2ILUN211254012	GBP 1,000.00	5/5/21

View Bill Details

**Discrepancies**

Received Date	Description	Status	Resolv Date
5/5/21	AIRCRAFT CARRIRER ORIGINAL DOCUMENT DETAILS NOT SUBMITTED	Unresolved	

Attached Documents

Shipping Guarantee

Linkages

Charges & Taxes

SWIFT Messages

Advice

Loans

Back

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## Field Description

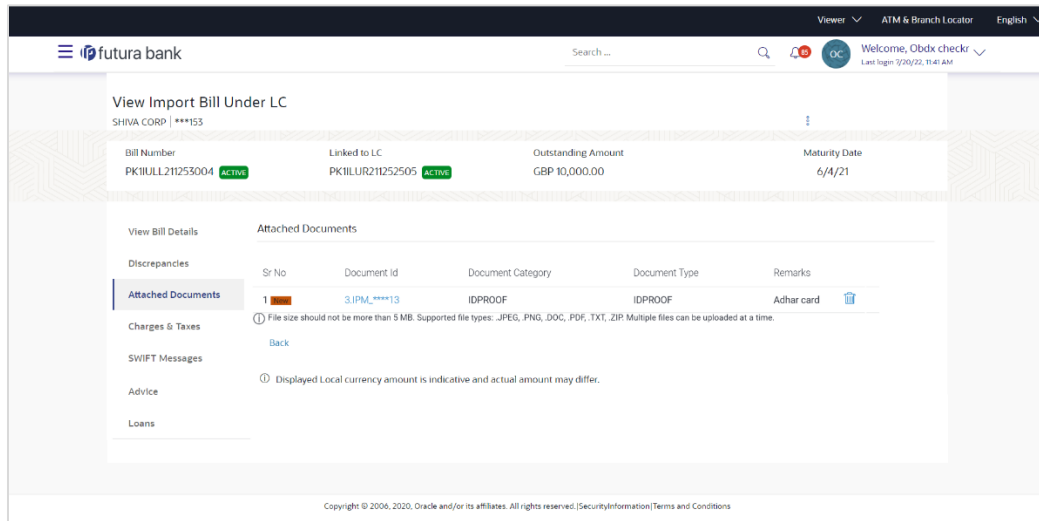
Field Name	Description
<b>Received Date</b>	Displays the date on which the discrepancy has been identified and received by the host.
<b>Description</b>	Displays the description of discrepancy like name.
<b>Status</b>	Displays the whether the discrepancy is resolved or not as on current date.
<b>Resolved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

- Click **Attached Documents** tab to view the attached documents.  
OR  
Click **Settle** to initiate a settlement of Bill. The **Bill Settlement** screen appears.  
OR  
Click **Back**.  
The **View Import Bill** screen appears.

## 8.3 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 bill.


### View Import Bill Under LC – Attached Documents



### Field Description

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

13. Click the required link in the **Document ID** column to download the attached document.  
OR

Click  to delete the attached document record.

14. Click **Shipping Guarantee** tab to view the details.  
OR  
Click **Settle** to initiate a settlement of Bill. The **Bill Settlement** screen appears.  
OR

Click **Back**.  
The **View Import Bill** screen appears.

## 8.4 Shipping Guarantee tab

This tab allows the user to view the linked Shipping Guarantee details. System displays the multiple records of the linked Shipping Guarantees as multiple Shipping Guarantees can be linked to the bill.

### View Import Bill Under LC – Shipping Guarantee tab

View Import Bill Under LC  
KBC LTD \*\*\*044

Bill Number	Linked to LC	Outstanding Amount	Maturity Date
PK2IULL211400001 <b>ACTIVE</b>	PK2ILUN211400005	GBP 10,000.00	6/19/21

Shipping Guarantee

Reference Number	Available Amount	Linked Amount
<a href="#">PK2SGLC21164A00Y</a>	GBP 500.00	GBP 500.00

**Settle** **Back**

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### Field Description

Field Name	Description
<b>Reference Number</b>	The shipping guarantee reference number. Click the <b><u>Reference Number</u></b> link to view the <b>View Shipping Guarantee</b> screen.
<b>Available Amount</b>	The available amount for shipping guarantee.
<b>Linked Amount</b>	The amount that is linked for the transaction.

- Click the **Reference Number** link to view the **View Shipping Guarantee** screen.  
OR  
Click **Back**.  
The **View Import LC** screen appears.

16. Click **Linkages** tab to view the linkage details.
- OR
- Click **Settle** to initiate a settlement of Bill. The **Bill Settlement** screen appears.
- OR
- Click **Back**.
- The **View Import Bill** screen appears.

## 8.5 Linkages tab

This tab allows the user to view the limit details, Cash Collateral applicable for the Import Bill and Deposit Linkages under the View Import Bill Under LC screen.

Total Linkage Amount comprises of the sum of Total Limit Amount, Total Collateral Amount and Total Amount in Local Currency. Multiple lines for Limit details to be supported as multiple lines can be used.

### View Import Bill Under LC – Linkages tab

**Futura Bank** | What would you like to do today?

View Import Bill Under LC  
MARKS AND SPENCER \*\*\*044

Bill Number	Linked to LC	Outstanding Amount	Maturity Date
PK2ISLA21125A4MW <b>ACTIVE</b>	PK2ILSN211259508	GBP 33,000.00	5/5/21

View Bill Details  
Discrepancies  
Attached Documents  
Shipping Guarantee  
**Linkages**  
Charges & Taxes  
SWIFT Messages  
Advice  
Loans

**Linkages**

Limit Linkages

Sr No	Linkage Reference No	Contribution Percentage	Contribution Amount for Limit
1	0010441	100	GBP 0.0

Cash Collateral Linkages

Currency	Description	Outstanding Collateral Amount
GBP	Default adjustment amount in collateral currency	GBP 0.00
Percent	Transferred Collateral Amount	Utilized Collateral Amount
20	GBP 2,000.00	GBP 2,000.00
Total Collateral Amount		GBP 2,000.00

**Settle**   **Back**

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### Field Description

Field Name	Description
<b>Limit Linkages</b>	

Field Name	Description
<b>Sr. No</b>	The serial number of the limit linkage record.
<b>Linkage Reference No</b>	The linkage reference number for the limit linkages.
<b>Contribution Percentage</b>	Percentage of the total limit percentage maintained under the LC.
<b>Contribution Amount for Limit</b>	The contribution amount reflects the utilization of LC limits under Bill as per the Percent value.
<b>Total Limit Amount</b>	The sum of all the contribution amount for the limit.
<b>Cash Collateral Linkages</b>	
<b>Currency</b>	The contract currency of cash collateral as maintained at back office.
<b>Description</b>	The description of collateral linkage.
<b>Percent</b>	Percentage value is the total cash collateral percentage maintained under the LC.
<b>Transferred Collateral Amount</b>	Displays the transferred collateral amount. Data for transferred collateral amount is fetched from API.
<b>Outstanding Collateral Amount</b>	Displays the outstanding collateral amount. Data for outstanding collateral amount is fetched from API.
<b>Utilized Collateral Amount</b>	Displays the collateral amount that is utilized. Value for Utilized Collateral Amount field to be calculated on the UI bases on the below calculation. $\text{Utilized Collateral Amount} = \text{Transferred Collateral Amount} - \text{Outstanding Collateral Amount}$
<b>Total</b>	The total collateral amount. It is the same value as the value in Utilized Collateral Amount field.
<b>Deposit Linkages</b>	
<b>Deposit Number</b>	The deposit account that has to be mapped to the transaction.
<b>Linked Amount</b>	The amount that is to be linked for the transaction, and partial linkages to be supported.

Field Name	Description
<b>Linked Amount in Transactional Currency</b>	The tentative equivalent amount in transactional currency.
<b>Maturity Date</b>	The maturity date of the deposit.
<b>Total Amount in Local Currency</b>	It is the sum of all the contribution amount for collateral.

17. Click **Charges, & Taxes** tab.  
The **Charges, & Taxes** tab appears in the **View Import Bill** screen.  
OR  
Click **Settle** to initiate a settlement of Bill. The **Bill Settlement** screen appears.  
OR  
Click **Back**.  
The **View Import Bill** screen appears.

## 8.6 Charges & Taxes

This tab lists charges, Commission and Taxes against bill.

## View Import Bill Under LC - Charges & Taxes

View Import Bill Under LC  
NATIONAL FREIGHT CORP \*\*\*044

Bill Number	Linked to LC	Outstanding Amount	Maturity Date
PK2IULL21125APUM <span>LIQUIDATED</span>	PK2ILUN21125BFP5	GBP 0.00	6/4/21

View Bill Details  
Discrepancies  
Attached Documents  
Shipping Guarantee  
Linkages  
**Charges & Taxes**  
SWIFT Messages  
Advice  
Loans

Charges & Taxes

Charges

Account No	Description of Charges	Amount
	BC COURIER CHARGES	GBP 100.00
	BC SWIFT CHARGES	GBP 150.00
	BILL OPENING CHARGES	GBP 300.00
	BC LIQUIDATION CHARGES	GBP 50.00
Total Charges		GBP 600.00

Taxes

Account No	Description of Taxes	Value Date	Amount	Equivalent Amount
xxxxxxxxxxxx0017	LQTAX	6/4/21	GBP 50.00	GBP 50.00
Total Taxes				

Back

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## Field Description

Field Name	Description
<b>Charges</b>	
<b>Account No.</b>	Debit account number of the applicant.
<b>Description of Charges</b>	Displays the description charges applicable.
<b>Amount</b>	Displays the amount of charges.
<b>Total Charges</b>	Displays the total charge amount.



Field Name	Description
<b>Taxes</b>	
<b>Account No.</b>	Debit account number of the applicant.
<b>Description of Taxes</b>	Displays the description of taxes applicable.
<b>Value Date</b>	Displays the value date of the taxes.
<b>Amount</b>	Displays the amount of taxes.
<b>Equivalent Amount</b>	Displays the equivalent tax amount.
<b>Total Taxes</b>	Displays the total charge amount.

---

**Note:** If there is a Relationship pricing maintained for the customer, the same would be reflected in the charges instead of the standard pricing.

---

18. Click **SWIFT Messages** tab.  
The **SWIFT Messages** tab appears in the **View Import Bill** screen.  
OR  
Click **Settle** to initiate a settlement of Bill. The **Bill Settlement** screen appears.  
OR  
Click **Back**.  
The **View Import Bill** screen appears.

## 8.7 SWIFT Messages

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

## View Import Bill Under LC – SWIFT Messages tab

### Field Description

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


19. 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.
20. Click the **Download** link against the SWIFT message to download the message in selected format like PDF formats, if required.
21. Click **Advices** tab. The summary of all the Advices being exchanged.  
OR  
Click **Settle** to initiate a settlement of Bill. The **Bill Settlement** screen appears.  
OR  
Click **Back**.  
The **View Import Bill** screen appears.

### 8.7.1 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.

**Note:** Only SWIFT messages in which ACK has been received by bank is being displayed.

### 8.8 Advices

This denotes all the Advices being exchanged.

## View Import Bill Under LC - Advices

View Import Bill Under LC  
NATIONAL FREIGHT CORP \*\*\*044

Bill Number	Linked to LC	Outstanding Amount	Maturity Date
PK2IULL21125APUM <b>LIQUIDATED</b>	PK2ILUN21125BFP5	GBP 0.00	6/4/21

Advice

Sr No.	Message ID	Date	Description	Event Description	Action
1	0352277647883306	5/5/21	Debit Advice	Initiation of a BC Contract	<a href="#">Download</a>
2	0352277647888286	5/5/21	Debit Advice	Initiation of a BC Contract	<a href="#">Download</a>
3	0352277647891302	5/5/21	Debit Advice	Initiation of a BC Contract	<a href="#">Download</a>
4	0352277647879146	5/5/21	Debit Advice	Initiation of a BC Contract	<a href="#">Download</a>
5	0352277647886337	5/5/21	Debit Advice	Initiation of a BC Contract	<a href="#">Download</a>

Back

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## Field Description

Field Name	Description
<b>Message ID</b>	Unique identification number for the message.
<b>Date</b>	Date of sending advice.
<b>Description</b>	The detail description of advice.
<b>Event Description</b>	Displays the description of the event.
<b>Action</b>	The action to be taken that is to download the SWIFT 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 the advice in selected format like PDF formats, if required.
24. Click **Loans** tab. The summary of all the linked loans account along with the amount appears.  
OR  
Click **Settle** to initiate a settlement of Bill. The **Bill Settlement** screen appears.  
OR  
Click **Back**.  
The **View Import Bill** screen appears.

### 8.8.1 Advice Details

View Advice

Event Description

Initiation of a BC Contract

DEBIT ADVICE/TAX INVOICE

-----

DATE: 03-JUL-23 PAGE : 1

BRANCH ID:

BRANCH NAME:

BANK TRN: 100282764800003

TRANS TIME:

Air Arabia


Air Arabia

gopinath.subramanian@oracle.com;CC:shahul.ha.hameed@oracle.com

Debit Advice

#### 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.

## 8.9 Loans

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

## View Import Bill - Loans

ATM & Branch LocatorEnglish

Search ...

Welcome, ritwick auth  
Last login 5/25/23, 12:54 PM

View Import Bill  
Aldar Properties | \*\*\*204

Bill Number  
032IULL223640005 LIQUIDATED

Linked to LC  
032ILSN223640053

Outstanding Amount  
AED 0

Maturity Date  
1/31/23

View Bill Details

Discrepancies

Attached Documents

Shipping Guarantee

Linkages

Charges & Taxes

SWIFT Messages

Advice

Loans

Loans

Loan Account No	Loan Amount
xxxxxxxxxxx0801	AED 11,000

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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.

25. Click **Settle** to initiate a settlement of Bill. The **Bill Settlement** screen appears.  
OR  
Click **Back**.  
The **View Import Bill** screen appears.

## FAQs

### 1. 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.

## 9. Bill Discrepancies Acceptance/Settlement

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

The user can simultaneously perform immediate liquidation of Import Sight Bill along with acceptance of discrepancies in a single transaction of Bill Discrepancy Acceptance process.

### Pre-Requisites

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

### How to reach here:

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

### To search discrepancies in Import Bills:

- Select the **Bill Discrepancy** option.
- Enter the filter criteria, if required

The **Bill Discrepancy Acceptance** screen appears with the search results.

### Bill Discrepancy Acceptance/Settlement - Search Results

Related Party

2 Record(s)

Download Manage Columns

Filter

Bill Reference Number	Product Name	Beneficiary Name	LC Reference Number	Bill Amount
PK2ISDP221103002	INCOMING SIGHT BILLS UNDER LC ON PAYMENT	MARKS AND SPENCER	PK2ILSN221107216	GBP 5,000.00
PK2IULL221104501	INCOMING DOCUMENTARY USANCE BILLS UNDER LC ON ACCEPTANCE	MARKS AND SPENCER	PK2ILUN221109026	GBP 100,000.00

Hey, I am here to help if you need it!

### Field Description

Field Name	Description
Filter	
All Importers	The filter criteria to search the record on the basis of Importer Name.

Field Name	Description
<b>Search Results</b>	This section displays the search results.
<b>Bill Reference Number</b>	The Import Bill reference number. Displays the link to view the Import Bill details.
<b>Product Name</b>	The product of the Import Bill.
<b>Beneficiary Name</b>	The name of the beneficiary of the Import Bill.
<b>LC Reference Number</b>	The LC which is linked to the Bill.
<b>Bill Amount</b>	The Import Bill amount.

3. Click on the desired **Bill Reference Number** to view the Import Bill details.  
The discrepancy details appear.
4. Click the **Download** to download the Acceptance record in selected format like PDF or CSV formats, if required.
5. Click on the **Manage Column** to setup a column preferences by rearranging or removing columns.

### Bill Discrepancy Acceptance - Discrepancy Details

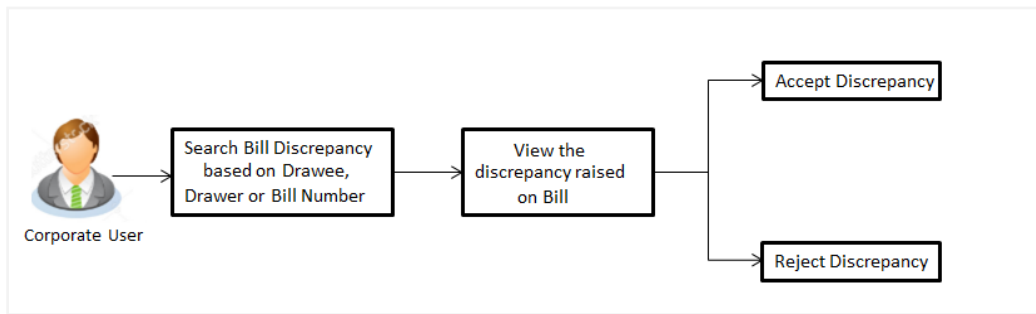
The screenshot displays the 'Bill Discrepancy Acceptance' page for 'GOODCARE PLC'. The header includes the bank logo, a search bar, and a 'View Bill Details' link. The main content area shows the bill details: Party Name (GOODCARE PLC), Import Bill Reference No. (PK2ISDP221103002), Product Name (INCOMING SIGHT BILLS UNDER LC ON PAYMENT), and Outstanding Amount (GBP 5,000.00). Below this, a sidebar lists navigation options: Discrepancy Details (selected), Settlement Details, Forex Deals, Charges & Taxes, and Attachments. The main table shows a single discrepancy entry with columns for Sr. No., Description, Received Date, Action, and Remarks. The entry has Sr. No. 1, Description 'BILL OF LADING NOT SUBMITTED AS PART OF DOCUMENTS', Received Date 4/20/2022, and Action 'Reject'. At the bottom, there are 'Next' and 'Back' buttons, a chatbot icon, and a microphone icon.

## 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 results.
3. Click the required link in the **Bill Reference Number** column.  
The **Bill Discrepancy Acceptance** screen appears with the discrepancy details.

## 9.2 Bill Discrepancy Acceptance - Discrepancy Details

### Bill Discrepancy Acceptance - Discrepancy Details

**GOODCARE PLC**

Party Name: GOODCARE PLC  
Maturity Date: 5/20/2022  
[Less Information](#)

Import Bill Reference No: PK2IULL221104501 **ACTIVE**  
Linked to LC: PK2ILUN221109026

Product Name: INCOMING DOCUMENTARY USANCE BILLS UNDER LC ON ACCEPTANCE  
Outstanding Amount: GBP 100,000.00

**Discrepancy Details**

Bill No. PK2IULL221104501 - Discrepancy Details

Sr No.	Description	Received Date	Action	Remarks
1	BILL OF LADING NOT SUBMITTED AS PART OF DOCUMENTS	4/20/2022	<input type="checkbox"/> Accept <input checked="" type="checkbox"/> Reject	Remarks are mandatory

[Accept All](#) [Reject All](#)

[Next](#) [Back](#)

Hey, I am here to help if you need it!

### Field Description

Field Name	Description
Party Name	The name of the applicant is displayed.
Import Bill Reference No.	The import bill reference number.

Field Name	Description
<b>Product Name</b>	The import bill product name under which the LC is created.
<b>Outstanding Amount</b>	Displays the outstanding amount of the import bill.
<b>Maturity Date</b>	The maturity date of the import Bill. This field appears if the user click on <a href="#">More Information</a> link.
<b>Linked to LC</b>	Displays the reference number of the LC. This field appears if the user click on <a href="#">More Information</a> link.
<b>Sr No.</b>	The serial number of the discrepancy records.
<b>Description</b>	The reason for raising the discrepancy.
<b>Received Date</b>	Displays date on which the discrepancy has been identified and received.
<b>Action</b>	The resolution status of the discrepancy. The options are: <ul style="list-style-type: none"> <li>• Accept</li> <li>• Reject</li> </ul>
<b>Remarks</b>	The remarks if any.

4. From the **Action** column, select the appropriate option.
  5. In the **Remarks** field, enter the remarks, if any.
  6. Click **Next** to go to the next tab. OR click the **Settlement Details** tab.  
The **Settlement Details** tab appears in the **Bill Discrepancy Acceptance** screen.
- OR
- Click **Accept All** to accept all discrepancies or click **Reject All** to reject the discrepancies.  
A pop screen appears, enter the remarks, if any and click **Submit**. The transaction accepted / rejected based on input.
- OR
- Click **Cancel** to cancel the transaction, The **Dashboard** appears.

### 9.3 Bill Discrepancy Acceptance – Settlement Details

In this section user can see and enrich the settlement details.

## Bill Discrepancy Acceptance – Settlement Details

**Bill Discrepancy Acceptance**  
GOODCARE PLC | \*\*\*D44

View Bill Details

**GOODCARE PLC**  
 Party Name  
 GOODCARE PLC  
[More Information](#)

Import Bill Reference No.  
 PK2IUULL221104501 ACTIVE

Product Name  
 INCOMING DOCUMENTARY USANCE BILLS  
 UNDER LC ON ACCEPTANCE

Outstanding Amount  
 GBP 100,000.00

☒ Discrepancy Details  
☒ **Settlement Details**  
☒ Forex Deals  
☒ Charges & Taxes  
☒ Attachments

### Settlement Details

Bill Reference Number  
PK2IUULL221104501

Bill Reference Number PK2IUULL221104501	Maturity Date 5/20/2022	Exporter Name MARKS AND SPENCER
Local Currency Value GBP 100,000.00	Outstanding Bill Amount GBP 100,000.00	Payment Type USANCE

The Local currency equivalent is based on current date exchange rate and the final value may vary.

☒ Pay with collateral  
[View Collateral Details](#)

☐ Settlement Account

Current Balance : GBP 997,382,239.96

☒ Apply for Loans

\*Note : 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.

**Settle Available Balance**  
 Settle Available Balance  
☐ No  
☒ Yes

**Loan Preference**

Loan Product  
 Advance by loan-TAD4

Loan Currency...  
 GBP

Tenor  
 12  
Min Tenor Max Tenor

Tenor Type  
 Month

Original Exchange Rate  
 1

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## Field Description

Field Name	Description
Party Name	The name of the applicant is displayed.
Import Bill Reference No.	The import bill reference number.
Product Name	The import bill product name under which the LC is created.

Field Name	Description
<b>Outstanding Amount</b>	Displays the outstanding amount of the import bill.
<b>Maturity Date</b>	The maturity date of the export Bill. This field appears if the user click on <a href="#">More Information</a> link.
<b>Linked to LC</b>	Displays the reference number of the LC. This field appears if the user click on <a href="#">More Information</a> link.
<b>Settlement Details</b>	
<b>Bill Reference Number</b>	The import bill reference number.
<b>Bill Reference Number</b>	The import bill reference number.
<b>Maturity Date</b>	The maturity date of the export Bill. This field appears if the user click on <a href="#">More Information</a> link.
<b>Exporter Name</b>	The name of Exporter party.
<b>Local Currency Value</b>	The Bill value in local currency.
<b>Outstanding Bill Amount</b>	The outstanding amount for the settlement of Bill.
<b>Payment Type</b>	The type of payment associated with the Bill. The options are: <ul style="list-style-type: none"> <li>• Sight</li> <li>• Usance</li> </ul>
<b>Pay with Collateral</b>	The option to select whether collaterals are to be used. This option is enabled, if Collateral is available in the underlying bill. Click the <a href="#">View Collateral Details</a> link to view the collateral details.
<b>Settlement Account</b>	The account number from the available settlement account and user can change it to any other settlement account linked to the customer.
<b>Apply for Loans</b>	The option to select whether loans are to be used for bill settlement.
This section will be enabled when the user has selected the <b>Apply for Loan</b> option.	

Field Name	Description
<b>Settle Available Balance</b>	<p>Option to select whether the user wishes to settle all funds available in the settlement account.</p> <p>The options are:</p> <ul style="list-style-type: none"> <li>• Yes</li> <li>• No</li> </ul> <p>This field appears if Immediate Liquidation is applicable and will be populated with the Outstanding Bill Amount in read only mode.</p> <p>The field is applicable only when the existing “Import Sight Bill” under the Immediate Liquidation product is marked as discrepant and the Operation is “Pay” in Bills Product Parameters.</p>
<b>Loan Preference</b>	
<b>Loan Product</b>	<p>This field displays the Loan Product defaulted from back-office.</p> <p>The user can change the value.</p>
<b>Loan Currency</b>	<p>This field displays either the Contract Currency or a Branch Local currency. The default should be Contract currency.</p>
<b>Tenor</b>	<p>The system fetches the default Loan Tenor from the back-office system.</p> <p>The user can change the value.</p>
<b>Tenor Type</b>	<p>This field displays the tenor type fetches from the back-office system.</p>
<b>Original Exchange Rate</b>	<p>This field displays the Original Exchange Rate fetches from the back-office system.</p>

7. In the **Pay with Collateral** option, if collaterals are to be used for bill settlement.
8. Click the **View Collateral Details** link to view the collateral details. The **Collateral Details** overlay screen appears.
9. Select the **Settlement Account** option, if settlement account are to be used for bill settlement
  - a. From the **Settlement Account** list, select the appropriate option.
10. Select the **Apply for Loans** option, if loans are to be used for bill settlement.
  - a. In the **Settle Available Balance**, select the appropriate option.
  - b. From the Loan Product field, change the product if required.
11. In the **Tenor** field, modify the value for tenor, if required.
12. Click **Next** to save the details entered and proceeds to next level of details.  
 OR  
 Click **Cancel** to cancel the transaction, The Dashboard appears.  
 OR  
 Click **Back** to go back to previous screen.

## 9.4 Bill Discrepancy Acceptance – Forex Deals

This tab allows the user to link forex deals.

### Bill Discrepancy Acceptance – Forex Deals

GOODCARE PLC

Party Name  
GOODCARE PLC

Import Bill Reference No.  
PK2IUULL221104501 **ACTIVE**

Product Name  
INCOMING DOCUMENTARY USANCE BILLS  
UNDER LC ON ACCEPTANCE

Outstanding Amount  
GBP 100,000.00

More Information

- Discrepancy Details
- Settlement Details
- Forex Deals**
- Charges & Taxes
- Attachments

#### Forex Deals

Deal Reference Number      Exchange Rate

Link Forex Deals

Search: Forex Reference Number

Total Bill Amount USD 970.00

Forex Reference Number	Expiry Date	Exchange Rate	Sell Amount	Buy Amount	Linked Amount	Avz For Cor
No data to display.						


Total Selected Deals: 0      Total Linked Amount: USD 0.00

Next   Cancel   Back   Help   Chat

### Field Description

Field Name	Description
<b>Total Bill Amount</b>	Displays the total bill amount.
<b>Forex Reference Number</b>	The deal reference number of the bill.
<b>Expiry Date</b>	The expiry date of the forex deal.
<b>Exchange Rate</b>	The exchange rate of the forex deal.
<b>Sell Amount</b>	The selling amount of the forex deal.
<b>Buy Amount</b>	The buying amount of the forex deal.
<b>Linked Amount</b>	The amount to be linked in the forex deal.

Field Name	Description
<b>Available Forex Contract Number</b>	Displays the available forex contract number.
<b>Total Selected Deals</b>	Displays the total selected deals.
<b>Total Linked Amount</b>	Displays the total Linked Amount linked in the forex deal.

13. Enter the **Forex Reference Number** in the search field and click . The searched **Deal Reference Number** record details appear.  
OR  
Click the check box to select the required searched **Deal Reference Number** record.
14. In the **Linked Amount** field, enter the linked amount.
15. Click **Next** to save the details entered and proceeds to next level of details.  
OR  
Click **Cancel** to cancel the transaction, The Dashboard appears.  
OR  
Click **Back** to go back to previous screen.

## 9.5 Bill Discrepancy Acceptance - Charges

This tab lists charges and Taxes against bills.

16. Click **Charges** tab. The **charges and taxes** in the **Modify Bills** screen.  
OR  
Click **Back**. The **Modify Bills** screen appears.

## Bill Discrepancy Acceptance - Charges

↑ Bill Discrepancy Acceptance  
GOODCARE PLC | \*\*\*044

View Bill Details

GOODCARE PLC

Party Name  
GOODCARE PLC

Import Bill Reference No.  
PK2IUULL221104501 ACTIVE

Product Name  
INCOMING DOCUMENTARY USANCE BILLS  
UNDER LC ON ACCEPTANCE

Outstanding Amount  
GBP 100,000.00

[More Information](#)

☒ Discrepancy Details

☒ Settlement Details

☒ Forex Deals

☒ **Charges & Taxes**

☒ Attachments

**Charges and Taxes**

Charges

Account No	Description of Charges	Amount
xxxxxxxxxxxx1039	BILL AMEND CHARGES	GBP 10.00
Total Charges		GBP 10.00

Taxes

Account No	Description of Taxes	Amount
No data to display.		

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

Next

Back

Help

1

### Field Description

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

#### Charges

<b>Account Number</b>	Debit account number of the applicant.
-----------------------	--

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

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

<b>Total Charges</b>	Displays the total charge amount.
----------------------	-----------------------------------

#### Taxes

<b>Account Number</b>	Debit account number of the applicant.
-----------------------	--

<b>Description of Taxes</b>	Displays the description taxes applicable.
-----------------------------	--

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

<b>Total Taxes</b>	Displays the total tax amount.
--------------------	--------------------------------



17. From the **Account No.** list, select the applicant account.
18. Click **Next** to save the details entered and proceeds to next level of details.  
OR  
Click **Cancel** to cancel the transaction, The Dashboard appears.  
OR  
Click **Back** to go back to previous screen.

**Note:** If there is a Relationship pricing maintained for the customer, the same would be reflected in the charges instead of the standard pricing.

## 9.6 Bill Discrepancy Acceptance - Attachments tab

Displays the list of documents attached under the Import bills application. User can add multiple documents though it should be under the specified limits and supported formats.

### Bill Discrepancy Acceptance - Attachments tab

**Bill Discrepancy Acceptance**  
GOODCARE PLC | \*\*\*D44

GOODCARE PLC

Party Name GOODCARE PLC	Import Bill Reference No. PK2ISDP221103002 <b>ACTIVE</b>	Product Name INCOMING SIGHT BILLS UNDER LC ON PAYMENT	Outstanding Amount GBP 5,000.00
----------------------------	---	--	------------------------------------

[More Information](#)

- ☒ Discrepancy Details
- ☒ Settlement Details
- ☒ Forex Deals
- ☒ Charges & Taxes
- ☒ **Attachments**

#### Attachments

**Drag and Drop**  
Select or drop files here.

File size should not be more than 5 MB. Supported files: .JPEG, .PNG, .DOC, .PDF, .TXT. Multiple files can be uploaded at a time. The characters that are available to be used for Document name (alphanumeric, dot, underscore and space) Please click on Upload to attach the documents.

Document Category GUARANTEE	Document Type Aadhar Card	Remarks
--------------------------------	------------------------------	---------

LetterofCredit.txt


Special Instructions


☒ I accept the [Terms & Conditions](#)

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### Field Description

Field Name	Description
<b>Drag and Drop</b>	Click to browse and select the file to be uploaded or drag and drop the file to be uploaded.

Field Name	Description
<b>Document Attached</b>	Displays the attached documents. Displays the link to download the attached document.
<b>Document Category</b>	Displays the category of the document uploaded.
<b>Document Type</b>	Displays the type of the document uploaded.
<b>Add Remarks</b>	Displays the notes added, if any, for attaching the document.
	Click the icon to remove the attached document-
<b>Special Instructions</b>	Any instructions provided to bank for bills is mentioned here.

19. Click **Drag and Drop** to browse and select the required document present on your computer. The **Attach Document** popup window appears.
20. Select the required document present on your computer to upload.
21. Click **Upload** to upload document. The Attach Documents tab appears along with list of attached documents.  
OR  
Click  to remove the attached document.
22. OR  
Click **Delete All** to delete all the attachments.
23. Select the **Kindly Go through all the Standard Instructions**, check box.
24. Click the **Standard Instructions** link to view the customer instructions maintained by bank from back office.
25. Select the I accept **Terms and Conditions** check box to accept the Terms and Conditions.
26. Click **Submit**. The **Bill Discrepancy Acceptance** 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.
27. The success message initiation of Bill Discrepancy Acceptance appears. Click **Go to Dashboard**, to navigate to the dashboard.

## 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.

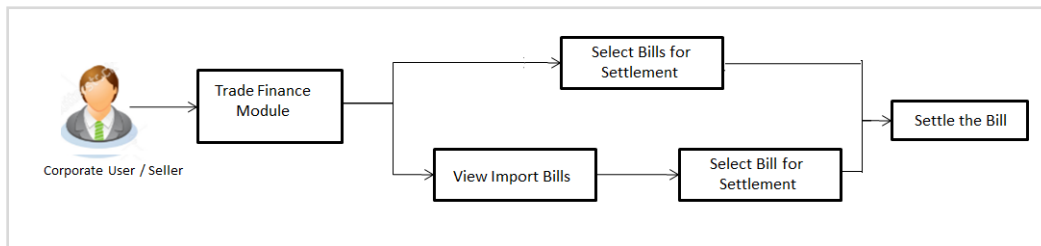
The user can settle either multiple bills from his account, with or without a forex deal, or apply for a loan to settle the bills. The user can link the FX deals.

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*

### 10.1 Single Bill Detailed Settlement Instruction

This facility allow the corporate users, to settle single Import Bills so that transaction can be initiated directly from channel as per the laws.

#### To settle a single Bill:

1. Navigate to **Settlement of Bills** transaction.

## Single Bill Detailed Settlement Instruction

Futura Bank

What would you like to do today?

OC

↑ Bill Settlement  
GOODCARE PLC | \*\*\*044

Mode of Settlement

Single Bill  
Detailed settlement instruction

Multiple Bill  
Settle multiple bills quickly

✓ Settlement Details

✓ Forex Deals

✓ Charges and Taxes

✓ Attachments

Settlement Details

Bill Reference Number  
PK2IUL1221106547 Reset

Bill Reference Number  
PK2IUL1221106547

Maturity Date  
5/20/2022

Exporter Name  
WELLS FARGO LA

Local Currency Value  
GBP 10.00

Outstanding Bill Amount  
GBP 10.00

Payment Type  
USANCE

The Local currency equivalent is based on current date exchange rate and the final value may vary.

Amount to settle  
GBP 10.00

☒ Settlement Account

xxxxxxxxxxxx0017

Current Balance : GBP 1,000,000.00 1,119,322,200.00

☒ Apply for Loans

\*Note : 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.

Settle Available Balance  
Settle Available Balance

☐ No

☒ Yes

Loan Preference

GBP

Loan Product  
Advance by loan-TAD4

Loan Currency...  
GBP

Tenor  
12

Min Tenor Max Tenor

Tenor Type  
Month

Original Exchange Rate  
1

Next

Cancel

Back

Hey, I am here to help if you need it!

## Field Description

Field Name	Description
Party ID	The party ID of applying party.
Lookup Bill Reference	The option to select bill reference number, which is attached to the Bill.

Below fields appear after selecting the LC Reference Number from the **Lookup LC Reference**.

Field Name	Description
<b>Bill Reference Number</b>	The import bill reference number, which is attached to the Bill.
<b>Maturity Date</b>	The maturity date of the export Bill.
<b>Exporter Name</b>	The name of Exporter party.
<b>Local Currency Value</b>	The Bill value in local currency.
<b>Outstanding Bill Amount</b>	The outstanding amount for the settlement of Bill.
<b>Payment Type</b>	<p>The type of payment associated with the Bill.</p> <p>The options are:</p> <ul style="list-style-type: none"> <li>• Sight</li> <li>• Usance</li> </ul>
<b>Amount to Settle</b>	The bill settlement amount.
<b>Select Mode</b>	<p>Option to select a CASA account or Loan account.</p> <ul style="list-style-type: none"> <li>• CASA Account: The user can select the CASA account, if he wishes to use for settlement of bill.</li> </ul> <hr/> <p><b>Note:</b> The balance in CASA account should be equal or more than the equivalent amount of bill in bill's currency, which is being settled, in case of single bill being liquidated.</p> <hr/> <ul style="list-style-type: none"> <li>• Loan Account: The user can select this option to apply for a loan directly from the page. Bank would be informed that the corporate user is looking for a loan.</li> <li>• Custom Account: The user can select this option to apply for custom loan.</li> </ul>
<b>Action</b>	<p>The action to view the collateral details (in case the user selects 'Collateral' option), select the CASA account which user wishes to use for settlement (in case user selects 'Current and Savings' option), view the linked loan details settlement (in case user selects Loan' option).</p> <p>The available balance in the casa account is also displayed so that he can take an informed decision.</p>
<b>Deal Reference Number</b>	The deal reference number of the forex deal.
<b>Special Instructions</b>	The special instructions that is to be passed to the bank.

Field Name	Description
<b>Settle Available Balance</b>	<p>Option to select whether the user wishes to settle all funds available in the settlement account.</p> <p>The options are:</p> <ul style="list-style-type: none"> <li>• Yes</li> <li>• No</li> </ul> <p>This field appears if Immediate Liquidation is applicable and will be populated with the Outstanding Bill Amount in read only mode.</p> <p>The field is applicable only when the existing “Import Sight Bill” under the Immediate Liquidation product is marked as discrepant and the Operation is “Pay” in Bills Product Parameters.</p>
<b>Loan Preference</b>	
<b>Loan Product</b>	<p>This field displays the Loan Product defaulted from back-office.</p> <p>The user can change the value.</p>
<b>Loan Currency</b>	<p>This field displays either the Contract Currency or a Branch Local currency. The default should be Contract currency.</p>
<b>Tenor</b>	<p>The system fetches the default Loan Tenor from the back-office system.</p> <p>The user can change the value.</p>
<b>Tenor Type</b>	<p>This field displays the tenor type fetches from the back-office system.</p>
<b>Original Exchange Rate</b>	<p>This field displays the Original Exchange Rate fetches from the back-office system.</p>

2. Select the **Single Bill Detailed settlement instruction** tab.
3. From the **Lookup Bill Reference No** list, select the appropriate export bill reference number.  
OR  
Click the **Advanced Lookup** link. The Advanced Lookup overlay screen appears.

## Advanced Lookup

Bill Reference Number

Importer Name

All Parties

Exporter Name

PHIL HAMPTON

Linked LC Number

Bill Amount Range

All

From

To

Bill Date Range

From

To

Apply

Cancel

Clear

Bill Reference Number	Exporter Name	Importer Name	Release Against	Transaction Date	Bill Amount	Equivalent Bill Amount	Status
PK2IBLL21250512	PHIL HAMPTON	NATIONAL FREIGHT CORP	INCOMING USANCE BILLS UNDER LC ACCEPTANCE	05 May 2021	GBP1,000.00	GBP1,000.00	ACTIVE
PK2IBLL21250510	PHIL HAMPTON	NATIONAL FREIGHT CORP	INCOMING USANCE BILLS UNDER LC ACCEPTANCE	05 May 2021	GBP1,000.00	GBP1,000.00	ACTIVE
PK2IBLL21250505	PHIL HAMPTON	NATIONAL FREIGHT CORP	INCOMING USANCE BILLS UNDER LC ACCEPTANCE	05 May 2021	GBP1,000.00	GBP0.00	ACTIVE
PK2IBLL21250508	PHIL HAMPTON	NATIONAL FREIGHT CORP	INCOMING USANCE BILLS UNDER LC ACCEPTANCE	05 May 2021	GBP1,000.00	GBP1,000.00	ACTIVE
PK2IBLL21250509	PHIL HAMPTON	NATIONAL FREIGHT CORP	INCOMING USANCE BILLS UNDER LC ACCEPTANCE	05 May 2021	GBP1,000.00	GBP1,000.00	ACTIVE
PK2IBLL21250504	PHIL HAMPTON	NATIONAL FREIGHT CORP	INCOMING USANCE BILLS UNDER LC ACCEPTANCE	05 May 2021	GBP1,000.00	GBP1,000.00	ACTIVE

Page

1

of 1

(1-6 of 6 items)

<

1

>

## Field Description

Field Name	Description
<b>Bill Reference Number</b>	The bill reference number, which is attached to the Bill.
<b>Importer Name</b>	The name of Importer party.
<b>Exporter Name</b>	The name of Exporter party.
<b>Linked LC Number</b>	The LC number to whom the Bill is linked.
<b>Bill Amount Range</b>	The Bill amount range.
<b>Currency</b>	The currency of the bill.
<b>Bill Date Range</b>	The bill start date and end date.
<b>List of Bills</b>	
<b>Bill Reference Number</b>	The bill reference number.
<b>Exporter Name</b>	The name of Exporter party.

Field Name	Description
<b>Importer Name</b>	The name of Importer party.
<b>Release Against</b>	The type of LC against which the bill is released.
<b>Transaction Date</b>	The date of the transaction.
<b>Bill Amount</b>	The Bill amount.
<b>Equivalent Bill Amount</b>	The equivalent Bill amount.
<b>Status</b>	The status of the bill.

4. Enter the filter criteria to search the bill.
5. 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.
6. Click on the desired **Bill Reference Number** link.
7. Click **Verify**. The parent Import LC details appear.  
OR  
Click **Reset** to clear the search.
8. In the **Amount to Settle** field, enter the bill settlement amount.
9. In the **Select Mode** field, select the option for mode of settlement.
  - a. Select the **CASA Account** option, if he wishes to use it for settlement of bill.
  - b. From the **Account** list, select the account from which the transfer needs to be made for settlement of Bill.
  - c. Select this **Apply for Loans** option to apply for a loan directly from the page.
  - d. In the **Settle Available Balance**, select the appropriate option.
  - e. From the **Loan Product** field, change the product if required.
10. In the **Tenor** field, modify the value for tenor, if required.
11. Click **Next** to save the details entered and proceeds to next level of details.  
OR  
Click **Cancel** to cancel the transaction, The Dashboard appears.  
OR  
Click **Back** to go back to previous screen.
12. Click the **Look Up Pre Booked Forex Deals** link. The **Link Forex Deals** overlay screen appears.
13. Search and select the Link Forex detail.



## Link Forex Deals

The screenshot shows the 'Link Forex Deals' window in the Futura Bank system. On the left, there's a sidebar with 'Bill Settlement' for 'GOODCARE PLC | \*\*\*044'. The main area displays a table of forex deals. The first deal, PK2FXFI200764508, is selected. The table has columns for Deal Reference Number, Expiry Date, Exchange Rate, Sell Amount, Buy Amount, and Linked Amount. The total collection amount is USD120.00. The interface also includes a search bar and a 'Submit' button.

Deal Reference Number	Expiry Date	Exchange Rate	Sell Amount	Buy Amount	Linked Amount
<input checked="" type="checkbox"/> PK2FXFI200764508	16 Jul 2021	1.33	USD2,660.00	GBP2,000.00	USD120.00
<input type="checkbox"/> PK2FXFI200767507	16 Jul 2021	1.33	USD2,660.00	GBP2,000.00	
<input type="checkbox"/> PK2FXFI200766008	16 Jul 2021	1.33	USD101,080.00	GBP76,000.00	
<input type="checkbox"/> PK2FXFI200764003	26 Nov 2021	1.33	USD2,660.00	GBP2,000.00	
<input type="checkbox"/> PK2FXFI200764004	26 Nov 2021	1.33	USD42,560.00	GBP32,000.00	
<input type="checkbox"/> PK2FXFI200765505	26 Nov 2021	1.33	USD2,660.00	GBP2,000.00	

Total Collection Amount: USD120.00

Page 1 of 1 (1-6 of 6 items)

Total Selected Deals: 1

Total Linked Amount: USD120.00

## Field Description

Field Name	Description
<b>Total Bill Amount</b>	Displays the total bill amount.
<b>Deal Reference Number</b>	The deal reference number of the forex deal.
<b>Expiry Date</b>	The expiry date of the forex deal.
<b>Exchange Rate</b>	The exchange rate for the forex deal.
<b>Sell Amount</b>	The selling amount of the deal.
<b>Buy Amount</b>	The buying amount of the deal.
<b>Linked Amount</b>	The amount to be linked in the forex deal.
<b>Total Selected Deals</b>	Displays the total selected deals.
<b>Total Linked Amount</b>	Displays the total Linked Amount.

- Enter the **Deal Reference Number** in the search field and click . The searched **Deal Reference Number** record details appear.  
OR  
Click the check box to select the required searched **Deal Reference Number** record.

- ### 10.1.1 Forex Deals

Bill settlement using deal is available to maker and approver users in maker activity log and pending approval details section to re-initiate and approve the transactions respectively.

## Forex Deals


10-8

## Field Description

Field Name	Description
<b>Deal reference Number</b>	The deal reference number of the forex deal to be entered, when pre-booked deal is not available or the user do not want to use an existing deal.
<b>Exchange Rate</b>	The exchange rate for the forex deal.
<b>Total Bill Amount</b>	Displays the total bill amount.
<b>Forex Reference Number</b>	The deal reference number of the forex deal.
<b>Expiry Date</b>	The expiry date of the forex deal.
<b>Exchange Rate</b>	The exchange rate for the forex deal.
<b>Sell Amount</b>	The selling amount of the deal.
<b>Buy Amount</b>	The buying amount of the deal.
<b>Linked Amount</b>	The amount to be linked in the forex deal.
<b>Available Forex Contract Number</b>	Displays the available forex contract number.
<b>Total Selected Deals</b>	Displays the total selected deals.
<b>Total Linked Amount</b>	Displays the total Linked Amount.

15. In the **Deal Reference Number** field, enter the deal reference number.

16. In the **Exchange Rate** field, enter the exchange rate.

17. Enter the **Forex Reference Number** in the search field and click . The searched **Deal Reference Number** record details appear.

OR

Click the check box to select the required searched **Deal Reference Number record**.

18. In the **Linked Amount** field, enter the linked amount.

19. 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.

## 10.1.2 Charges and Taxes tab

This tab captures the charges and taxes for the single bill settlement Instruction application process.

### Charges and Taxes tab

The screenshot shows the 'Bill Settlement' page for 'GOODCARE PLC | \*\*\*Q44'. It includes a search bar, user information, and a sidebar with navigation options: Settlement Details, Charges and taxes (selected), and Attachments. The main content area is divided into 'Charges' and 'Taxes' sections. The 'Charges' section displays a table with columns for Account No, Description of Charges, and Amount. It shows a single entry for 'BC LIQUIDATION CHARGES' with an amount of GBP80.00. The 'Taxes' section displays a similar table with columns for Account No, Description of Taxes, and Amount, showing a single entry for 'LQTAX' with an amount of GBP250.00. A total amount of GBP250.00 is displayed at the bottom of the Taxes section. A note at the bottom states: 'Note : Charges, Taxes and Commissions mentioned here are indicative values and are subject to change at the time of transaction.' Navigation buttons 'Next', 'Cancel', and 'Back' are at the bottom.

Account No	Description of Charges	Amount
xxxxxxxxxxxx0077	BC LIQUIDATION CHARGES	GBP80.00

Account No	Description of Taxes	Amount
xxxxxxxxxxxx1039	LQTAX	GBP250.00

GBP250.00

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

Next Cancel Back

### Field Description

Field Name	Description
<strong>Charges</strong>	
<strong>Account No</strong>	The account which will be charged for the specific charge.
<strong>Description of Charges</strong>	The description of the charges.
<strong>Amount</strong>	The amount that is maintained under the charge.
<strong>Total Amount</strong>	Displays the total charge that will be levied in the transaction.
<strong>Taxes</strong>	
<strong>Account No.</strong>	The account to be earmarked for taking the Taxes.

Field Name	Description
<b>Description of Taxes</b>	Displays the description charges applicable.
<b>Amount</b>	Displays the amount of taxes.
<b>Total Amount</b>	Displays the total tax amount.
<b>Commissions</b>	
<b>Account No.</b>	The account from which the commission will be taken.
<b>Commissions for</b>	The commission component.
<b>Percentage</b>	The percentage of commission.
<b>Amount</b>	The commission amount.
<b>Total Amount</b>	Displays the total commission amount.

20. In the **Charges, Taxes**, and **Commissions** section, select the appropriate account, from the **Account No.** list

21. Click **Next** to save the entered details and proceed to the next level.

OR

Click the **Attachments** tab.

OR

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

OR

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

---

**Note:** If there is a Relationship pricing maintained for the customer, the same would be reflected in the charges instead of the standard pricing.

---


### 10.1.3 Attachments tab

The user can attach documents to the application in this tab.

**To Attach Documents:**


## Attachments tab

## Field Description

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

22. Click **Drag and Drop** to browse and select the required document present on your computer.  
The **Attach Document** popup window appears.
23. Select the required document present on your computer to upload.
24. Click **Upload** to upload document. The Attach Documents tab appears along with list of attached documents.

OR

Click  to remove the attached document.

OR

Click **Delete All** to delete all the attachments.

25. Select the **I accept the Terms and Conditions** check box to accept the Terms and Conditions.

26. Click **Preview** to have a preview of draft.

27. Click **Submit**.

OR

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

OR

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

28. 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.

29. The success message bill settlement appears. Click **OK** to complete the transaction.

## **10.2 Multiple Bill Detailed Settlement Instruction**

This facility allow the corporate users, to settle multiple Bills so that transaction can be initiated directly from channel.

### **To settle multiple Bills:**

1. Navigate to **Settlement of Bills** transaction.
2. Select the **Multiple Bill Settlement multiple bills quickly** tab.

Search

Viewer

ATM & Branch Locator

Welcome, OBDX maker

Last login: 24 Feb 05:34 PM

Bill Settlement

GOODCARE PLC | \*\*\*044

Select the mode of settlement for your Bills.

Single Bill

Multiple Bill

Bill Settlement

Select the mode of settlement for your Bills.

Current and Savings Account

Loan

Custom

Select All Bills

Filter Applied

Required

Bill Reference Number	Exporter Name	Payment Type	Linked LC Number	Maturity Date	Bill Amount	Outstanding Bill Amount	Outstanding Bill Amount in Local Currency	Available For Loan
<input checked="" type="checkbox"/> PK3TRNF21253004	FXNETX	USANCE	PKTELAC21256002	04 Jun 2021	GBP4,000.00	GBP4,000.00	GBP4,000.00	No
<input checked="" type="checkbox"/> PK3IULL21253005	SHIVA CORP	USANCE	PKTILUR21252506	04 Jun 2021	GBP10,000.00	GBP10,000.00	GBP10,000.00	No
<input type="checkbox"/> PK3IULL2125A339	SHIVA CORP	USANCE	PKTILUN2125A8VH	04 Jun 2021	GBP1,000.00	GBP1,000.00	GBP1,000.00	No
<input type="checkbox"/> PK3IULL21253006	SHIVA CORP	USANCE	PKTILUR21252507	04 Jun 2021	GBP10,000.00	GBP10,000.00	GBP10,000.00	No
<input type="checkbox"/> PK3IULL21253004	SHIVA CORP	USANCE	PKTILUR21252505	04 Jun 2021	GBP10,000.00	GBP10,000.00	GBP10,000.00	No
<input type="checkbox"/> PK3BLD2125502	SHIVA CORP	USANCE	PKTILUN2125AWEF	04 Jun 2021	USD10,000.00	USD10,000.00	GBP7,812.50	No

Page 1 of 19

(1-6 of 114 items)

1

2

3

4

5

19

Total Selected Bills

2

Total Settlement Amount in Local Currency

GBP14,000.00

Select Account

xxxxxxxxxxxx0017

Balance : GBP9999960.043,001.66

Special Instructions

Submit

Cancel

Back

\*Note : The Local currency equivalent is based on current date exchange rate and the final value may vary

- ORACLE®



## Settlement of Bills

Viewer ATM/Branch English

futura bank Search

Welcome, obdx checker  
Last login 17 Nov 03:30 PM

### Settlement of Bills

GOODCARE PLC | \*\*\*044

#### Bill Settlement

Select the mode of settlement for your Bills.

Current and Savings Account

Loan

Custom

☐ Select All Bills

Filter Applied

Bill Reference Number	Exporter Name	Payment Type	Linked LC Number	Maturity Date	Bill Amount	Outstanding Bill Amount	Outstanding Bill Amount in Local Currency	Available For Loan
<input type="checkbox"/> PK1TRNF211251002	HSBC BANK	USANCE	PK1ELAC211255007	04 Jun 2021	GBP1,000.00	GBP0.00	GBP0.00	No
<input type="checkbox"/> PK2ISLP211256502	PHIL HAMPTON	SIGHT	PK2ILUN211254012	05 May 2021	GBP1,000.00	GBP1,000.00	GBP1,000.00	No
<input type="checkbox"/> PK1IULL211252001	SHIVA CORP	USANCE	PK1ILUR211251501	04 Jun 2021	GBP10,000.00	GBP10,000.00	GBP10,000.00	No
<input type="checkbox"/> PK1IULL211251501	SHIVA CORP	USANCE	PK1ILUR211251001	04 Jun 2021	GBP10,000.00	GBP10,000.00	GBP10,000.00	No
<input type="checkbox"/> PK1TRNF211250001	FIXNETIX	USANCE	PK1ELAC211255005	04 Jun 2021	GBP4,000.00	GBP0.00	GBP0.00	No
<input type="checkbox"/> PK1IULL21125A339	SHIVA CORP	USANCE	PK1ILUN21125A8VH	04 Jun 2021	GBP1,000.00	GBP1,000.00	GBP1,000.00	No

Page 1 of 15 (1-6 of 85 items) 1 2 3 4 5 15

Total Selected Bills  
0

Total Settlement Amount in Local Currency  
GBP0.00

Select Account  
xxxxxxxxxxxx0017

Balance : GBP999972,5379734

Special Instructions

Submit

Cancel

Back

\*Note : The Local currency equivalent is based on current date exchange rate and the final value may vary

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## Field Description

Field Name	Description
<b>CASA Account / Loan Account</b>	<p>Option to select a CASA account or Loan account.</p> <ul style="list-style-type: none"><li>Current and Savings Account: The user can select the Current and Savings Account that he wishes to use for settlement of bill.</li></ul> <hr/> <p>Note: The balance in Current and Savings Account should be equal or more than the equivalent amount of bill in bill's currency, which is being settled, in case of single bill being liquidated.</p> <hr/> <ul style="list-style-type: none"><li>Loan Account: The user can select this option to apply for a loan directly from the page. Bank would be informed that the corporate user is looking for a loan.</li><li>Custom Account: The user can select this option to apply for custom loan.</li></ul>
<b>Select All Bills</b>	The option to select multiple bills to apply for the settlement.
<b>Check Box (Account Selection)</b>	The option against each bill, to select a Current and Savings Account which he wishes to use. The available balance in the casa account is also displayed so that he can take an informed decision.
<b>Bill Reference Number</b>	<p>The Bill reference number.</p> <p>Displays the link to view the Import Bill details.</p>
<b>Exporter Name</b>	The beneficiary name against whom Bill is to be created.
<b>Payment Type</b>	<p>The type of payment associated with the Bill.</p> <p>It can be:</p> <ul style="list-style-type: none"><li>Sight</li><li>Usance</li></ul>
<b>Linked LC Number</b>	The LC number to whom the Bill is linked.
<b>Maturity Date</b>	The date on which the Bill will gets matured.
<b>Bill Amount</b>	Displays the amount of the Import Bill.
<b>Outstanding Bill Amount</b>	The outstanding amount for the settlement of Bill.
<b>Outstanding Bill Amount in Local Currency</b>	The outstanding amount for the settlement of Bill in local currency.

Field Name	Description
<b>Available for Loan</b>	Displays whether the bill is available for loan or not.
<b>Total Selected Bill</b>	Displays the total selected bill.
<b>Total Settlement Amount in Local Currency</b>	Displays the total settlement amount in local currency.
<b>Special Instructions</b>	The special instructions that is to be provided against the shipment.

### Input Payment Details

<b>Select Account</b>	Source account from which the funds are to be transferred for settlement of Bill.
<b>Balance</b>	Net balance in the selected source account.


4. Select the **Current and Savings 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.
5. From the **Select Account** list, select the account from which the transfer needs to be made for settlement of Bill.
6. Select the **Custom Account** and click the **Link Forex Deal** link.  
The **Link Forex Deal overlay screen appears.**

The screenshot displays the Futura Bank Bill Settlement interface. On the left, the 'Bill Settlement' section shows details for 'GOODCARE PLC | \*\*\*044' and options for 'Single Bill' or 'Multiple Bill'. Below this, there are buttons for 'Current and Savings Account', 'Loan', and 'Custom'. A 'Select All Bills' checkbox is also present. The 'Drawer Name' is 'SHIVA CORP' and the 'Maturity Date' is '6/4/21'. The 'Input Payment Details' section shows 'Current and Savings Account' selected.

On the right, the 'Link Forex Deals' overlay screen is visible. It contains a table of 'Link Forex Deals' with columns: 'Forex Reference Number', 'Expiry Date', 'Exchange Rate', 'Sell Amount', 'Buy Amount', and 'Linked Amount'. The table lists four deals with their respective amounts in USD and GBP. At the bottom of the overlay, there are 'Total Selected Deals' and 'Total Linked' fields, both showing '0' and 'USD 0.00' respectively. A 'Submit' button and a 'Close' button are at the bottom of the overlay.

Forex Reference Number	Expiry Date	Exchange Rate	Sell Amount	Buy Amount	Linked Amount
PK2FXF120076A006	9/30/21	1.33	USD 148,960.00	GBP 112,000.00	
PK2FXF120076A508	7/16/21	1.33	USD 2,660.00	GBP 2,000.00	
PK2FXF1200767507	7/16/21	1.33	USD 2,660.00	GBP 2,000.00	
PK2FXF1200766008	7/16/21	1.33	USD 101,080.00	GBP 76,000.00	

- a. In the **Deal Reference Number** field, enter the deal reference number.
- b. In the **Exchange Rate** field, enter the exchange rate.

- c. Enter the **Forex Reference Number** in the search field and click . The searched **Deal Reference Number** record details appear.  
OR  
Click the check box to select the required searched **Deal Reference Number** record.
  - d. In the **Linked Amount** field, enter the linked amount.
  - e. 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.
7. 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.
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 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.
-

## 11. Modify Bills

Using this option, you can modify the details of existing bills. You can search the required bill using different search criteria and download the bill list in different file formats.

The user can change the tenor which is automatically reflected in Maturity Date of the transaction. The user can change whether collaterals are to be used and whether Advance by Loan is required or Not.

User can further attach or change FX Deals, View the simulated charges, attach documents and submit transaction to Bank.

This transactions should follow the transaction aspects:

- Approval
- Audit Logs
- Send to Modify
- Bi-Directional Communication with Mid-Office


### Pre-Requisites

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

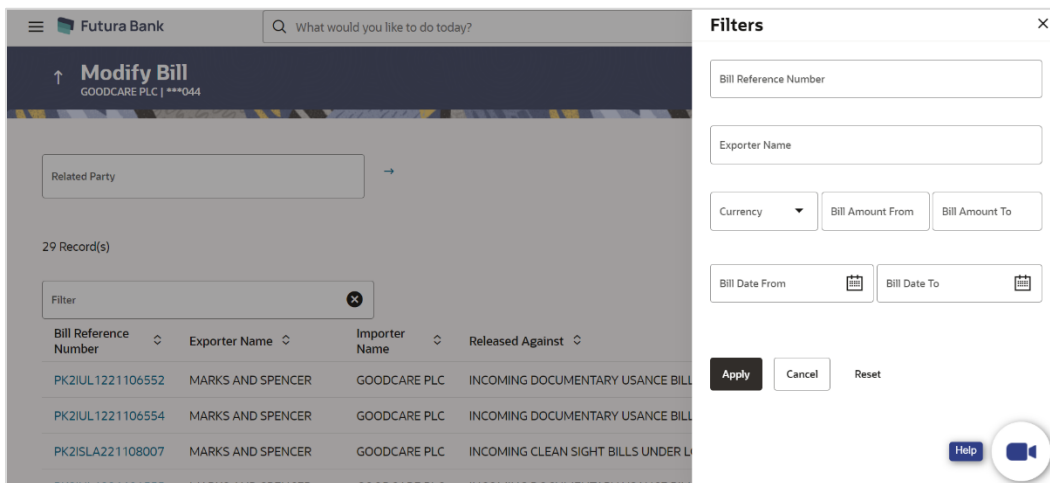
### How to reach here:

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

### To modify the Bill:

1. The **Modify Bill** screen appears.
2. Click  to filter based on the filter criteria. The Filter overlay screen appears.

### Modify Bill



**Modify Bill**  
GOODCARE PLC | \*\*\*044

Related Party →

29 Record(s)

Filter

Bill Reference Number	Exporter Name	Importer Name	Released Against
PK2IUL1221106552	MARKS AND SPENCER	GOODCARE PLC	INCOMING DOCUMENTARY USANCE BILL
PK2IUL1221106554	MARKS AND SPENCER	GOODCARE PLC	INCOMING DOCUMENTARY USANCE BILL
PK2ISLA221108007	MARKS AND SPENCER	GOODCARE PLC	INCOMING CLEAN SIGHT BILLS UNDER L

**Filters**

Bill Reference Number

Exporter Name

Currency Bill Amount From Bill Amount To

Bill Date From Bill Date To

Apply Cancel Reset

Help

## Field Description

Field Name	Description
<b>Bill Reference Number</b>	The export bill reference number, which is attached to the Bill.
<b>Exporter Name</b>	The name of Exporter party.
<b>Currency</b>	The currency of the bill.
<b>Bill Amount Range From</b>	The start of the bill amount range used for searching the bill.
<b>Bill Amount Range To</b>	The end of the bill amount range used for searching the bill.
<b>Bill Date Range From</b>	The start date of the bill date range used for searching the bill.
<b>Bill Date Range To</b>	The end date of the bill date range used for searching the bill.

3. Enter the search criteria.

4. Click **Search**.

The **Modify Bill** screen appears with the search results.

OR

Click **Reset** to reset the search criteria.

## Modify Bill – Search Results

**Modify Bill**  
GOODCARE PLC | \*\*\*044

26 Record(s)

Filters
Download
Manage Columns

Bill Reference Number	Exporter Name	Importer Name	Released Against	Transaction Date	Bill
PK2IUL1221106552	MARKS AND SPENCER	GOODCARE PLC	INCOMING DOCUMENTARY USANCE BILLS UNDER LC ON ACCEPTANCE	4/20/2022	
PK2IUL1221106554	MARKS AND SPENCER	GOODCARE PLC	INCOMING DOCUMENTARY USANCE BILLS UNDER LC ON ACCEPTANCE	4/20/2022	
PK2ISLA221108007	MARKS AND SPENCER	GOODCARE PLC	INCOMING CLEAN SIGHT BILLS UNDER LC ON ADVANCE	4/20/2022	
PK2IUL1221106544	MARKS AND SPENCER	GOODCARE PLC	INCOMING DOCUMENTARY USANCE BILLS UNDER LC ON ACCEPTANCE	4/20/2022	
PK2IUL1221106548	WELLS FARGO LA	GOODCARE PLC	INCOMING DOCUMENTARY USANCE BILLS UNDER LC ON ACCEPTANCE	4/20/2022	
PK2IUL1221106550	MARKS AND SPENCER	GOODCARE PLC	INCOMING DOCUMENTARY USANCE BILLS UNDER LC ON ACCEPTANCE	4/20/2022	G
PK2IUL1221107006	CIF897194707606	GOODCARE PLC	INCOMING DOCUMENTARY USANCE BILLS UNDER LC ON ACCEPTANCE	4/20/2022	
PK2IUL1221106543	MARKS AND SPENCER	GOODCARE PLC	INCOMING DOCUMENTARY USANCE BILLS UNDER LC ON ACCEPTANCE	4/20/2022	
PK2ISDP221103002	MARKS AND SPENCER	GOODCARE PLC	INCOMING SIGHT BILLS UNDER LC ON PAYMENT	4/20/2022	G
PK2IUL1221107505	MARKS AND SPENCER	GOODCARE PLC	INCOMING DOCUMENTARY USANCE BILLS UNDER LC ON ACCEPTANCE	4/20/2022	
PK2ISLA221108521	MARKS AND SPENCER	GOODCARE PLC	INCOMING CLEAN SIGHT BILLS UNDER LC ON ADVANCE	4/20/2022	

Total Equivalent Outstanding Amount GBP 130,416.7

Hey, I am here to help if you need it!

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.

## Field Description

Field Name	Description
<b>List of Bills</b>	
<b>Bill Reference Number</b>	The export bill reference number.
<b>Importer Name</b>	The name of Importer party.
<b>Exporter Name</b>	The name of Exporter party.
<b>Release Against</b>	The LC against which the bill is released.
<b>Transaction Date</b>	The date of the transaction.
<b>Bill Amount</b>	The Bill amount.
<b>Equivalent Amount</b>	The equivalent bill amount.

- Click the **Download** to download the bill list. You can download the list in PDF or CSV formats.

6. Click on the **Manage Column** to setup a column preferences by rearranging or removing columns.
7. Click the required link in the **Bill Reference Number** column. The **Modify Bill** details screen appears with the details of the selected Export Bill. By default, **Discount** tab appears.

---

**Note:** If there is a Relationship pricing maintained for the customer, the same would be reflected in the charges instead of the standard pricing.

---

## **11.1 Modify Bills – Settlement Details**

User will be able to see the bill details along with the Base Date, Tenor and Maturity Date and will be allowed to change the tenor, which automatically would get reflected in Maturity Date of the transaction.


The user can change whether collaterals are to be used and Advance by Loan is required or not.



## Modify Bills – Settlement Details

Futura Bank

What would you like to do today?



Modify Bills

GOODCARE PLC | \*\*\*044

View Bill C

Party Name GOODCARE PLC	Import Bill Reference No. PK2IUULL221104501 <span>Active</span>	Product Name INCOMING DOCUMENTARY USANCE BILLS UNDER LC ON ACCEPTANCE	Outstanding Amount GBP 100,000.00
----------------------------	--	---	--------------------------------------

[More Information](#)

☒ Settlement Details

☐ Forex Deals

☐ Charges

☐ Attachments

**Settlement Details**

Base Date  
4/20/2022


Tenor  
30

☒ Pay with collateral

[View Collateral Details](#)

☐ Settlement Account

xxxxxxxxxxxx3012

 Current Balance : GBP 997,382,239.96

☒ 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.  
Settle Available Balance

☐ No

☒ Yes

**Loan Preference**

Contract Currency  
GBP

Loan Product  
TAD4-Advance by loan

Loan Currency  
GBP

Tenor  
12

Min Tenor Max Tenor  
Tenor Type  
Month

Original Exchange Rate  
1

Next

Cancel

Back

Hey, I am here to help if you need it!

### Field Description

Field Name	Description
Party Name	The name of the applicant is displayed.
Import Bill Reference No.	The import bill reference number.
Product Name	The import bill product name under which the LC is created.

Field Name	Description
<b>Outstanding Amount</b>	Displays the outstanding amount of the import bill.
<b>Maturity Date</b>	The maturity date of the export Bill. This field appears if the user click on <a href="#">More Information</a> link.
<b>Linked to LC</b>	Displays the reference number of the LC. This field appears if the user click on <a href="#">More Information</a> link.
<b>Settlement Details</b>	
<b>Base Date</b>	The date that is considered as base date for Bill application.
<b>Tenor</b>	The tenor of the Bill.
<b>Pay with Collateral</b>	The option to select whether collaterals are to be used. Click the <a href="#">View Collateral Details</a> link to view the collateral details.
<b>Settlement Account</b>	The settlement account number.
<b>Apply for Loans</b>	The option to select whether loans are to be used.
<b>Settle Available Balance</b>	Option to select whether the user wishes to settle all funds available in the settlement account. The options are: <ul style="list-style-type: none"> <li>• Yes</li> <li>• No</li> </ul> This field appears if Immediate Liquidation is applicable and will be populated with the Outstanding Bill Amount in read only mode.
<b>Loan Preference</b>	
<b>Loan Product</b>	This field displays the Loan Product defaulted from back-office. The user can change the value.
<b>Loan Currency</b>	This field displays either the Contract Currency or a Branch Local currency. The default should be Contract currency.
<b>Tenor</b>	The system fetches the default Loan Tenor from the back-office system. The user can change the value.

Field Name	Description
<b>Tenor Type</b>	This field displays the tenor type fetches from the back-office system.
<b>Original Exchange Rate</b>	This field displays the Original Exchange Rate fetches from the back-office system.

8. In the **Tenor** field, enter the value for tenor.
9. In the **Pay with Collateral** option, if collaterals are to be used for bill settlement.
10. Click the **View Collateral Details** link to view the collateral details. The **Collateral Details** overlay screen appears.
11. Select the **Settlement Account** option, if settlement account are to be used for bill settlement
  - a. From the **Settlement Account** list, select the appropriate option.
12. Select the **Apply for Loans** option, if loans are to be used for bill settlement.
  - a. In the **Settle Available Balance**, select the appropriate option.
  - b. From the Loan Product field, change the product if required.
13. In the **Tenor** field, modify the value for tenor, if required.
14. Click **Next** to save the details entered and proceeds to next level of details.  
OR  
Click **Cancel** to cancel the transaction, The Dashboard appears.  
OR  
Click **Back** to go back to previous screen.
15. Click **Next** to save the details entered and proceeds to next level of details.  
OR  
Click **Cancel** to cancel the transaction, The Dashboard appears.  
OR  
Click **Back** to go back to previous screen.

### 11.1.1 **Modify Bills – Forex Deals**

This tab allows the user to link forex deals.

## Modify Bills – Forex Deals

Search

Viewer

ATM & Branch Locator

English

Welcome, Obdx checkr

Last login: 9/2/22, 4:10 PM

Modify Bills

NATIONAL FREIGHT CORP | \*\*\*153

View Bill Details

Party Name

NATIONAL FREIGHT CORP

Import Bill Reference No.

PK1BLD21251002

Active

Product Name

INCOMING DOCUMENTARY USANCE  
BILLS NOT UNDER LC ON ACCEPTANCE

Outstanding Amount

USD 10,000.00

More Information

Settlement Details

Forex Deals

Charges

Attachments

Forex Deals

Link Forex Deals

Search...

Total Bill Amount

USD 10,000.00

Forex Reference Number	Expiry Date	Exchange Rate	Sell Amount	Buy Amount	Linked Amount
<input type="checkbox"/> PK2FXF120076A006	9/30/21	1.33	USD 148,960.00	GBP 112,000.00	
<input type="checkbox"/> PK2FXF120076A508	7/16/21	1.33	USD 2,660.00	GBP 2,000.00	
<input type="checkbox"/> PK2FXF1200767507	7/16/21	1.33	USD 2,660.00	GBP 2,000.00	
<input type="checkbox"/> PK2FXF1200766008	7/16/21	1.33	USD 101,080.00	GBP 76,000.00	
<input type="checkbox"/> PK2FXF1200764003	11/26/21	1.33	USD 2,660.00	GBP 2,000.00	
<input type="checkbox"/> PK2FXF1200764004	11/26/21	1.33	USD 42,560.00	GBP 32,000.00	
<input type="checkbox"/> PK2FXF1200765505	11/26/21	1.33	USD 2,660.00	GBP 2,000.00	

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

<

1

>

Total Selected Deals

0

Total Linked Amount

USD 0.00

Next

Cancel

Back


## Field Description

Field Name	Description
<b>Total Bill Amount</b>	Displays the total bill amount.
<b>Forex Reference Number</b>	The deal reference number of the bill.
<b>Expiry Date</b>	The expiry date of the forex deal.
<b>Exchange Rate</b>	The exchange rate of the forex deal.
<b>Sell Amount</b>	The selling amount of the forex deal.
<b>Buy Amount</b>	The buying amount of the forex deal.

11-8

ORACLE

Field Name	Description
<b>Linked Amount</b>	The amount to be linked in the forex deal.
<b>Total Selected Deals</b>	Displays the total selected deals.
<b>Total Linked Amount</b>	Displays the total Linked Amount linked in the forex deal.

16. Enter the **Forex Reference Number** in the search field and click . The searched **Deal Reference Number** record details appear.  
OR  
Click the check box to select the required searched **Deal Reference Number** record.
17. In the **Linked Amount** field, enter the linked amount.
18. Click **Next** to save the details entered and proceeds to next level of details.  
OR  
Click **Cancel** to cancel the transaction, The Dashboard appears.  
OR  
Click **Back** to go back to previous screen.

### 11.1.2 Modify Bills - Charges

This tab lists charges and Taxes against bills.

19. Click **Charges** tab. The **charges and taxes** in the **Modify Bills** screen.  
OR  
Click **Back**. The **Modify Bills** screen appears.

## Modify Bills - Charges

The screenshot shows the 'Modify Bills' page for 'NATIONAL FREIGHT CORP | \*\*\*153'. The page includes a sidebar with navigation options: Settlement Details, Forex Deals, Charges (selected), and Attachments. The main content area is titled 'Charges, Commissions & Taxes' and contains two tables. The first table, 'Charges', lists 'IB COURIER FEES' and 'IB SWIFT FEES' with their respective amounts. The second table, 'Taxes', lists 'BK TAX' with its amount. At the bottom, there are 'Next', 'Cancel', and 'Back' buttons.

Party Name	Import Bill Reference No.	Product Name	Outstanding Amount
GOODCARE PLC	PK2IBLL21254001 <span>active</span>	INCOMING USANCE BILLS UNDER LC ACCEPTANCE	USD 5,000.00

Charges, Commissions & Taxes		
Account No	Description of Charges	Amount
xxxxxxxxxxxx1039	IB COURIER FEES	GBP 100.00
Balance		GBP 1,000,000,000,000,000.00
xxxxxxxxxxxx1039	IB SWIFT FEES	GBP 150.00
Balance		GBP 1,000,000,000,000,000.00
<b>Total Charges</b>		<b>GBP 550.00</b>

Taxes		
Account No	Description of Taxes	Amount
xxxxxxxxxxxx1039	BK TAX	GBP 39.45
<b>Total Taxes</b>		<b>GBP 39.45</b>

Buttons: [Next](#) [Cancel](#) [Back](#)

## Field Description

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

### Charges

**Account Number** Debit account number of the applicant.

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

**Amount** Displays the amount of charges.

**Total Charges** Displays the total charge amount.

### Taxes

**Account Number** Debit account number of the applicant.

**Description of Taxes** Displays the description taxes applicable.

Field Name	Description
<b>Amount</b>	Displays the amount of taxes.
<b>Total Taxes</b>	Displays the total tax amount.
<b>Commissions</b>	
<b>Account Number</b>	Debit account number of the applicant.
<b>Description of Commissions</b>	Displays the description of commissions applicable.
<b>Amount</b>	Displays the amount of commission.
<b>Total Commissions</b>	Displays the total commission amount.

- 
20. From the **Account No.** list, select the applicant account.
21. Click **Next** to save the details entered and proceeds to next level of details.  
OR  
Click **Cancel** to cancel the transaction, The Dashboard appears.  
OR  
Click **Back** to go back to previous screen.

---

**Note:** If there is a Relationship pricing maintained for the customer, the same would be reflected in the charges instead of the standard pricing.

---

### 11.1.3 Modify Bills - Attachments tab

Displays the list of documents attached under the Export bills application. User can add multiple documents though it should be under the specified limits and supported formats.

## Modify Bills - Attachments tab

Modify Bills

NATIONAL FREIGHT CORP | \*\*\*153

Party Name NATIONAL FREIGHT CORP	Export Bill Reference No. PK2ESUC211251006 <span>ACTIVE</span>	Product Name OUTGOING DOCUMENTARY SIGHT BILLS UNDER LC ON COLLECTION	Outstanding Amount USD10,000.00
-------------------------------------	---	---	------------------------------------

More Information

- Discount
- Forex Deals
- Charges
- Attachments**

**Attachments**

**Drag and Drop**  
Select or drop files here.

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.

ExportBill.txt LICENCE HTYUIKOPLMNHJUK Add Remarks

Upload Delete All

Standard Instructions  
☒ Kindly go through all the Standard Instructions


Special Instructions  
☐

☒ I accept the Terms & Conditions


Submit Cancel Back

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

## Field Description

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



Field Name	Description
<b>Special Instructions</b>	Any instructions provided to bank for bills is mentioned here.
<p>22. Click <b>Drag and Drop</b> to browse and select the required document present on your computer. The <b>Attach Document</b> popup window appears.</p> <p>23. Select the required document present on your computer to upload.</p> <p>24. Click <b>Upload</b> to upload document. The Attach Documents tab appears along with list of attached documents.</p> <p>OR</p> <p>Click  to remove the attached document.</p> <p>25. OR</p> <p>Click <b>Delete All</b> to delete all the attachments.</p> <p>26. Select the <b>Kindly Go through all the Standard Instructions</b>, check box.</p> <p>27. Click the <b><u>Standard Instructions</u></b> link to view the customer instructions maintained by bank from back office.</p> <p>28. Select the I accept <b>Terms and Conditions</b> check box to accept the Terms and Conditions.</p> <p>29. Click <b>Submit</b>. The transaction is saved and the Modify Bill – Review screen appears.</p> <p>OR</p> <p>Click <b>Back</b> to go back to previous screen.</p> <p>OR</p> <p>Click <b>Cancel</b> to cancel the transaction, The <b>Dashboard</b> appears.</p> <p>30. The review screen appears.</p> <p>Verify the details and click <b>Confirm</b>.</p> <p>OR</p> <p>Click Back to go back to previous screen.</p> <p>OR</p> <p>Click <b>Cancel</b> to cancel the transaction. The <b>Dashboard</b> appears.</p> <p>31. The success message appears along with the reference number. Click <b>OK</b> to complete the transaction.</p>	

## 12. 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.

---

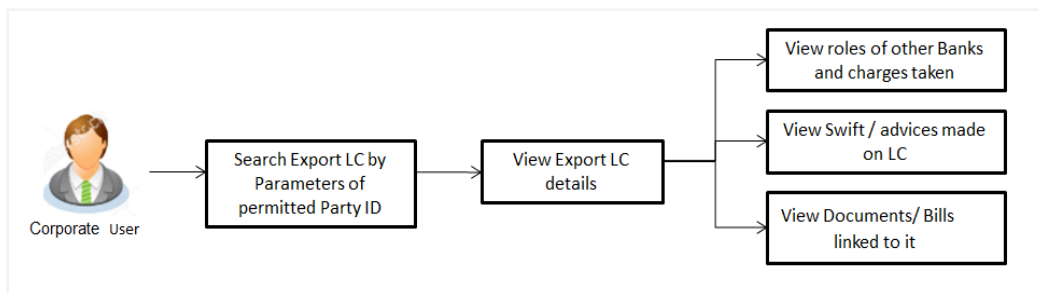
**Note:** Whenever the API services are called by the OBDX, then OBTF pass only those incoming and outgoing SWIFT messages details that are flagged as External by the bank in the “Trade Finance Message Type Maintenance” screen.

---

### 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. Navigate to the **View Export Letter of Credit** screen.

## View Export Letter of Credit

View Export Letter Of Credit

GOODCARE PLC | \*\*\*044

List of Recently Issued Letter of Credits

All Parties →

LC Number	Applicant Name	Beneficiary Name	Customer Reference Number	LC Amount
PK1ELAC211254502	Trade Indiv 1	NATIONAL FREIGHT CORP		GBP 100,000
PK1ELAC211254501	Trade Indiv 1	NATIONAL FREIGHT CORP		GBP 100,000
PK2ELAC211250008	MARKS AND SPENCER	NATIONAL FREIGHT CORP		GBP 20,000
000ELAC211253001	PHIL HAMPTON	NATIONAL FREIGHT CORP		GBP 10,000
PK2ELAC211250003	MARKS AND SPENCER	GOODCARE PLC		GBP 100,000
PK1ELAC211255001	NATIONAL FREIGHT CORP	NATIONAL FREIGHT CORP		GBP 10,000
PK1ELAC211255003	NATIONAL FREIGHT CORP	NATIONAL FREIGHT CORP		GBP 10,000
PK2ELAC211250007	MARKS AND SPENCER	NATIONAL FREIGHT CORP		GBP 30,000
PK1ELAC211255001	NATIONAL FREIGHT CORP	NATIONAL FREIGHT CORP		GBP 10,000
PK1ELAC211255003	NATIONAL FREIGHT CORP	NATIONAL FREIGHT CORP		GBP 10,000
PK2ELAC211250007	MARKS AND SPENCER	NATIONAL FREIGHT CORP		GBP 30,000

Page 1 of 106 (1-8 of 842 items)
< 1 2 3 4 5 ... 106 >

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

Filter

Customer Reference Number

Applicant Name

LC Status
All

LC Amount Range
All From To

LC Drawing Status
All

Issue Date
From To

Expired Status
☐ Expired ☐ Not Expired

Expiry Date
From To

Transfer Status
All

Apply Cancel Clear

## Field Description

Field Name	Description
<b>Customer Reference Number</b>	The option to search export LC via customer reference number.
<b>Applicant Name</b>	The name of applying party.
<b>LC Status</b>	<p>The status of LC currently.</p> <p>The options are:</p> <ul style="list-style-type: none"> <li>• Hold</li> <li>• Active</li> <li>• Cancelled</li> <li>• Closed</li> <li>• Reversed</li> </ul>
<b>LC Amount From</b>	The start of the amount range used for searching the LC.
<b>LC Amount To</b>	The end of the amount range used for searching the LC.

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

2. From the **All Parties** list, select the appropriate option.


3. 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.

4. Click the **Download** to download all or selected columns in the Export LC details list. You can download the list in PDF or CSV format.

5. Click on the **Manage Column** to setup a column preference by rearranging or removing columns.

## View Export Letter of Credit – Search Results

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

221 Record(s)

Filters
Download
Manage Columns

LC Number	Applicant Name	Beneficiary Name	Customer Reference Number	LC Amount	Equivalent LC Amount	Outstanding Amount	Equivalent Outstanding Amount	Issi Dai
<a href="#">PK2ELAN221109561</a>	PK2WALKIN1	GOODCARE PLC		GBP 10,000.00	GBP 10,000.00	GBP 0.00	GBP 0.00	3/2
<a href="#">PK2ELAT221106003</a>	MARKS AND SPENCER	GOODCARE PLC	NONE	GBP 100.00	GBP 100.00	GBP 0.00	GBP 0.00	4/2
<a href="#">PK2ELAT221106008</a>	MARKS AND SPENCER	GOODCARE PLC	NONE	GBP 100.00	GBP 100.00	GBP 100.00	GBP 100.00	4/2
<a href="#">PK2ELAT221106012</a>	MARKS AND SPENCER	GOODCARE PLC	NONE	GBP 100.00	GBP 100.00	GBP 100.00	GBP 100.00	4/2
<a href="#">PK2ELAN221109567</a>	Applicant Ltd	GOODCARE PLC	NONE	USD 11,000.00	GBP 4,400.00	USD 11,000.00	GBP 4,400.00	4/2
<a href="#">PK2ELAT221106502</a>	MARKS AND SPENCER	GOODCARE PLC	NONE	GBP 200.00	GBP 200.00	GBP 200.00	GBP 200.00	4/2
<a href="#">PK2ELAT221106505</a>	MARKS AND SPENCER	GOODCARE PLC	NONE	GBP 100.00	GBP 100.00	GBP 0.00	GBP 0.00	4/2
<a href="#">PK2ELAT221106516</a>	MARKS AND SPENCER	GOODCARE PLC	NONE	GBP 200.00	GBP 200.00	GBP 200.00	GBP 200.00	4/2
<a href="#">PK2ELCT221109519</a>	MARKS AND SPENCER	GOODCARE PLC	NONE	GBP 100.00	GBP 100.00	GBP 100.00	GBP 100.00	4/2
<a href="#">PK2ELAN22110A009</a>	Applicant Ltd	GOODCARE PLC	NONE	USD 10,000.00	GBP 4,000.00	USD 10,000.00	GBP 4,000.00	4/2
<a href="#">PK2ELAN22110A00H</a>	MARKS AND SPENCER	GOODCARE PLC		GBP 10,000.00	GBP 10,000.00	GBP 0.00	GBP 0.00	4/2
<a href="#">PK2ELAN221109566</a>	PK2WALKIN1	GOODCARE PLC		GBP 10,000.00	GBP 10,000.00	GBP 11,000.00	GBP 11,000.00	4/2

Total Equivalent Outstanding Amount: 11,000.00

Hey, I am here to help if you need it!

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

## Field Description

Field Name	Description
<b>LC Number</b>	The LC number. Displays the link to details of the Export LC.
<b>Applicant Name</b>	The name of the LC applicant.
<b>Beneficiary Name</b>	The name of the LC beneficiary.
<b>Customer Reference Number</b>	The user provided customer reference number for the transaction.
<b>LC Amount</b>	The Export LC amount.
<b>Equivalent LC Amount</b>	The equivalent export LC amount.
<b>Outstanding Amount</b>	The Export LC outstanding amount.

Field Name	Description
<b>Equivalent Outstanding Amount</b>	The equivalent Export LC outstanding amount.
<b>Issue Date</b>	The issue date of the Export LC.
<b>Date of Expiry</b>	The Export LC expiry date.
<b>LC Status</b>	The Export LC status.
<b>Total Equivalent Outstanding Amount</b>	Displays the total outstanding equivalent amount in local currency.

6. 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.

7. Click **LC Details** tab.

**Note:** If there is a Relationship pricing maintained for the customer, the same would be reflected in the charges instead of the standard pricing.

## 12.1 LC Details

1. 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

Search ...

Viewer
ATM & Branch Locator
English

Welcome, OBDX maker
Last login 27 Feb 03:36 PM

### View Export Letter Of Credit

MARKS AND SPENCER | \*\*\*ISS

LC Reference No.	Product	LC Amount	Date of Expiry
PKZELAC211250015 <span>active</span>	Import LC Usance Non Revolving	GBP40,000.00	03 Aug 2021

LC Details

LC Details

Attached Documents
Amendments
Bills
Charges, Commissions & Taxes
Swift Messages
Advice
Banks
Assignment
Transferred LC

**51A**  
Applicant  
MARKS AND SPENCER  
Address  
MARGOU250000  
87 knights street  
Country  
United Kingdom  
Date of Application  
05 May 2021

**31D**  
Date of Expiry  
03 Aug 2021

**31B**  
LC Amount  
GBP40,000.00  
[View Availments](#)

**39A**  
LC Amount Tolerance  
Under (%)  
0  
Total Exposure  
GBP40,000.00

**41A**  
Credit Available By  
Sight Payment  
Credit Available With  
sbichennai  
Drafts  
No  
[Hide Information](#)

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

**59**  
Beneficiary Name  
NATIONAL FREIGHT CORP  
Address  
PKBANK70000  
Country  
GB

**39C**  
Additional Amount Covered

**42C**  
Drafts At

Goods & Shipment

**43P**  
Partial Shipment  
Not Allowed

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

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

**44C/44D**  
Shipment  
Period

**43T**  
Transshipment  
Not Allowed

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

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

**Shipment Period**  
CXXCXXCXX

	Goods	Description of Goods	Units	Price Per Unit
1	ROLLNGCHAIR	ROLLNGCHAIR	40	GBP1,000.00
			Total Amount	GBP1,000.00

Hide Information

Documents

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

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

**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](#)

Goods & Shipment

43P

Partial Shipment  
Not Allowed

43T

Transshipment  
Not Allowed

44A

Place of Taking in Charge/Dispatch from  
XCC

44E

Port of Loading/Airport of Departure  
CXCXCXC

44F

Port of Discharge/Airport of Destination  
CXCXCXC

44B

Place of Final Destination/For Transportation  
CXCXCXC

44C/44D

Shipment  
Period

Shipment Period  
CXCXCXC

	Goods	Description of Goods	Units	Price Per Unit
1	ROLLNGCHAIR	ROLLNGCHAIR	40	GBP0,000.00
Total Amount				GBP0,000.00

Hide Information

Documents

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

Page

1

of 1

(1-5 of 5 items)

<

1

>

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

Issuing Bank  
CITIGB2LRRR  
CITIBANK IRELAND  
CITIGB2LRRR  
new diamond area

Advising Through Bank SWIFT ID

49G

Special Payment Conditions for Beneficiary  
cond bank

49H

Special Payment Conditions for Bank Only  
bene cond

49

Confirmation Instructions  
Without

Confirmation Expiry Date  
03 Aug 2021

72Z

Sender to Receiver Information  
Applicant Account for Charges  
Special Instructions

71D

Charges  
XCC new ccharge

Hide Information

Back

①

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

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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.



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

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

Field Name	Description
<b>Tenor (In Days)</b>	The number of days of its validity.
<b>Credit Days From</b>	Displays the date from which the Draft tenure shall be counted.
<b>Draft Amount</b>	The amount which is seeked by beneficiary on representation of draft.
<b>Drawee Bank</b>	The name of drawee bank, which would represent draft for claiming money against LC.
<b>Goods &amp; Shipment</b>	
<b>Partial Shipment</b>	Displays whether or not partial shipments are allowed under the documentary credit.
<b>Transshipment</b>	Displays whether or not transshipment is allowed under the documentary credit.
<b>Place of Taking in Charge/ Dispatch From</b>	The place of receipt from where shipment will be done.
<b>Port of Discharge/ Airport of Destination</b>	The port of discharge or airport of destination to be indicated on the transport document.
<b>Port of Loading/ Airport of Departure</b>	The port of loading or airport of departure to be indicated on the transport document.
<b>Place of Final Destination/ For Transportation</b>	The place of dispatch or taking in charge of the goods or loading on board.
<b>Shipment</b>	Displays the latest date for loading on board/ dispatch/ taken in charge.
<b>Shipment Period</b>	The period of shipment during which the goods are to be loaded on board /dispatched /taken in charge.
<b>More Information</b>	
Following fields appear if you click the More Information link.	
Click the <b>Hide Information</b> link to hide the fields.	
<b>Sr No</b>	The serial number for different lines of goods.
<b>Goods</b>	The type of good being shipped has to be chosen.
<b>Description of Goods</b>	The description of goods.

Field Name	Description
<b>Units</b>	The number of units of the goods
<b>Price Per Unit</b>	The price per unit of the goods.
<b>Documents</b>	
Documents list have the list of documents along with the number of original or copies submitted and clauses they cater too.	
<b>Document Name</b>	Displays the lists of all the documents required to be represented.
<b>Original</b>	Displays the number “n” out of “m” original documents will be provided to bank.
<b>Copies</b>	Displays the number of copies that will be submitted as a set of documents for LC.
<b>Clause</b>	Displays the default description of clauses, however user can modify the same.
<b>More Information</b>	
Following fields appear if you click the <b>More Information</b> link.	
Click the <b>Hide Information</b> link to hide the fields.	
<b>Additional Conditions</b>	Additional Conditions
<b>Documents to be presented within /beyond days after the date of shipment but within validity of this credit</b>	<p>The number of days after the date of shipment when the documents will be presented to bank.</p> <p>On adding these days to the date of application, it should be within validity period.</p>
<b>Instructions</b>	
<b>Issuing Bank</b>	The name of the issuing bank.
<b>Issuing Bank Address</b>	The address of the issuing bank.
<b>Advising Through Bank SWIFT ID</b>	Displays the SWIFT ID and address of the Advising Bank.
<b>Special Payment Conditions for Beneficiary</b>	User can input special payment conditions applicable to the beneficiary, for example, post financing request/ conditions.

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

## 12.2 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.

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

## Attached Documents

View Export Letter Of Credit  
PK2ELAC211Z79015 | \*\*\*044

LC Reference No.	Product	LC Amount	Date of Expiry
PK2ELAC211Z79015 <span>Active</span>	Export LC Slight Non Revolving	GBP15,000.00	06 Jul 2022

LC Details

Attached Documents

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

Amendments

Bills

Charges, Commissions & Taxes

Swift Messages

Advice

Banks

Assignment

Transferred LC

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.

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

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## 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.

3. Click the required link in the **Document ID** column to download the attached document.

## 12.3 Amendments

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

4. 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

View Export Letter Of Credit  
 MARKS AND SPENCER | \*\*\*D44

LC Reference No. PK2ELAC211253505 **Active** Product Export LC Usance Non Revolving LC Amount GBP 60,000.00 Date of Expiry 8/3/21

LC Details

Amendments

Amendment Number	Issue Date	Expiry Date	LC Amount	Status	
1	5/5/21	8/3/21	GBP 60,000.00	REJECTED	<a href="#">View</a>
2	5/5/21	8/3/21	GBP 60,000.00	REJECTED	<a href="#">View</a>

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

[Back](#)

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

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## Field Description

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

- 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.

### 12.3.1 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

futura bank

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

View Export LC Amendment

DEV Org | \*\*\*165

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

LC Details

Compare with Previous Values

51A

Applicant

Oracle Corp

Address

ORACGB2L000

new tech park

plot no 23

Country

GREAT BRITAIN

Date of Application

31D Modified

Date of Expiry

16 Jun 2020

32B Modified

LC Amount

£230,000.00

39A

LC Amount Tolerance

Under (%)

0

Total Exposure

£230,000.00

Payment Details

41A

Credit Available By

Mixed Payment

Credit Available With

CITIGB2LRRR

Drafts

No

40A

Type of Documentary Credit

Revolving

No

Cumulative

No

Transferable

No

59

Beneficiary Name

DEV Org

Address

DEVCGB2L000

Gemini

area no 21

Country

GB

39C Modified

Additional Amount Covered

sdftdftdd

42C

Drafts At

Goods & Shipment

Compare with Previous Values

43P Modified

Partial Shipment

Allowed

44A

Place of Taking in Charge/Dispatch from

deef

44F Modified

Port of Discharge/Airport of Destination

cdf fvf amend

44C/44D Modified

Shipment

Period

43T Modified

Transshipment

Allowed

44E Modified

Port of Loading/Airport of Departure

sdss fg vff amend

44B

Place of Final Destination/For Transportation

dfdgfgf

Shipment Period

dfdf fgfgfg fvf fgfgfg

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

12-15

ORACLE



Documents

Compare with Previous Values

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

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

58A

Additional conditions

ddf ffgfghg

48 Modified

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

19

Incoterm

Instruction

Compare with Previous Values

Issuing Bank

CITIGB2LNNN

CITIBANK ENGLAND

CITIGB2LNNN

new tech area

49G

Special Payment Conditions for Beneficiary

dfgg fgfgggfgf amend

49

Confirmation Instructions

58A

Requested Confirmation Party

72Z

Sender to Receiver Information

TELEBEN sdfdfdfg

Modified

Charges Borne By Applicant

Back

49H

Special Payment Conditions for Bank Only

gfggf fgfgggf amend

78

Instructions to the Paying/Accepting/Negotiating Bank

Confirmation Expiry Date

03 Aug 2021

71D

Charges

sdfdfggf fgfggf amend

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

## 12.4 Bills

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

- 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

**View Export Letter Of Credit**  
Trade Customer1 | \*\*\*153

LC Reference No.	Product	LC Amount	Date of Expiry
PK1ELAC21125A7PV <span>Active</span>	Import LC Usance Non Revolving	GBP10,000.00	03 Aug 2021

**Bills**

Negotiation Ref No.	Bill Lodgement Sequence No.	Negotiation Date	Bill Amount	Status
PK1ELUC21125S003	1	05 May 2021	GBP10,000.00	<span>Active</span>

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

[Initiate Bill](#)

Charges, Commissions & Taxes

Swift Messages

Advice

Banks

Assignment

Transferred LC

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## Field Description

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

- 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.

## 12.5 Charges Commission & Taxes

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

8. 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 Futura Bank interface. At the top, there's a header with 'futura bank' logo, a search bar, and user information: 'Welcome, Obed checkr' and 'Last login 11/18/22, 3:24 PM'. Below the header, the main content area is titled 'View Export Letter Of Credit' with a reference number '\*\*\*044'. A summary bar displays: 'LC Reference No. PKZELAC211250011', 'Product Export LC Usance Non Revolving', 'LC Amount GBP 80,000.00', and 'Date of Expiry 11/11/21'. The left sidebar contains a menu with options: 'LC Details', 'Attached Documents', 'Amendments', 'Bills', 'Charges, Commissions & Taxes' (selected), 'Swift Messages', 'Advice', 'Banks', 'Assignment', and 'Transferred LC'. The main content area is divided into three sections: 'Charges', 'Taxes', and 'Commissions'. The 'Charges' section contains a table with 5 columns: 'Account No', 'Description of Charges', 'Amount', 'Split Amount Borne by You', and 'Split Amount Borne by Other Party'. It lists two charges: 'LC Advising Charges' (GBP 50.00) and 'LI ADVISING CHARGES' (GBP 800.00), followed by a 'Total Charges' row showing GBP 850.00. The 'Taxes' section is currently empty, displaying 'No data to display.' The 'Commissions' section is also empty, displaying 'No data to display.' At the bottom, there is a 'Back' link and a disclaimer: 'Displayed Local currency amount is indicative and actual amount may differ.'

Account No	Description of Charges	Amount	Split Amount Borne by You	Split Amount Borne by Other Party
xxxxxxxxxxxx0017	LC Advising Charges	GBP 50.00	GBP 50.00	GBP 0.00
xxxxxxxxxxxx0001	LI ADVISING CHARGES	GBP 800.00	GBP 800.00	GBP 0.00
Total Charges		GBP 850.00	GBP 850.00	GBP 0.00

Account No	Description of Taxes	Value Date	Amount	Equivalent Amount
No data to display.				

Account No	Description of Commissions	Amount	Split Amount Borne by You	Split Amount Borne by Other Party
No data to display.				

### Field Description

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

<b>Field Name</b>	<b>Description</b>
<b>Description of Charges</b>	Displays the reason/ narration of charges levied for various LC processes.
<b>Amount</b>	Displays the amount charged for the process.
<b>Split Amount Borne by You</b>	Displays the split charge amount which is to be paid by you.
<b>Split Amount Borne by Other Party</b>	Displays the split charge amount which is to be paid by other party.
<b>Total Charges</b>	Displays the total charge amount.
<b>Taxes</b>	
<b>Account No.</b>	Debit account number of the applicant.
<b>Description of Taxes</b>	Displays the description taxes applicable.
<b>Value Date</b>	Displays the value date of the taxes.
<b>Amount</b>	Displays the amount of taxes.
<b>Equivalent Amount</b>	Displays the equivalent tax amount.
<b>Total Taxes</b>	Displays the total Tax amount.
<b>Commission</b>	
<b>Account No.</b>	Debit account number of the applicant.
<b>Description of Commissions</b>	Displays the description of commissions.
<b>Amount</b>	Displays the amount of commission.
<b>Split Amount Borne by You</b>	Displays the split commission amount which is to be paid by you.
<b>Split Amount Borne by Other Party</b>	Displays the split commission amount which is to be paid by other party.
<b>Total Commissions</b>	Displays the total commission amount.

**Note:** If there is a Relationship pricing maintained for the customer, the same would be reflected in the charges instead of the standard pricing.

## 12.6 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.

9. 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

The screenshot shows the 'View Export Letter Of Credit' interface for Trade Indiv 2 | \*\*\*153. The top navigation bar includes 'Viewer', 'ATM/Branch', and 'English'. The main header displays 'Welcome, obdx checker' and 'Last login 26 Nov 08:41 PM'. The screen is divided into two main sections: 'LC Details' on the left and 'Swift Messages' on the right. The 'LC Details' section includes fields for 'LC Reference No.' (PK1ELAC21125A9NC), 'Product' (Import LC Usance Non Revolving), 'LC Amount' (GBP10,000.00), and 'Date of Expiry' (03 Aug 2021). The 'Swift Messages' section displays a table with columns: Message ID, Date, Description, Sending/Receiving Bank, Message Type, and Action. Two messages are listed: one from CITIBANK IRELAND (Message ID 2332001528314429, Date 16 Mar 2020, Description 'Advise of a Third Bank', Message Type 710) and another from CITIBANK ENGLAND (Message ID 2332001528317279, Date 16 Mar 2020, Description 'ACK of Import LC', Message Type 790). Both messages have a 'Download' link in the Action column. Below the table, there is a pagination bar showing 'Page 1 of 1 (1-2 of 2 items)' and navigation buttons. At the bottom of the screen, there is a footer with copyright information: 'Copyright © 2006, 2020, Oracle and/or its affiliates. All rights reserved. [Security Information] Terms and Conditions'.

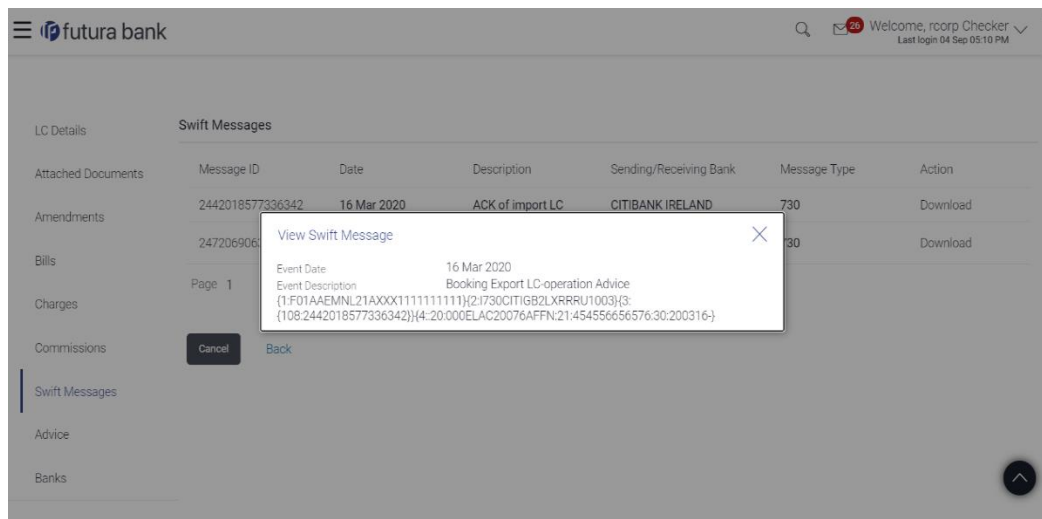
### Field Description

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

Field Name	Description
<b>Sending/Receiving Bank</b>	This displays the name of bank who has sent/received the message.
<b>Message Type</b>	This shows the type of message sent.
<b>Action</b>	The action to be taken that is to download the SWIFT details.


10. 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.

### 12.6.1 SWIFT Messages Details



#### Field Description

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

- a. Click  to close the window.

**Note:** Only SWIFT messages in which ACK has been received by bank is being displayed.

## 12.7 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.

11. 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

LC Details	Advice				
Attached Documents	Message ID	Date	Description	Event Description	Action
Amendments	2442018577344109		Debit Advice	Booking Export LC-operation Advice	Download
Bills	2472069063441294		Amendment of Export Credit	Amendment	Download

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

Commissions: [Cancel](#) [Back](#)

Swift Messages

Advice (selected)

Banks

### 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.

12. Click on the desired Message ID to view the respective advice details.

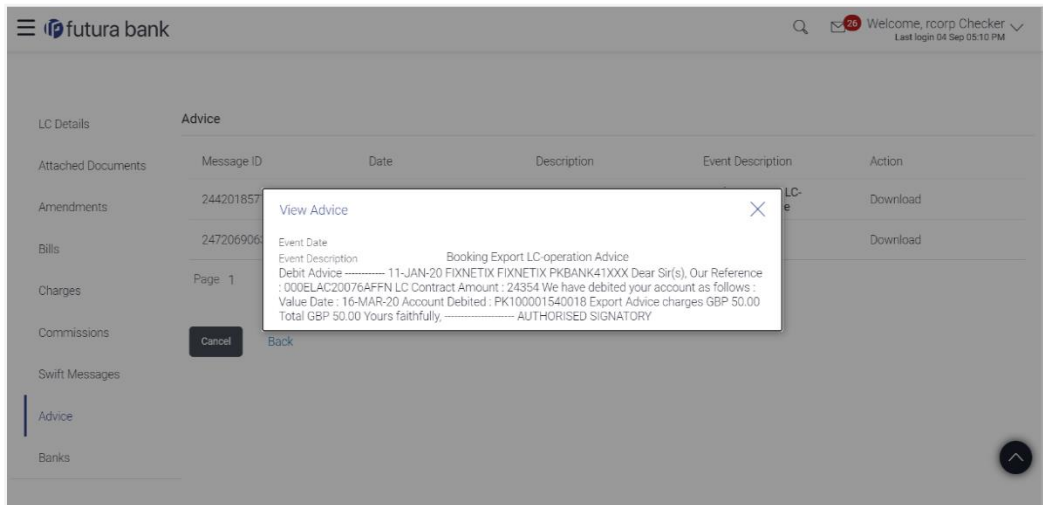
The advice detail appears in popup window along with the event date and description.

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.

### 12.7.1 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.

## 12.8 Banks

This tab denotes the banks which are involved for other than for issuing purpose like Negotiating Bank, Confirming Bank, Advising through Bank etc. Only the details of banks involved in transaction will appear here.

13. 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

The screenshot shows the 'View Import Letter Of Credit' page for 'NATIONAL FREIGHT CORP | \*\*\*153'. The page has a dark header with 'futura bank' and a search bar. A sidebar on the left lists various tabs: LC Details, Attached Documents, Amendments, Bills, Shipping Guarantee, Linkages, Charges, Commissions & Taxes, Swift Messages, Advice, and Banks (which is selected). The main content area displays the 'Banks' tab with details for the 'Reimbursing Bank' and the 'Advise Through Bank'. The 'Reimbursing Bank' details include SWIFT (OATAGB00XXX), Name (OATS\_ATT1\_BANK\_GBP), Address (OATATB00XXX), and Country (UK UNITED KINGDOM). The 'Advise Through Bank' details include SWIFT (TRDBGB00XXX), Name (OOO\_TRADE BANK1), Address (TRDBNK00XXX), and Country (LONDON UNITED KINGDOM). There are 'Cancel' and 'Back' buttons at the bottom of the bank details. A note at the bottom states: 'Displayed Local currency amount is indicative and actual amount may differ.'

Field	Value
LC Reference No.	000ILUN21125A50L <span>Active</span>
Product	Import LC Usance Non Revolving
LC Amount	GBP10,000.00
Date of Expiry	03 Aug 2021

Banks	
<b>Reimbursing Bank</b> Swift: OATAGB00XXX Name: OATS_ATT1_BANK_GBP Address: OATATB00XXX UK UNITED KINGDOM	<b>Advise Through Bank</b> Swift: TRDBGB00XXX Name: OOO_TRADE BANK1 Address: TRDBNK00XXX LONDON UNITED KINGDOM

Buttons: Cancel, Back

Note: ⓘ Displayed Local currency amount is indicative and actual amount may differ.

## Field Description

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

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

14. Click **Back**.  
 The **View Export LC** screen appears.  
 OR  
 Click **Cancel** to cancel the transaction, The **Dashboard** appears.

## 12.9 Assignment

This tab denotes the assignee which receives proceeds from the issuing or confirming bank.

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

**View Export Letter Of Credit**  
 MARKS AND SPENCER | \*\*\*153

LC Reference No. PK1ELUC211250501 **active** Product Islamic Export LC with Adding Confirmation LC Amount GBP10,000.00 Date of Expiry 05 Aug 2021

Assignment	Assignee Name	Account Number	Amount
Attached Documents	Walkin customer	xxxxxxxxxxxxx5017	2000
Amendments	Test Walkin	xxxxxxxxxxxxx7018	3000
Bills	RRC LIMITED	xxxxxxxxxxxxx0014	1000
Charges, Commissions & Taxes	BANK CORP	xxxxxxxxxxxxx5566	1550

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

Back Manage Assignment

Transferred LC

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

## Field Description

Field Name	Description
<b>Assignee Name</b>	The name of the assignee to whom the proceeds is to be assigned.
<b>Account Number</b>	The account number of the assignee.
<b>Amount</b>	The amount that was proceeds to the assignee.

16. Click **Manage Assignments** to manage the assignees.

## 12.10 Transferred LC

This tab denotes the list of transferred lc.

17. Click **Transferred LC** tab. The summary of all the banks which are involved in transactions other than issuing purpose.

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 – Transferred LC

## Field Description

Field Name	Description
LC Number	The parent LC number.
Date of Transfer	The date of transfer of the LC.
Expiry Date	The expiry date of the LC.
LC Amount	The currency under which the LC can be issued. Indicates the amount for the Letter of Credit.

18. Click **Back**.

The **View Islamic Export Letter of Credit** 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.

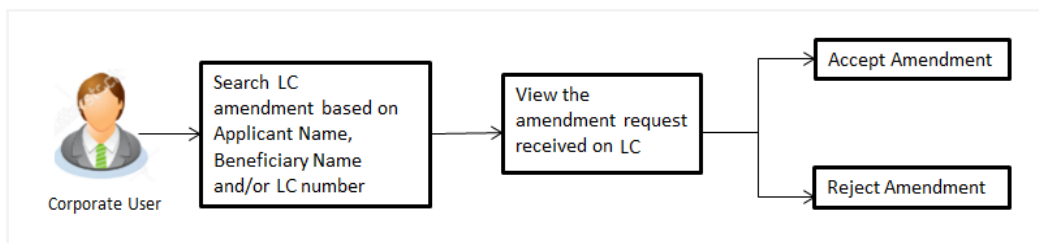
## 13. LC Amendment Acceptance

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 > Export LC Amendment Acceptance > LC Amendment Acceptance*

### To search LC Amendments:

1. Enter the search criteria, if required
2. 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 - Search Results

The screenshot displays the 'LC Amendment Acceptance' interface. At the top, there's a header with a back arrow and the title 'LC Amendment Acceptance' followed by 'GOODCARE PLC | \*\*\*\*044'. Below the header is a search bar containing 'GOODCARE PLC' and a search icon. To the right of the search bar is a 'Search' button. Below the search bar is a table with the following columns: 'Select', 'Amendment Number', 'Product Name', 'Applicant Name', 'LC Number', 'LC Amount', and 'Action'. The table contains 11 rows of data. Below the table is a 'Special Instructions' text area. At the bottom of the interface are three buttons: 'Approve', 'Reject', and 'Cancel'.

Select	Amendment Number	Product Name	Applicant Name	LC Number	LC Amount	Action
<input type="checkbox"/>	1 Amendment	Export Letter Of Credit	MARKS AND SPENCER	PK2ELAT221106507	£200.00	<a href="#">View</a>
<input type="checkbox"/>	3 Amendment	Export Letter Of Credit	Applicant Ltd	PK2ELAN221109567	\$11,000.00	<a href="#">View</a>
<input type="checkbox"/>	1 Amendment	Export Letter Of Credit	MARKS AND SPENCER	PK2ELAT221106002	£200.00	<a href="#">View</a>
<input type="checkbox"/>	1 Amendment	Export Letter Of Credit	MARKS AND SPENCER	PK2ELAT221106007	£200.00	<a href="#">View</a>
<input type="checkbox"/>	1 Amendment	Export Letter Of Credit	MARKS AND SPENCER	PK2ELAT221106017	£200.00	<a href="#">View</a>
<input type="checkbox"/>	1 Amendment	Export Letter Of Credit	MARKS AND SPENCER	PK2ELAT221106027	£200.00	<a href="#">View</a>
<input type="checkbox"/>	1 Amendment	Export Letter Of Credit	MARKS AND SPENCER	PK2ELAT221106022	£200.00	<a href="#">View</a>
<input type="checkbox"/>	1 Amendment	Export Letter Of Credit	MARKS AND SPENCER	PK2ELAT221106012	£200.00	<a href="#">View</a>
<input type="checkbox"/>	2 Amendment	Export Letter Of Credit	Applicant Ltd	PK2ELAN221109567	\$12,000.00	<a href="#">View</a>
<input type="checkbox"/>	1 Amendment	Export Letter Of Credit	MARKS AND SPENCER	PK2ELAT221106517	£200.00	<a href="#">View</a>

Special Instructions

Approve Reject Cancel

## Field Description

Field Name	Description
Search	This field allows the user to search the Export LC by entering the search criteria like Applicant Name, LC Number etc.
All Beneficiaries	The name of the beneficiary of the Export LC.
Search Results	This section displays the search results.
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.
View	Click the View link to view the export LC amendment screen.
Special Instructions	Any instructions provided to bank for LC is mentioned here.

3. Select the desired Amendment Number record.

4. In the **Special Instructions** field, enter the remarks/special instructions.
5. Click on the desired **View** link to view the export LC amendment screen.  
The amendment details appear.
6. Click **Approve** to accept the amendment.  
OR  
Click **Reject** to reject the amendment.  
OR  
Click **Cancel** to cancel the transaction. The **Dashboard** appears.

---

**Note:** If reduction in LC amount as part of LC Amendment is greater than the Available amount, system displays an error to user.

---

7. The success message initiation of LC Amendment Acceptance appears along with the reference number.
8. Click **Go to Dashboard**, to navigate to the dashboard.

## 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

Applicant

GOODCARE PLC

Address

12 King Street

Country

GREAT BRITAIN

Date of Application

31D Modified

40A

Type of Documentary Credit

Revolving

No

Cumulative

No

Transferable

No

59

Beneficiary Name

DEV Org

Address

DEVGB2L000

Gemini

area no 21

Country

GB

39C Modified

Additional Amount Covered

new amt coovered

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

31D

Date of Expiry

20 Jun 2019

32B

Place of Expiry

place new

39A

Under (%)

0

39C

Above (%)

10

41A

Credit Available By

Mixed Payment

42C

Drafts At

44C/44D Modified

Port of Discharge/Airport of Destination

df a

44E Modified

Port of Loading/Airport of Departure

dfdf a

44C/44D

Shipment

Date

44E

Latest Shipment Date

29 Mar 2019

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

44F Modified

Place of Final Destination/For Transportation

csdsdsf a

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



Documents

Compare with Previous Values

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

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

58A

Additional conditions  
rww amount

48

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

Incoterms

Instruction

Compare with Previous Values

Issuing Bank  
CITIGB2LRRR  
CITIBANK IRELAND  
CITIGB2LRRR  
new diamond area

49G

Special Payment Conditions for Beneficiary  
sdsds bene

49

Confirmation Instructions Modified

58A

Requested Confirmation Party  
COB

72Z

Sender to Receiver Information  
PHONBEN skdsffdf

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.

9. Click **Back**. The **LC Amendment Acceptance** screen with search result appears.

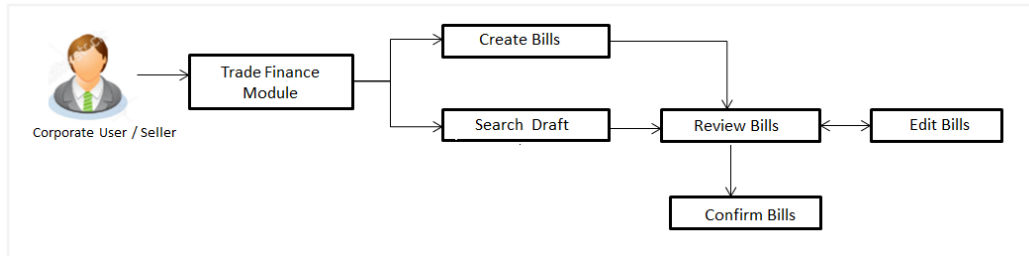
## 14. Initiate Bills

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

- a. Using existing Drafts
- b. 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*

### 14.1 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.

---

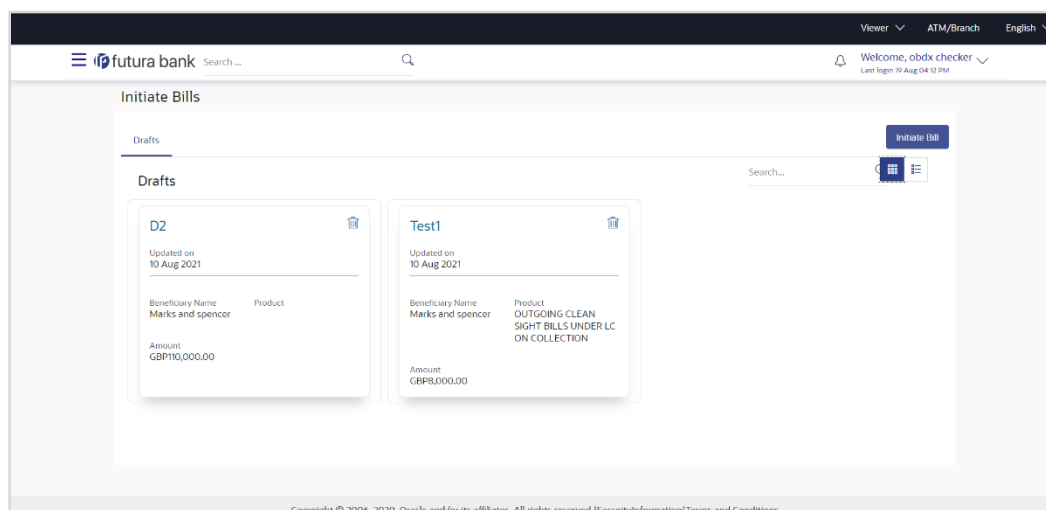
**Note:** Bill Application saved as **Draft** can be used only one time for Bill Application initiation.

---

#### 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 Results



### Field Description

Field Name	Description
<b>Search Results</b>	This section displays the search results.
<b>Draft Name</b>	The name of the Bill application saved as draft.
<b>Updated On</b>	The date on which the draft was saved.
<b>Beneficiary Name</b>	Displays the name of the beneficiary of the bill.
<b>Product</b>	Displays the product type as coming from Host.
<b>Amount</b>	Displays the bill amount.

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

OR

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

## 14.2 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

The screenshot displays the 'Initiate Bills' interface for 'GOODCARE PLC | \*\*\*044'. The 'LC Details' tab is selected, showing a form with the following sections:

- LC Details:** Includes a radio button for 'Do you wish to substitute Documents' (set to 'No'), a 'Lookup LC Reference' field with value 'PK2ELAC2125CD9J', and a 'Reset' button.
- Exporter & Importer Details:** A table-like structure with fields for:
  - Exporter Name: GOODCARE PLC
  - Importer Name: MARKS AND SPENCER
  - Address: 12 King Street
  - Country: United Kingdom
- Issuing Bank:** BARCLAYS PLC, BARCBG22.
- Customer Reference Number:** (Empty field)
- Bank Reference No:** DCNum1

At the bottom, there are three buttons: 'Next' (green), 'Save as Draft' (grey), and 'Cancel' (grey). The footer contains copyright information: 'Copyright © 2006, 2020, Oracle and/or its affiliates. All rights reserved. [SecurityInformation] Terms and Conditions'.

## 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	<p>The option, whether to allow the substitution of documents under Transferred LC or not.</p> <p>The options are:</p> <ul style="list-style-type: none"><li>• No</li><li>• Yes</li></ul>
Lookup Transfer LC Bill No.	<p>The option to select Transfer LC linked bill reference number, which is attached to the Bill.</p> <p>This field appears, if the user selects <b>Yes</b> option in <b>Do you wish to substitute Documents</b> field.</p>

Field Name	Description
<b>Parent Export LC No.</b>	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 <b>Yes</b> option in <b>Do you wish to substitute Documents</b> field.
<b>Outstanding LC Amount</b>	The outstanding LC amount.  This field appears, if the user selects <b>Yes</b> option in <b>Do you wish to substitute Documents</b> field.
<b>Lookup LC Reference No.</b>	The option to select LC reference number, which is attached to the Bill.  This field appears, if the user selects <b>No</b> option in <b>Do you wish to substitute Documents</b> field.
<b>Exporter &amp; Importer Details</b>	
<b>Exporter Name</b>	The name of Exporter party.
<b>Address</b>	The address of Exporter party.
<b>Country</b>	The country of Exporter party.
<b>Importer Name</b>	The name of Importer party.
<b>Address</b>	The address of Importer party.
<b>Country</b>	The country of Importer party.
<b>SWIFT Code</b>	The SWIFT code of issuing Bank.
<b>Issuing Bank Name</b>	The name of Bank who acts on behalf of Drawee.
<b>Address</b>	The address of Issuing Bank.
<b>Country</b>	The name of Issuing Bank's country.
<b>Customer Reference Number</b>	The user provided customer reference number for the transaction.
<b>Bank Reference Number</b>	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

Advanced Lookup

Bill Reference Number

Importer Name

Exporter Name

Bill Amount Range

From To

Bill Date Range

From To

Apply Cancel Reset

List of Bills

Bill Reference Number	Exporter Name	Importer Name	Release Against	Transaction Date	Bill Amount	Status
PK2TRNF21D50001	NATIONAL FREIGHT CORP	GOODCARE PLC	INCOMING DOCUMENTARY USANCE BILLS UNDER LC ON ACCEPTANCE	05 May 2021	GBP20,000.00	Active
PK1TRNF21D50004	FIXNETIX	NATIONAL FREIGHT CORP	INCOMING DOCUMENTARY USANCE BILLS UNDER LC ON ACCEPTANCE	05 May 2021	GBP4,000.00	Active

Download

### Field Description

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

Field Name	Description
<b>Transaction Date</b>	The date of the transaction.
<b>Bill Amount</b>	The Bill amount.
<b>Status</b>	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

#### Field Description

Field Name	Description
<b>Importer Name</b>	The name of Importer party.
<b>Exporter Name</b>	The name of Exporter party.

Field Name	Description
<b>Status</b>	The status of the LC. The options are: <ul style="list-style-type: none"> <li>• Partial</li> <li>• Full</li> <li>• Undrawn</li> </ul>
<b>Currency</b>	The currency of the bill.
<b>LC Amount Range</b>	The LC amount range.
<b>Search Results</b>	This section displays the search results.
<b>LC Number</b>	The LC reference number.
<b>Beneficiary Name</b>	The name of the beneficiary of the LC.
<b>Issue Date</b>	The issue date of the LC.
<b>Date of Expiry</b>	The expiry date for the LC.
<b>Exporter Name</b>	The name of Exporter party.
<b>Importer Name</b>	The name of Importer party.
<b>LC Status</b>	The status of the LC.
<b>LC Amount</b>	The LC amount.
<b>Outstanding Amount</b>	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.

#### **14.2.1 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

☒ LC Details
 ☒ **Bill Details**
☒ Assignee Details
 ☒ Forex Deals
 ☒ Goods and Shipment Details
 ☒ Discount
 ☒ Charges and Taxes
 ☒ Attachments

**Bill Details** [View Limits](#)

Payment Type  
☐ Sight ☒ Usance

Direct Dispatch  
☒ Yes ☐ No

Document Attached  
☒ Yes (Documentary) ☐ No (Clean)

Select Product  
 OUTGOING DOCUMENTARY USANCE BILLS UNDER LC ON ACC

Tenor  
 12

Base Date Description  
 After date of Bill Of Exchange

Base Date  
 4/20/2022

Bill Amount  
 USD 11,000.00

Local currency equivalent  
 GBP 4,343.53

Maturity Date  
 5/2/2022

Incoterms  
 Carriage and Insurance Paid (To) (named place of destination)

**Documents required-as per LC**

Name of Document	Document Reference Number	Originals	Copies	Original(First Mail)	C M
Bill of Lading details for the transctio		0/0	0	0 / 0	

**Additional documents**

Name of Document	Document Reference Number	Original(First Mail)	Copies(First Mail)	0
Document Name Insurance	5454545	0	0	

+ Add Document

Hey, I am here to help if you need it!

## Field Description

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

<b>Payment Type</b>	The type of payment associated with the Bill. The options are: <ul style="list-style-type: none"> <li>• Sight</li> <li>• Usance</li> <li>•</li> </ul>
---------------------	--

Field Name	Description
<b>View Limit</b>	Click the link to open the Facility Summary screen.
<b>Direct Dispatch</b>	<p>The option allows the user to select whether the bills to be dispatched directly or not.</p> <p>The options are:</p> <ul style="list-style-type: none"> <li>• Yes</li> <li>• No</li> </ul>
<b>Document Attached</b>	<p>It asks user if any document is a part of Bill.</p> <p>The options are:</p> <ul style="list-style-type: none"> <li>• Yes (Documentary)</li> </ul> <p>No (Clean) This field is enabled if <b>No</b> option is selected in <b>Direct Dispatch</b> field.</p>
<b>Select Product</b>	Indicates the product type as coming from Host based on the input parameters (Payment/ LC linkage /Customer ID).
<b>Tenor</b>	<p>The tenor of the Bill.</p> <p>This field is enabled if <b>Payment Type</b> is <b>Usance</b>.</p>
<b>Base Date Description</b>	This depicts the base code and its description. It describes what the chosen base date for application is.
<b>Base Date</b>	The date to be considered as base date for Bill application.
<b>Bill Amount</b>	The bill amount.
<b>Bill Currency</b>	The base currency in which Bill is originated.
<b>Local Currency Equivalent</b>	The Bill amount in local currency.
<b>Maturity Date</b>	The tenor added to the base date, when the Bill ceases to exist.
<b>Incoterm</b>	Indicates the INCO terms for the LC application.
Below Tenor related fields appear if the user selects <b>Multi Tenor</b> option in <b>Payment Type</b> field.	
<b>Serial No.</b>	The serial number of the tenor record.

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

#### **Documents required – as per LC**

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

<b>Name of Document</b>	Name of the document to be sent along with the LC.
<b>Document Reference Number</b>	Reference number of the document.
<b>Original (First Mail)</b>	<p>The required number of original documents required for the selected document from first mail.</p> <p>It is provided as m/n, where m out of n available documents would be submitted to bank.</p>
<b>Copies (First Mail)</b>	The required number of copies required for the selected document from first mail.
<b>Original (Second Mail)</b>	<p>The required number of original documents required for the selected document from second mail.</p> <p>It is provided as m/n, where m out of n available documents would be submitted to bank.</p>
<b>Copies (Second Mail)</b>	The required number of copies required for the selected document from second mail.

Field Name	Description
<b>Clause</b>	The clauses maintained in the bank application for each of the document. A document can have multiple clauses.
<b>View Clause</b>	The link to view the clause maintained in the bank application for each of the document or to modify as per needs.

#### 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.

<b>Clause</b>	The name of the clause.
<b>Clause Description</b>	The description and number of the selected clause.

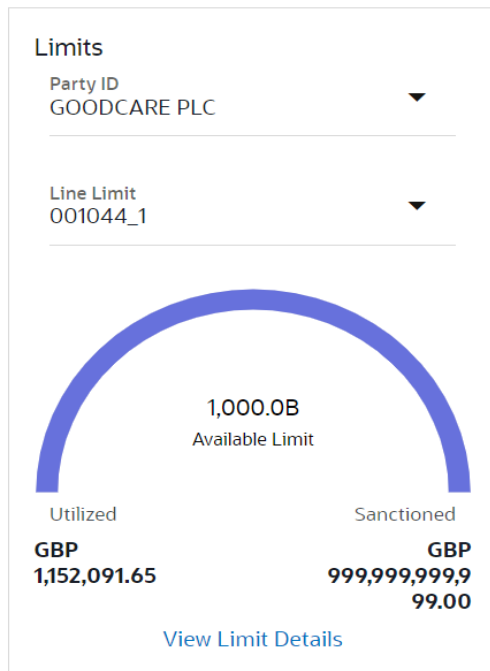
#### Additional Documents

Click **Add Document** to add multiple additional documents.

<b>Document Name</b>	Displays the lists of all the documents required to be represented.
<b>Original (First Mail)</b>	Displays the number “n” out of “m” original documents of the first mail that will be provided to bank.
<b>Copies (First Mail)</b>	Displays the number of copies of the first mail, that will be submitted as a set of documents for Bill.
<b>Original (Second Mail)</b>	Displays the number “n” out of “m” original documents of the second mail that will be provided to bank.
<b>Copies (Second Mail)</b>	Displays the number of copies of the first mail, that will be submitted as a set of documents for Bill.
<b>Clause</b>	Displays the default description of clauses, however user can modify the same.

12. Select the appropriate option from **Payment Type** field.
13. 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.


## Limits



## Field Description

Field Name	Description
Party ID	The party Id of the LC product.
Line Limit	Indicates the available limits for Accountee under the selected Line.

- From the **Party ID** list, select the appropriate party Id.
  - From the **Line Limit** list, select the appropriate limit.  
The bottom graph appears.
- Select the appropriate option from **Direct Dispatch** field.
  - Select the appropriate option from **Document Attached** field to confirm any documents a part of a Bill.
  - From the **Select Product** list, select the appropriate option.
  - If you select **Sight** and **Usance** option in Payment Type field;
    - From the **Base Date Description** list, select the appropriate option.
    - From the **Base Date** field, select the appropriate date.
    - In the **Bill Amount** field, enter the bill amount.
  - If you select **Multi Tenor** option in **Payment Type** field;
    - 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.
19. 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.
  20. In the **Document Reference Number** field, enter the reference number of the document.
  21. In the **Original (First Mail)/ (Second Mail)** fields, enter the number of originals required for the selected document.
  22. In the **Copies (First Mail)/ (Second Mail)** fields, enter the number of copies required for the selected document.
  23. 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.
  24. From the **Incoterm** list, select the appropriate option.
  25. 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.

### **14.2.2 Initiate Bills – Assignee Details tab**

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

## Assignee Details tab

## Field Description

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



### 14.2.3 Add Assignee Details

This tab allows the user to add the assignee details, if the assignee is not already added.

#### Add Assignee Details

The screenshot shows the 'Initiate Bills' screen for 'GOODCARE PLC | \*\*\*044'. The 'Assignee Details' tab is selected in the sidebar. The main content area displays a message: 'Currently, there are no assignee attached with this contract'. Below this message is a dashed box containing a plus icon and the text 'Add Assignee Details'. At the bottom of the main content area is a button labeled 'Add Assignee'. The bottom section of the screen contains buttons for 'Next', 'Save as Draft', 'Cancel', and 'Back'. A 'Help' button is located in the bottom right corner.

26. Click the **Add Assignee Details** link or click **Add Assignee** button, to add the assignee details. The Add Assignee overlay screen appears.

#### Add Assignee Details

The screenshot shows the 'Add Assignee Details' overlay screen. The 'Assignee' section has two radio buttons: 'New' (selected) and 'Existing'. The form fields are as follows:

- Name: John Smith
- Account Type: ☐ Internal ☒ External
- Address: 20 Park Street, Sea View Complex
- New York
- 10000023
- Country: United States (dropdown menu)
- Account Number: \*\*\*\*\*
- Confirm Account Number: \*\*\*\*\*
- Amount in: ☒ Value ☐ Percentage
- Assignee Amount: USD0.00
- Bank Details: ☒ SWIFT Code ☐ Name & Address
- CITIBANK ENGLAND  
CITIGB2LNNN (Reset button)
- Address: CITIGB2LNNN  
london park 35  
new tech area

At the bottom of the form are buttons for 'Save', 'Close', and 'Reset'. A 'Help' button is located in the bottom right corner.

## Field Description

Field Name	Description
<b>Assignee</b>	Indicates assignee type. The options are: <ul style="list-style-type: none"><li>• Existing</li><li>• New</li></ul>
Following fields appear if you select <b>Existing</b> option from <b>Assignee</b> field.	
<b>Assignee Name</b>	The name of assignee. This field allows you to select the assignee name.
<b>Name</b>	The name is displayed according to the selected assignee.
<b>Account Type</b>	The assignee account type is displayed as Internal or External.
<b>Account Number</b>	The account number of the assignee is displayed.
<b>Currency</b>	The currency of the assignee account.
<b>Address</b>	The address of assignee is displayed.
<b>SWIFT Code</b>	The SWIFT code of assignee Bank is displayed.
<b>Bank Name</b>	The assignee bank name is displayed.
<b>Bank Address</b>	The bank address of the assignee Bank is displayed.
Following fields appear if you select <b>New</b> option from <b>Assignee</b> field.	
<b>Name</b>	The name the assignee.
<b>Account Type</b>	The assignee account type. The options are: <ul style="list-style-type: none"><li>• Internal</li><li>• External</li></ul>
<b>Address</b>	The bank address of the assignee Bank. This field appears if you select <b>External</b> option from Account <b>Type</b> field.

Field Name	Description
<b>Country</b>	The country of assignee. This field appears if you select <b>External</b> option from Account <b>Type</b> field.
<b>Account Number</b>	The account number of the assignee.
<b>Confirm Account Number</b>	Re-enter the account number to confirm the account.
<b>Address</b>	The address of assignee. This field is displayed, if you select <b>Existing</b> option from <b>Assignee</b> field. This field appears if you select <b>New</b> option from <b>Assignee</b> field.
<b>Country</b>	The country of assignee.
<b>SWIFT Code</b>	The SWIFT code of assignee Bank.
<b>Bank Address</b>	The bank address of the assignee Bank.
<b>Account Number</b>	The account number of the assignee. This field is displayed, if you select <b>Existing</b> option from <b>Assignee</b> field.
<b>Amount In</b>	The amount in assignee account. The options are: <ul style="list-style-type: none"> <li>• Value</li> <li>• Percentage</li> </ul>
<b>Assignee Amount</b>	The user can enter the amount. This field is appears if <b>Value</b> option is selected in the <b>Amount In</b> field.
<b>Percentage</b>	The percentage of assignee amount. This field appears if <b>Percentage</b> option is selected in the <b>Amount</b> field.

Field Name	Description
<b>Bank Details</b>	<p>The option to select the bank details.</p> <p>The options are:</p> <ul style="list-style-type: none"> <li>• SWIFT Code</li> <li>• Name and Address</li> </ul> <p>This field appears if you select <b>External</b> option from <b>Account Type</b> field.</p>
<b>Name &amp; Address</b>	The bank address of the assignee Bank.
<b>SWIFT Code</b>	The SWIFT code of assignee Bank.
<b>Lookup SWIFT Code</b>	<p>Search and select the SWIFT code of the assignee bank, available in the application.</p> <p>This field is enabled if the <b>SWIFT Code</b> option is selected in the <b>Bank Details</b> field.</p>
<b>SWIFT code Look up</b>	
The following fields appear on a pop up window if the <b>Lookup SWIFT Code</b> link is clicked.	
<b>Swift Code</b>	The facility to lookup bank details based on SWIFT code.
<b>City</b>	The facility to search for the SWIFT code based on city.
<b>Bank Name</b>	The facility to search for the SWIFT code based on the bank name.
<b>Search Results SWIFT Code Lookup</b>	This section displays the SWIFT Code Lookup search results.
<b>Bank Name</b>	The names of banks as fetched on the basis of the search criteria specified.
<b>Address</b>	The complete address of each bank as fetched on the basis of the search criteria specified.
<b>SWIFT Code</b>	The list of SWIFT codes as fetched on the basis of the search criteria specified.
<b>Name</b>	<p>The name of Bank who acts on behalf of Assignee.</p> <p>This field is enabled if the <b>Name &amp; Address</b> option is selected in the <b>Bank Details</b> field.</p>

Field Name	Description
<b>Address</b>	The address of Assignee Bank. This field is enabled if the <b>Name &amp; Address</b> option is selected in the <b>Bank Details</b> field.
<b>Country</b>	The name of Assignee Bank's country. This field is enabled if the <b>Name &amp; Address</b> option is selected in the <b>Bank Details</b> field.

27. In the **Assignee** field, select the appropriate option.

- a. If you select **Existing** option:
  - i. From the **Assignee Name**, select the appropriate option.
  - b. If you select **New** option:
    - i. In the **Name** list, enter the name of the assignee.
    - ii. From the **Account Type** list, select the appropriate option, if you select **External** option enter the **Address** and **Country** and **Bank Details/ SWIFT Code** of the assignee.
    - iii. In the **Account Number** field, enter the account number.
    - iv. Re-enter the account number to confirm the account.

28. In the **Amount In** field, select the appropriate option:

- i. If you have selected **Values** option, enter the value in **Assignee Amount** field.
- ii. If you have selected **Percentage** option, enter the value in Percentage field.

29. 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.

#### **14.2.4 Initiate Bills – Forex Deals**

This tab allows the user to link forex deals.

## Initiate Bills – Forex Deals

Search ...

Welcome, abdx checker
  
Last login 15 Nov 11:14 AM

- Bill Details
- Assignee Details
- Forex Deals**
- Goods & Shipment Details
- Discount
- Charges
- Attachments

Forex Reference Number

Link Forex Deals

Search...

Total Bill Amount						USD1,210,000.00	
Forex Reference Number	Expiry Date	Exchange Rate	Sell Amount	Buy Amount	Linked Amount		
<input type="checkbox"/> PK2FXF1200764512	30 Jun 2021	1.33	GBP75,187.97	USD100,000.00			
<input type="checkbox"/> PK2FXF1200767005	24 Sep 2021	1.43	GBP286,000.00	USD408,980.00			
<input checked="" type="checkbox"/> PK2FXF1200767007	27 Aug 2021	1.43	GBP699.30	USD1,000.00	12000		
<input type="checkbox"/> PK2FXF1200766507	29 Jul 2021	1.43	GBP97,202.80	USD139,000.00			
<input type="checkbox"/> PK2FXF1200766007	24 Dec 2021	1.43	GBP1,598,601.40	USD2,000,000.00			
<input type="checkbox"/> PK2FXF1200766508	30 Jun 2021	1.43	GBP92,307.69	USD132,000.00			
<input type="checkbox"/> PK2FXF1200766509	30 Jul 2021	1.43	GBP518,890.00	USD456,012.70			

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

Total Selected Deals

1

Total Linked Amount

USD0.00

Next

Save as Draft


Cancel

Back

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## Field Description

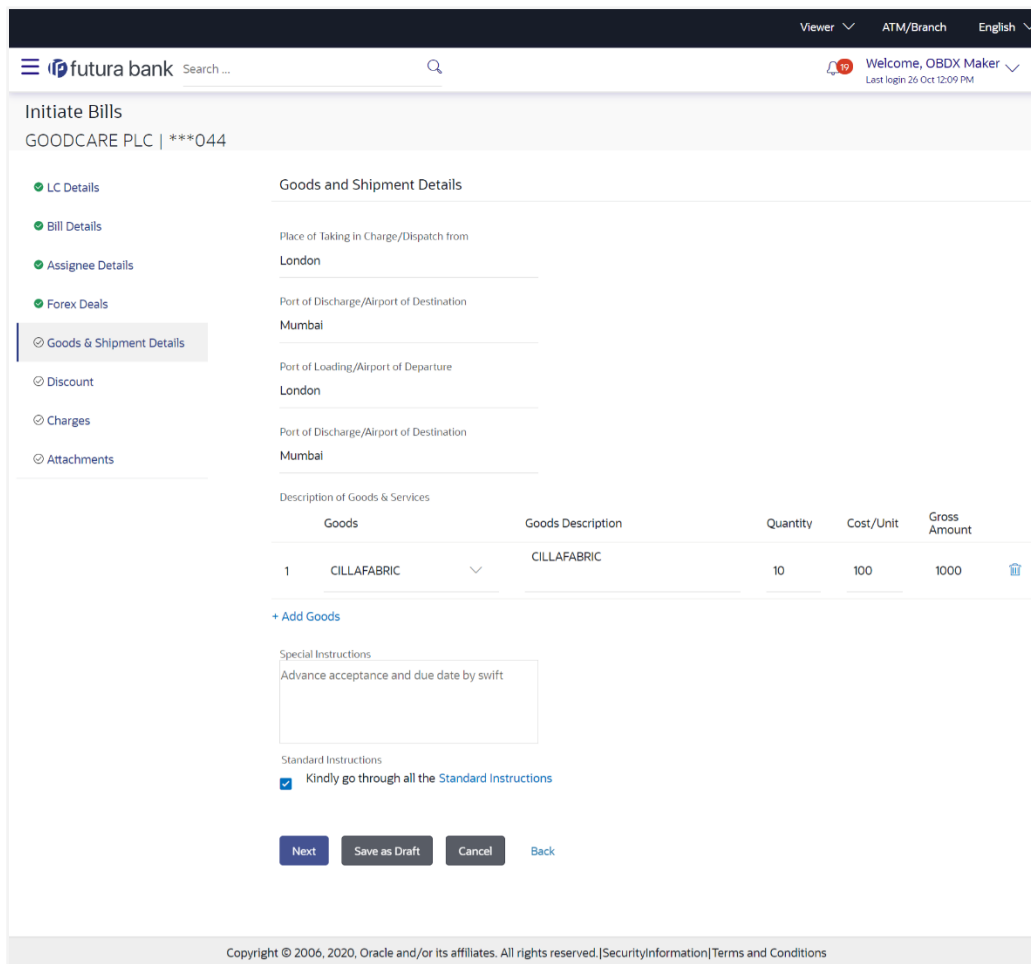
Field Name	Description
<b>Total Bill Amount</b>	Displays the total bill amount.
<b>Forex Reference Number</b>	The deal reference number of the forex deal.
<b>Expiry Date</b>	The expiry date of the forex deal.
<b>Exchange Rate</b>	The exchange rate for the forex deal.
<b>Sell Amount</b>	The selling amount of the deal.
<b>Buy Amount</b>	The buying amount of the deal.
<b>Linked Amount</b>	The amount to be linked in the forex deal.
<b>Total Selected Deals</b>	Displays the total selected deals.
<b>Total Linked Amount</b>	Displays the total Linked Amount.

30. Enter the **Forex Reference Number** in the search field and click . The searched **Deal Reference Number** record details appear.  
OR  
Click the check box to select the required searched **Deal Reference Number** record.
31. In the **Linked Amount** field, enter the linked amount.
32. 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.

### 14.2.5 Initiate Bills – Goods & Shipment Details tab

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

#### Initiate Bills - Shipment Details tab



The screenshot shows the 'Initiate Bills' application in the Futura Bank system. The user is logged in as 'Welcome, OBDX Maker' with a last login time of 26 Oct 12:09 PM. The application is for 'GOODCARE PLC | \*\*\*044'. The 'Goods & Shipment Details' tab is selected in the left sidebar. The main form contains the following details:

- Goods and Shipment Details**
  - Place of Taking in Charge/Dispatch from: **London**
  - Port of Discharge/Airport of Destination: **Mumbai**
  - Port of Loading/Airport of Departure: **London**
  - Port of Discharge/Airport of Destination: **Mumbai**
- Description of Goods & Services**

Goods	Goods Description	Quantity	Cost/Unit	Gross Amount
1 CILLAFABRIC	CILLAFABRIC	10	100	1000

[+ Add Goods](#)
- Special Instructions**

Advance acceptance and due date by swift
- Standard Instructions**

☒ Kindly go through all the [Standard Instructions](#)

At the bottom, there are four buttons: **Next**, **Save as Draft**, **Cancel**, and **Back**.

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## Field Description

Field Name	Description
<b>Place of Taking in Charge/ Dispatch from</b>	The place from where shipment will be done.
<b>Port of Final Destination/ For Transportation to</b>	The place where goods will be offloaded from ship.
<b>Port of Loading/ Airport of Departure</b>	The place of dispatch or loading on board of the goods.
<b>Port of Discharge/ Airport of Destination</b>	The port of discharge of goods.
<b>Description of Goods &amp; Services</b>	
Section to add or remove the goods for shipment.	
<b>Sr No</b>	The serial number of goods.
<b>Goods</b>	The type of good being shipped has to be chosen.
<b>Goods Description</b>	The description of goods.
<b>Quantity</b>	The number of units of the goods
<b>Cost/ Unit</b>	The price per unit of the goods.
<b>Gross Amount</b>	The total price of the goods.
<b>Special Instructions</b>	The special instructions that is to be provided against the shipment.

33. In the **Place of Taking Charge/ Dispatch From** field, enter the name of the place where the goods are to be received.
34. In the **Port of Discharge/ Airport of Destination** field, enter the name of the place for delivery of goods.
35. 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.
36. In the **Port of Discharge / Airport of Destination** field, enter the name of the place for delivery of goods.
37. 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

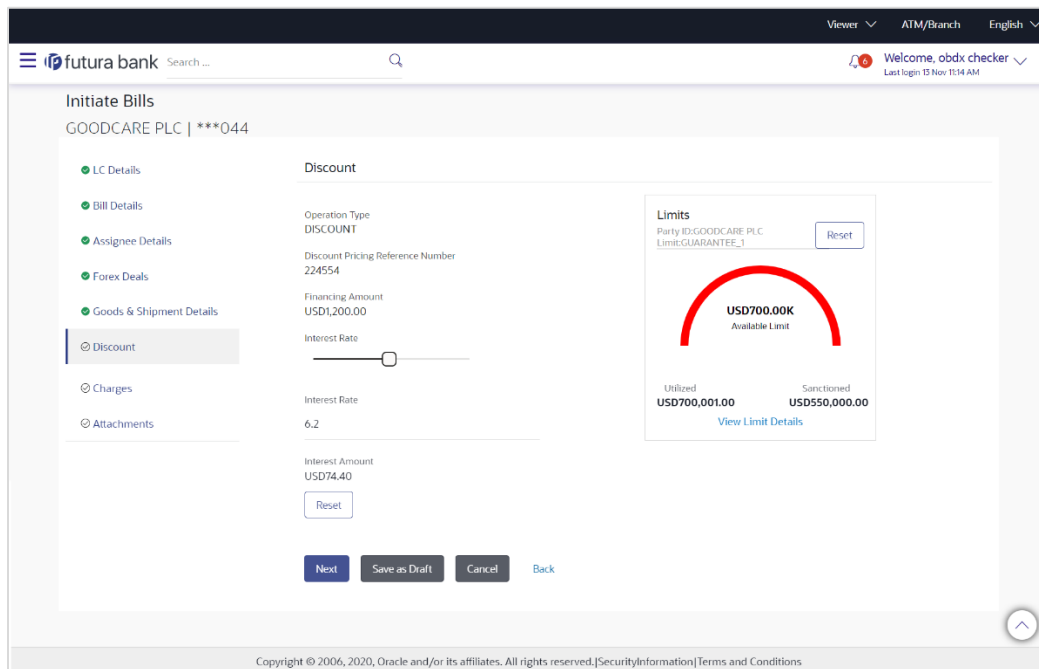
Click  delete the goods record.

38. In the **Special Instructions** field, enter special instructions if any.
39. Select the **Kindly Go through all the Standard Instructions**, check box.
40. Click the Standard **Instructions** link to view the customer instructions maintained by bank from back office.
41. 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.

### 14.2.6 **Initiate Bills - Discount tab**

This tab allows the corporate user to request for Confirmation and Discounting Pricing details.

#### **Initiate Bills - Discount tab**



#### **Field Description**

Field Name	Description
Operation Type	Indicates the operation type required in the contract.

Field Name	Description
<b>Discounting Reference Number</b>	The discount reference number. This field appears, if the operation type is "Discount".
<b>Financing Amount</b>	The financing amount.
Below fields appear, if you click the <b>Fetch Interest</b> button.	
<b>Interest Rate</b>	The slider to increase or decrease interest rate. This field appears, if the operation type is "Discount".
<b>Interest Rate</b>	The interest rate
<b>Interest Amount</b>	Displays the description charges applicable.

42. In the **Discounting Reference Number** field, enter the discounting reference number.
43. In the **Financing Amount** field, enter the financing amount.
44. Click **Fetch Interest**. The Interest Rate and Interest Amount field appears.  
OR  
Click **Reset** to clear the entered details.
45. Move the **Interest Rate** slider to increase or decrease the interest rate.
46. 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.
47. (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.

### 14.2.7 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 | \*\*\*Q44

Charges & Taxes

Charges

Account No	Description of Charges	Amount
xxxxxxxxxxxx0017	BC COURIER CHARGES	GBP 100.00
Balance		GBP 999999999.891,251,200.00
xxxxxxxxxxxx0019	BC SWIFT CHARGES	GBP 150.00
Balance		GBP 1,000,000,000.000,000,000.00
xxxxxxxxxxxx0017	BC SWIFT CHARGES	GBP 150.00
Balance		GBP 999999999.891,251,200.00
xxxxxxxxxxxx0017		
Balance		GBP 999999999.891,251,200.00
<b>Total Charges</b>		<b>GBP 1,200.00</b>

Taxes

Account No	Description of Taxes	Amount
xxxxxxxxxxxx0019	BCTAX1	GBP 3.00
xxxxxxxxxxxx0019	BCTAX2	GBP 2.00
<b>Total Taxes</b>		<b>GBP 5.00</b>

Next Save as Draft Cancel Back

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## Field Description

Field Name	Description
<b>Charges</b>	
<b>Account No.</b>	The applicant charge account.
<b>Description of Charges</b>	The description of the charges.
<b>Amount</b>	The amount that is maintained under the charge.
<b>Total Amount</b>	Displays the total amount of charges.
<b>Taxes</b>	
<b>Account No</b>	The applicant tax account.

Field Name	Description
<b>Description of Taxes</b>	Displays the description of taxes applicable.
<b>Amount</b>	Displays the amount of taxes.
<b>Total Taxes</b>	Displays the total amount of taxes.

48. From the **Account No.** list, select the applicant account.
49. 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.

**Note:** If there is a Relationship pricing maintained for the customer, the same would be reflected in the charges instead of the standard pricing.

## 14.2.8 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 shows the 'Initiate Bills' interface for Gloria Rodrigues. The 'Attachments' tab is active, showing a file upload area and a list of attachments. The interface includes a sidebar with navigation options and a footer with copyright information.

## Field Description

Field Name	Description
<b>Attachments</b>	Click to browse and select the file to be uploaded or drag and drop the file to be uploaded. <hr/> <b>Note:</b> File size should not be more than 5 MB. Supported file types: .jpeg, .png, .doc, .pdf, .txt, .zip. Multiple files can be uploaded at a time. <hr/>

## Documents List

Documents list have the list of documents.

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

50. Click **Drop Files** to browse and select the required document present on your computer. The Attach Document popup window appears.
51. Select the required document present on your computer to upload.
52. From the **Document Category** select the appropriate option.
53. From the **Document Type** select the appropriate option.
54. In the **Add Remarks** field add notes for attaching documents.
55. Select and click **Delete** to remove the required attached document.
56. Select the **I accept the Terms and Conditions** check box to accept the Terms and Conditions.
57. 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.
58. The success message initiation of Bills appears along with the reference number. Click **OK** to complete the transaction.

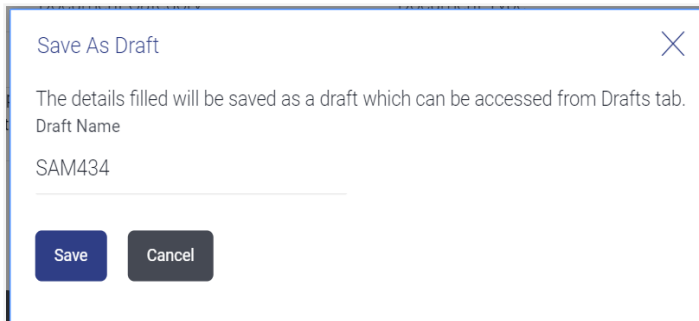
## 14.3 Save As Draft

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

A dialog box titled "Save As Draft" with a close button (X) in the top right corner. The text inside says "The details filled will be saved as a draft which can be accessed from Drafts tab." Below this, there is a label "Draft Name" and a text input field containing "SAM434". At the bottom, there are two buttons: "Save" (blue) and "Cancel" (grey).

### Field Description

Field Name	Description
<b>Draft Name</b>	Name of the draft.

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

---

Note: You cannot save Draft with an attachment.

---

## 15. Modify Bills

Using this option, you can modify the details of existing bills. You can search the required bill using different search criteria and download the bill list in different file formats.


### Pre-Requisites

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

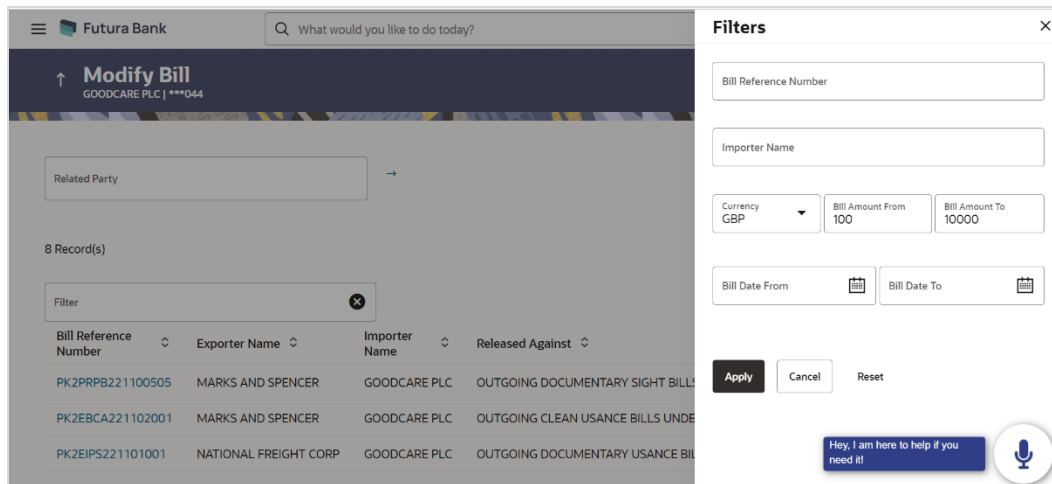
### How to reach here:

*Dashboard > Toggle menu > Trade Finance > Letter of Credit > Export Letter of Credit > Modify Bill*

### To modify the Bill:

1. The **Modify Bill** screen appears.
2. Click  to filter based on the filter criteria. The Filter overlay screen appears.

### Modify Bill



The screenshot shows the 'Modify Bill' interface in Futura Bank. The main panel displays a table with 8 records. The 'Filters' overlay is active on the right, showing search criteria for Bill Reference Number, Importer Name, Currency (GBP), Bill Amount Range (100 to 10000), and Bill Date Range. The table columns are Bill Reference Number, Exporter Name, Importer Name, and Released Against.

Bill Reference Number	Exporter Name	Importer Name	Released Against
PK2PRPB221100505	MARKS AND SPENCER	GOODCARE PLC	OUTGOING DOCUMENTARY SIGHT BILLS
PK2EBCA221102001	MARKS AND SPENCER	GOODCARE PLC	OUTGOING CLEAN USANCE BILLS UNDER
PK2EIPS221101001	NATIONAL FREIGHT CORP	GOODCARE PLC	OUTGOING DOCUMENTARY USANCE BILLS

### Field Description

Field Name	Description
Bill Reference Number	The export bill reference number, which is attached to the Bill.
Importer Name	The name of Importer party.
Currency	The currency of the bill.
Bill Amount Range From	The start of the bill amount range used for searching the bill.

**Field Name****Description**

**Bill Amount Range To** The end of the bill amount range used for searching the bill.

**Bill Date Range From** The start date of the bill date range used for searching the bill.

**Collection Date To** The end date of the bill date range used for searching the bill.

3. Enter the filter criteria.

4. Click **Apply**.

The **Modify Bill** screen appears with the search results.

OR

Click **Reset** to reset the search criteria.

**Modify Bill – Search Results**

**Modify Bill**  
GOODCARE PLC | \*\*\*044

Related Party

36 Record(s) Filters Download Manage Columns

Filter

Bill Reference Number	Exporter Name	Importer Name	Released Against	Transaction Date
PK2ESUC221106501	MARKS AND SPENCER	GOODCARE PLC	OUTGOING DOCUMENTARY SIGHT BILLS UNDER LC ON COLLECTION	4/20/2022
PK2ESUC221107004	MARKS AND SPENCER	GOODCARE PLC	OUTGOING DOCUMENTARY SIGHT BILLS UNDER LC ON COLLECTION	4/20/2022
PK2EUUA221107501	MARKS AND SPENCER	GOODCARE PLC	OUTGOING DOCUMENTARY USANCE BILLS UNDER LC ON ACCEPTANCE	4/20/2022
PK2ESUC221107001	MARKS AND SPENCER	GOODCARE PLC	OUTGOING DOCUMENTARY SIGHT BILLS UNDER LC ON COLLECTION	4/20/2022
PK2ESUC221107010	MARKS AND SPENCER	GOODCARE PLC	OUTGOING DOCUMENTARY SIGHT BILLS UNDER LC ON COLLECTION	4/20/2022
PK2ESUC221107521	MARKS AND SPENCER	GOODCARE PLC	OUTGOING DOCUMENTARY SIGHT BILLS UNDER LC ON COLLECTION	4/20/2022
PK2ESUC221107524	MARKS AND SPENCER	GOODCARE PLC	OUTGOING DOCUMENTARY SIGHT BILLS UNDER LC ON COLLECTION	4/20/2022
PK2ESUC221107526	MARKS AND SPENCER	GOODCARE PLC	OUTGOING DOCUMENTARY SIGHT BILLS UNDER LC ON COLLECTION	4/20/2022
PK2ESUC221107033	MARKS AND SPENCER	GOODCARE PLC	OUTGOING DOCUMENTARY SIGHT BILLS UNDER LC ON COLLECTION	4/20/2022
PK2ESUC221107025	MARKS AND SPENCER	GOODCARE PLC	OUTGOING DOCUMENTARY SIGHT BILLS UNDER LC ON COLLECTION	4/20/2022
PK2ESUC221107028	MARKS AND SPENCER	GOODCARE PLC	OUTGOING DOCUMENTARY SIGHT BILLS UNDER LC ON COLLECTION	4/20/2022

Total Equivalent Outstanding Amount GBP 1,268,000.00

ⓘ 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.

Hey, I am here to help if you need it!



## Field Description

Field Name	Description
<b>List of Bills</b>	This section displays the list of bills.
<b>Bill Reference Number</b>	The export bill reference number.
<b>Importer Name</b>	The name of Importer party.
<b>Exporter Name</b>	The name of Exporter party.
<b>Release Against</b>	The LC against which the bill is released.
<b>Transaction Date</b>	The date of the transaction.
<b>Bill Amount</b>	The Bill amount.
<b>Equivalent Bill Amount</b>	The equivalent bill amount.
<b>Status</b>	The status of the bill.

5. Click the **Download** to download the bill list. You can download the list in PDF or CSV formats.
6. Click on the **Manage Column** to setup a column preferences by rearranging or removing columns.
7. Click the required link in the **Bill Reference Number** column. The **Modify Bill** details screen appears with the details of the selected Export Bill. By default, **Discount** tab appears.

**Note:** If there is a Relationship pricing maintained for the customer, the same would be reflected in the charges instead of the standard pricing.

## 15.1 Modify Bills - Discount

## Modify Bills - Discount

The screenshot displays the 'Modify Bills' interface for 'NATIONAL FREIGHT CORP | \*\*\*153'. The form includes the following fields and sections:

- Party Name:** NATIONAL FREIGHT CORP
- Export Bill Reference No.:** PK2ESUC21251006 (ACTIVE)
- Product Name:** OUTGOING DOCUMENTARY SIGHT BILLS UNDER LC ON COLLECTION
- Outstanding Amount:** USD10,000.00
- More Information:** A link to view more details.
- Discount Section:**
  - Operation Type:** COLLECTION
  - Do you wish to apply for Discounting:** Yes (selected), No
  - Discount Pricing Reference Number:** 4442
  - Financing Amount:** USD1,200.00
  - Interest Rate:** 5
  - Interest Amount:** GBP5.00
  - Reset** button
- Limits Section:**
  - Party ID:** GOODCARE PLC
  - Limits:** 01044\_1
  - Reset** button
  - Gauge:** Shows 'USD0.00B Available Limit'.
  - Utilized:** GBP209,202.00
  - Sanctioned:** GBP999,999,999,999.00
  - View Limit Details** link
- Navigation:** Next, Cancel, Back buttons.
- Footer:** Copyright © 2006, 2020, Oracle and/or its affiliates. All rights reserved. [Security|Information] Terms and Conditions

## Field Description

Field Name	Description
<b>Party Name</b>	The name of the applicant is displayed.
<b>Export Bill Reference No.</b>	The export bill reference number.
<b>Product Name</b>	The export bill product name under which the LC is created.
<b>Outstanding Amount</b>	Displays the outstanding amount of the export bill.
<b>Maturity Date</b>	The maturity date of the export Bill. This field appears if the user click on <b>More Information</b> link.
<b>Linked to LC</b>	Displays the reference number of the LC. This field appears if the user click on <b>More Information</b> link.
<b>Operation Type</b>	Indicates the operation type required in the contract.
<b>Do you wish to apply for Discounting</b>	Indicates the option, whether to apply for discounting or not.

Field Name	Description
<b>Discounting Reference Number</b>	The discount reference number. This field appears, if the operation type is "Discount".
<b>Financing Amount</b>	The financing amount.
Below fields appear, if you click the <b>Fetch Interest</b> button.	
<b>Interest Rate</b>	The slider to increase or decrease interest rate. This field appears, if the operation type is "Discount".
<b>Interest Rate</b>	The interest rate
<b>Interest Amount</b>	Displays the description charges applicable.

8. In the **Do you wish to apply for Discounting** field, select the appropriate option.

9. If you select **Yes** option:

- a. In the **Discounting Reference Number** field, enter the discounting reference number.
- b. In the **Financing Amount** field, enter the financing amount.
- c. Click **Fetch Interest**. The Interest Rate and Interest Amount field appears.  
OR  
Click **Reset** to clear the entered details.

10. Click **Next** to save the details entered and proceeds to next level of details.  
OR  
Click **Cancel** to cancel the transaction, The Dashboard appears.  
OR  
Click **Back** to go back to previous screen.

### **15.1.1 Modify Bills – Forex Deals**

This tab allows the user to link forex deals. This tab allows the corporate user to provide a Deal Reference Number and the FX rate on the screen, when they do not have any pre-booked deal to be used or an existing deal. The user can pass these details to the bank.

Bill settlement using deal is available to maker and approver users in maker activity log and pending approval details section to re-initiate and approve the transactions respectively.

## Modify Bills – Forex Deals

futura bank

Search ...

Welcome, Obdx check  
Last login 11/17/22, 11:00 AM

Modify Bills

Gloria Rodrigues | \*\*\*044

View Bill Details

Party Name

Gloria Rodrigues

Export Bill Reference No.

PK2ESU1211257001 ACTIVE

Product Name

OUTGOING DOCUMENTARY SIGHT  
BILLS UNDER LC ON NEGOTIATION

Outstanding Amount

USD 1,000.00

More Information

Discount

Forex Deals

Charges

Attachments

Forex Deals

Link Forex Deals

Search...

Total Bill Amount		USD 1,000.00			
Forex Reference Number	Expiry Date	Exchange Rate	Sell Amount	Buy Amount	Linked Amount
<input type="checkbox"/> <a href="#">PK2FXF1200764512</a>	6/30/21	1.33	GBP 75,187.97	USD 100,000.00	
<input type="checkbox"/> <a href="#">PK2FXF1200767005</a>	9/24/21	1.43	GBP 286,000.00	USD 408,980.00	
<input type="checkbox"/> <a href="#">PK2FXF1200767007</a>	8/27/21	1.43	GBP 699.30	USD 1,000.00	
<input type="checkbox"/> <a href="#">PK2FXF1200766507</a>	7/29/21	1.43	GBP 97,202.80	USD 139,000.00	
Total Selected Deals		Total Linked Amount			
0		USD 0.00			

Next

Cancel


Back

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### Field Description

Field Name	Description
Deal reference Number	The deal reference number of the forex deal to be entered, when pre-booked deal is not available or the user do not want to use an existing deal.
Exchange Rate	The exchange rate for the forex deal.
Total Bill Amount	Displays the total bill amount.
Forex Reference Number	The deal reference number of the bill.
Expiry Date	The expiry date of the forex deal.
Exchange Rate	The exchange rate of the forex deal.

Field Name	Description
<b>Sell Amount</b>	The selling amount of the forex deal.
<b>Buy Amount</b>	The buying amount of the forex deal.
<b>Linked Amount</b>	The amount to be linked in the forex deal.
<b>Total Selected Deals</b>	Displays the total selected deals.
<b>Total Linked Amount</b>	Displays the total Linked Amount linked in the forex deal.

11. In the **Deal Reference Number** field, enter the deal reference number.
12. In the **Exchange Rate** field, enter the exchange rate.
13. Enter the **Forex Reference Number** in the search field and click . The searched **Deal Reference Number** record details appear.  
OR  
Click the check box to select the required searched **Deal Reference Number record**.
14. In the **Linked Amount** field, enter the linked amount.
15. Click **Next** to save the details entered and proceeds to next level of details.  
OR  
Click **Cancel** to cancel the transaction, The Dashboard appears.  
OR  
Click **Back** to go back to previous screen.

### 15.1.2 Modify Bills - Charges

This tab lists charges and Taxes against bills.

16. Click **Charges** tab. The **charges and taxes** in the **Modify Bills** screen.  
OR  
Click **Back**. The **Modify Bills** screen appears.

## Modify Bills - Charges

futura bank

Search ...

Welcome, Obdx checkr 

Last login 8/29/22, 4:28 PM

Modify Islamic Bill

GOODCARE PLC | \*\*\*044

View Bill Details

Party Name

GOODCARE PLC

Export Bill Reference No.

PK2EBCA21I257502 

ACTIVE

Product Name

OUTGOING CLEAN USANCE BILLS UNDER LC ON ACCEPTANCE

Outstanding Amount

GBP 10,000.00

More Information

Discount

Forex Deals

Charges

Attachments

Charges, Commissions & Taxes

Charges

Account No	Description of Charges	Amount
xxxxxxxxxxxx1039		
Balance	IB COURIER FEES	GBP 100.00
GBP 1,000,000,000,000,000,000.00		
xxxxxxxxxxxx1039		
Balance	BILL OPENING FEES	GBP 300.00
GBP 1,000,000,000,000,000,000.00		
xxxxxxxxxxxx1039		
Balance	IB SWIFT FEES	GBP 150.00
GBP 1,000,000,000,000,000,000.00		
Total Charges		GBP 400.00

Taxes

Account No	Description of Taxes	Amount
xxxxxxxxxxxx1039		
	BCTAX2	GBP 2.00
Total Taxes		GBP 157.80

Next

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.
Amount	Displays the amount of charges.
Total Charges	Displays the total amount of charges.
Taxes	
Account Number	Debit account number of the applicant.

Field Name	Description
<b>Description of Taxes</b>	Displays the description of taxes applicable.
<b>Amount</b>	Displays the amount of taxes.
<b>Total Taxes</b>	Displays the total tax amount.
<b>Commissions</b>	
<b>Account Number</b>	Debit account number of the applicant.
<b>Description of Commission</b>	Displays the description of commission applicable.
<b>Amount</b>	Displays the amount of commission.
<b>Total Commissions</b>	Displays the total commission amount.

17. From the **Account No.** list, select the applicant account.
18. Click **Next** to save the details entered and proceeds to next level of details.  
OR  
Click **Cancel** to cancel the transaction, The Dashboard appears.  
OR  
Click **Back** to go back to previous screen.

---

**Note:** If there is a Relationship pricing maintained for the customer, the same would be reflected in the charges instead of the standard pricing.

---

### 15.1.3 Modify Bills - Attachments tab

Displays the list of documents attached under the Export bills application. User can add multiple documents though it should be under the specified limits and supported formats.

## Modify Bills - Attachments tab

Views ATM/Branch English

Welcome, obdx checker  
Last login 22 Nov 10:57 AM

Modify Bills  
NATIONAL FREIGHT CORP | \*\*\*153

Party Name NATIONAL FREIGHT CORP	Export Bill Reference No. PK2ESUC211251006 <b>ACTIVE</b>	Product Name OUTGOING DOCUMENTARY SIGHT BILLS UNDER LC ON COLLECTION	Outstanding Amount USD10,000.00
-------------------------------------	---	---	------------------------------------

More Information

- Discount
- Forex Deals
- Charges
- Attachments**

**Attachments**

**Drag and Drop**  
Select or drop files here.

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.

ExportBill.txt LISCENCE HTYUIKOPLMNHJUK Add Remarks

Upload Delete All

Standard Instructions  
☒ Kindly go through all the Standard Instructions


Special Instructions  
☐

☒ I accept the Terms & Conditions


Submit Cancel Back

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## Field Description

Field Name	Description
<b>Drag and Drop</b>	Click to browse and select the file to be uploaded or drag and drop the file to be uploaded.
<b>Document Attached</b>	Displays the attached documents. Displays the link to download the attached document.
<b>Document Category</b>	Displays the category of the document uploaded.
<b>Document Type</b>	Displays the type of the document uploaded.
<b>Add Remarks</b>	Displays the notes added, if any, for attaching the document.
	Click the icon to remove the attached document-
<b>Special Instructions</b>	Any instructions provided to bank for bills is mentioned here.



19. Click **Drag and Drop** to browse and select the required document present on your computer. The **Attach Document** popup window appears.
20. Select the required document present on your computer to upload.
21. Click **Upload** to upload document. The Attach Documents tab appears along with list of attached documents.  
OR  
Click  to remove the attached document.  
OR  
Click **Delete All** to delete all the attachments.
22. Select the **Kindly Go through all the Standard Instructions**, check box.
23. Click the Standard **Instructions** link to view the customer instructions maintained by bank from back office.
24. Select the **I accept Terms and Conditions** check box to accept the Terms and Conditions.
25. Click **Submit**. The transaction is saved and the **Letter of Credit Initiation – Review** screen appears.  
OR  
Click **Back** to go back to previous screen.  
OR  
Click **Cancel** to cancel the transaction, The **Dashboard** appears.
26. The review screen appears.  
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.
27. The success message appears along with the reference number. Click **OK** to complete the transaction.

## 16. 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).

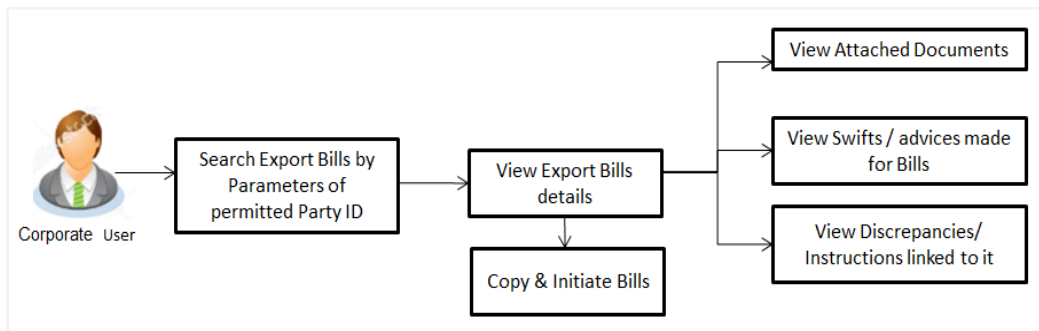
You can perform search on the Bill reference number, Exporter name, Importer name, Bill amount, etc. and view the details of an individual Export Bill. The individual Export Bill details are shown under various tabs. The system provides Export Bill details such as Bill amount, Bill documents, status,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

**Note:** Whenever the API services are called by the OBDX, then OBTF pass only those incoming and outgoing SWIFT messages details that are flagged as External by the bank in the "Trade Finance Message Type Maintenance" screen.

### 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.
2. Click  to filter based on the filter criteria. The Filter overlay screen appears.

## View Export Bill

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

Related Party

77 Record(s)

Filter

Bill Reference Number	LC Reference Number	Exporter Name	Importer Name	Released Against
PK2ESUC221106501	PK2ELAT221106003	MARKS AND SPENCER	GOODCARE PLC	OUTGOING DOC
PK2ESUC221106503	PK2ELAT221106005	MARKS AND SPENCER	GOODCARE PLC	OUTGOING DOC
PK2DBPS221100501	PK2EIUN221105004	MARKS AND SPENCER	GOODCARE PLC	OUTGOING D
PK2PRPB221100504	PK2ELIR221104502	MARKS AND SPENCER	GOODCARE PLC	OUTGOING D
PK2PRPB221100502	PK2ELIR221104502	MARKS AND SPENCER	GOODCARE PLC	OUTGOING D

**Filters**

Bill Reference Number

Status

Importer Name

Currency

Bill Amount From: 100

Bill Amount To: 10000

Bill Date From

Bill Date To

Customer Reference Number

LC Reference Number

Apply Cancel

Hey, I am here to help if you need it

## Field Description

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

Field Name	Description
<b>Customer Reference Number</b>	The option to search import bill via customer reference number.
<b>LC Reference Number</b>	The LC which is linked to the Bill.

3. Enter the filter criteria.
4. Click **Apply**.  
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.

### View Export Bill – Search Results

Related Party

62 Record(s)

Filter

Bill Reference Number	LC Reference Number	Exporter Name	Importer Name	Released Against
PK2ESUC221106501	PK2ELAT221106003	MARKS AND SPENCER	GOODCARE PLC	OUTGOING DOCUMENTARY SIGHT BILLS UNDER LC ON COLLECTION
PK2ESUC221106503	PK2ELAT221106005	MARKS AND SPENCER	GOODCARE PLC	OUTGOING DOCUMENTARY SIGHT BILLS UNDER LC ON COLLECTION
PK2ESUC221107014	PK2ELAT221106524	MARKS AND SPENCER	GOODCARE PLC	OUTGOING DOCUMENTARY SIGHT BILLS UNDER LC ON COLLECTION
PK2EUUA221107502	PK2ELAN221109580	MARKS AND SPENCER	GOODCARE PLC	OUTGOING DOCUMENTARY USANCE BILLS UNDER LC ON ACCEPTANCE
PK2ESUC221106502	PK2ELAT221106004	MARKS AND SPENCER	GOODCARE PLC	OUTGOING DOCUMENTARY SIGHT BILLS UNDER LC ON COLLECTION
PK2EUUA221107501	PK2ELAN221109578	MARKS AND SPENCER	GOODCARE PLC	OUTGOING DOCUMENTARY USANCE BILLS UNDER LC ON ACCEPTANCE
PK2ESUC221107002	PK2ELAT221106504	MARKS AND SPENCER	GOODCARE PLC	OUTGOING DOCUMENTARY SIGHT BILLS UNDER LC ON COLLECTION
PK2ESUC221107005	PK2ELAT221106509	MARKS AND SPENCER	GOODCARE PLC	OUTGOING DOCUMENTARY SIGHT BILLS UNDER LC ON COLLECTION
PK2ESUC221107006	PK2ELAC221109510	MARKS AND SPENCER	GOODCARE PLC	OUTGOING DOCUMENTARY SIGHT BILLS UNDER LC ON COLLECTION

Total Equivalent Outstanding Amount GBP 1,268,000.00

ⓘ 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.

Hay, I am here to help if you need it!

### Field Description

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

Field Name	Description
<b>LC Reference Number</b>	The LC which is linked to the Bill.
<b>Customer Reference Number</b>	The user provided customer reference number for the transaction.
<b>Importer Name</b>	The name of the Importer of the Export Bill.
<b>Exporter Name</b>	The name of the exporter of the Export Bill.
<b>Release Against</b>	The product name of the Export Bill.
<b>Transaction Date</b>	The transaction date of the Export Bill.
<b>Bill Amount</b>	The Export Bill amount.
<b>Equivalent Bill Amount</b>	The equivalent Export Bill amount.
<b>Status</b>	The status of the Export Bill.

5. 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.
6. Click the **Download** to download all or selected columns in the Export Bill details list. You can download the list in PDF or CSV formats.
7. Click on the **Manage Column** to setup a column preferences by rearranging or removing columns.

---

**Note:** If there is a Relationship pricing maintained for the customer, the same would be reflected in the charges instead of the standard pricing.

---

## 16.1 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)

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

Search ...

Viewer

ATM & Branch Locator

Welcome, Obdx check

Last login 9/2/21, 9:22 PM

View Export Bill Under LC

NATIONAL FREIGHT CORP | \*\*\*153

Bill Number

PK2ESUN211250003

ACTIVE

Linked to LC

PK2ELAC211250007

ACTIVE

Outstanding Amount

GBP 30,000.00

Maturity Date

5/5/21

View Bill Details

Exporter & Importer Details

Discrepancies

Attached Documents

Charges & Taxes

SWIFT Messages

Advice

Loans

Assignment

Exporter Name

NATIONAL FREIGHT CORP

Address

PKBANK700X

Country

Importer Name

MARKS AND SPENCER

Address

MAROUSS2500X

87 knights street

Country

United Kingdom

Issuing Bank

CITIC82L RRR

Address

CITIBANK

IRELAND

CITIC82L RRR

Customer Reference Number

NONE

Bank Reference Number

3455676887

Product Details

Payment Type

SIGHT

Product

OUTGOING DOCUMENTARY SIGHT BILLS

UNDER LC ON NEGOTIATION

Base Date Description

Direct Dispatch

No

Document Attached

Yes

Maturity Date

5/5/21

Bill Amount

GBP 30,000.00

Tenor

0

Base Date

5/5/21

Bill Lodgement Sequence No

Goods & Shipment

Place of Taking in Charge/ Dispatch from

XCC

Port of Loading/ Airport of Departure

Goods

Place of Final Destination/ For Transportation to

CCXK

Port of Discharge/ Airport of Destination

No data to display.

Documents

Air Way Documents

7/8

3

0/0

0

View Clause

Insurance Documents

0/0

0

0/0

0

View Clause

Invoice Documents

0/0

0

0/0

0

View Clause

Sea Way Documents

0/0

0

0/0

0

View Clause

Other Docs

0/0

0

0/0

0

View Clause

Page

1

of 1

(1-5 of 5 items)

<

1

>

Incoterms

Instruction

Special Instructions

Discount

Operation Type

NEGOTIATION

Interest Rate

-5

Financing Amount

GBP 800.00

Interest Amount

GBP 0.00

Forex Deals

Currently, there are no forex deals attached with this contract

Back

①

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

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Field Name	Description
Party ID	The party ID of customer which is sending Export Bill.


Field Name	Description
<b>Branch</b>	The bank branch where your Export Bill was raised and LC was created.
<b>Bill Number</b>	Displays the bill number of the LC.
<b>Linked to LC</b>	Displays the reference number of the LC.
<b>Outstanding Amount</b>	The outstanding amount of the Import Bill.
<b>Maturity Date</b>	The maturity date of the Import Bill.
<b>Exporter &amp; Importer Details</b>	
<b>Exporter Name</b>	The name of the Exporter of the Export Bill. He is the creator of Bill.
<b>Address</b>	The address of the Exporter of the Export Bill.
<b>Country</b>	The country of the Exporter of the Export Bill.
<b>Application Date</b>	The date of application of the Export Bill.
<b>Customer Reference Number</b>	The user provided customer reference number for the transaction.
<b>Importer Name</b>	The name of the Importer of Bill.
<b>Address</b>	The address of the Importer of the Export Bill.
<b>Country</b>	The country of the Importer of the Export Bill.
<b>Bank Reference Number</b>	The user provided bank reference number for the transaction.
<b>Product Details</b>	
<b>Payment Type</b>	<p>The type of payment associated with the Bill.</p> <p>it can be:</p> <ul style="list-style-type: none"> <li>• Sight</li> <li>• Usance</li> </ul>
<b>Product</b>	The product of the Export Bill.
<b>Base Date Description</b>	This depicts the base code and its description. It describes what the chosen base date for application is.

Field Name	Description
<b>Maturity Date</b>	The tenor added to the base date, when the Bill ceases to exist.
<b>Bill Amount</b>	The Bill amount with base currency in which Bill is originated.
<b>Direct Dispatch</b>	Indicates whether the bills to be dispatched directly or not.
<b>Document Attached</b>	It asks user if documents are a part of Bill. It can be: <ul style="list-style-type: none"> <li>• Yes (Documentary)</li> <li>• No (Clean)</li> </ul>
<b>Tenor</b>	The tenor of the Bill.
<b>Base Date</b>	The date to be considered as base date for Bill application.
<b>Bill Lodgement Sequence No</b>	Indicates the sequence in which bill was lodged.
<b>Bill Amount Details</b>	
<b>Issuing Bank</b>	
<b>SWIFT Code</b>	The SWIFT code of issuing Bank.
<b>Issuing Bank Name</b>	The name of Bank who acts on behalf of Drawee.
<b>Address</b>	The address of Issuing Bank.
<b>Country</b>	The name of Issuing Bank's country.
<b>Bill Amount</b>	The Bill amount with base currency in which Bill is originated.
<b>Goods &amp; Shipment</b>	
<b>Shipment From</b>	The place from where shipment will be done.
<b>Shipment To</b>	The place of delivery of goods.
<b>Port of Loading</b>	The place of dispatch or loading on board of the goods.
<b>Port of Discharge</b>	The port of discharge of goods.
<b>Goods</b>	The types of good which are sent and whose Bill are getting linked.



Field Name	Description
<b>Goods</b>	
Section to add or remove the goods for shipment.	
<b>Goods</b>	The type of good being shipped has to be chosen.
<b>Description of Goods</b>	The description of goods.
<b>Units</b>	The number of units of the goods
<b>Price Per Unit</b>	The price per unit of the goods.
<b>Documents</b>	
<b>Document Name</b>	Displays the lists of all the documents required to be represented.
<b>Original (First Mail)</b>	Displays the number “n” out of “m” original documents of the first mail that will be provided to bank.
<b>Copies (First Mail)</b>	Displays the number of copies of the first mail, that will be submitted as a set of documents for Bill.
<b>Original (Second Mail)</b>	Displays the number “n” out of “m” original documents of the second mail that will be provided to bank.
<b>Copies (Second Mail)</b>	Displays the number of copies of the first mail, that will be submitted as a set of documents for Bill.
<b>Clause</b>	Displays the default description of clauses, however user can modify the same.
<b>Incoterm</b>	Displays the INCO terms for the Bill application.
<b>Instructions</b>	
<b>Special Instructions</b>	Any instructions provided to bank for creation of Collection is mentioned here.
<b>Discount</b>	
<b>Operation Type</b>	Indicates the operation type required in the contract.
<b>Forex Deals</b>	
<b>Forex Reference Number</b>	The deal reference number of the forex deal.
<b>Expiry Date</b>	The expiry date of the bill.

Field Name	Description
<b>Exchange Rate</b>	The exchange rate for the bill.
<b>Sell Amount</b>	The selling amount of the deal.
<b>Buy Amount</b>	The buying amount of the deal.
<b>Linked Amount</b>	The linked amount of the forex deal.
<b>Total Selected Deals</b>	Displays the total selected deals.
<b>Total Linked Amount</b>	Displays the total Linked Amount.

2. Click  more options icon and then:
  - **Modify Bills** to modify the bills The **Modify Islamic Bills** screen appears.
  - **Initiate Tracers** to imitate the tracer. The **Tracers** screen appears.

## 16.2 Discrepancies

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

3. 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 GOODCARE PLC | \*\*\*044. It displays bill details such as Bill Number (PK2EUUD211252004), Linked to LC (PK2ELAC211253505), Outstanding Amount (GBP 30,000.00), and Maturity Date (2/24/22). The 'Discrepancies' tab is active, showing a table with one entry: Received Date 5/5/21, Description BILL OF LADING NOT SUBMITTED AS PART OF DOCUMENTS, Status Resolved, and Resolved Date 5/5/21. A 'Back' link is also visible. The left sidebar contains navigation options like Attached Documents, Charges & Taxes, SWIFT Messages, Advice, Loans, and Assignment. The footer includes a copyright notice for Oracle.

### Field Description

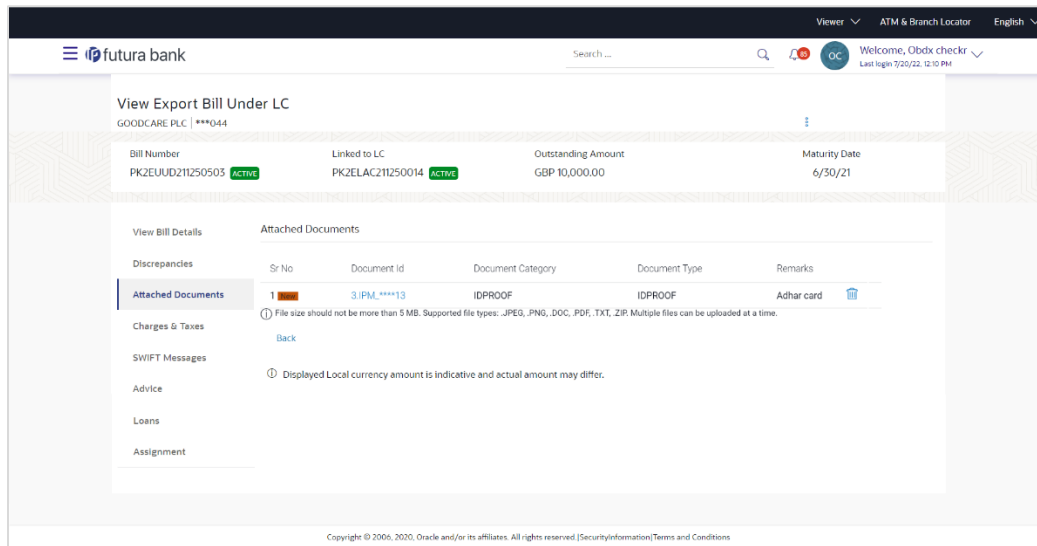
Field Name	Description
<b>Received Date</b>	Displays the date on which the discrepancy has been identified and received by the host.
<b>Description</b>	Displays the description of discrepancy in the Bill.
<b>Status</b>	Displays the whether the discrepancy is resolved or not as on date.
<b>Resolved Date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

## 16.3 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 bill.

- Click **Attached Documents** tab to view the attached documents.  
OR  
Click **Back**.  
The **View Export Bill** screen appears.  
OR  
Click **Cancel** to cancel the transaction. The **Dashboard** appears.


## View Export Bill – Attached Documents



### Field Description

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

- Click the required link in the **Document ID** column to download the attached document.  
OR

Click  to delete the attached document record.

## 16.4 Charges & Taxes

This tab lists charges and Taxes against bill.

- Click **Charges & Taxes** tab.  
The **Charges & 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.

## Charges & Taxes

**View Export Bill Under LC**  
NATIONAL FREIGHT CORP | \*\*\*153

Bill Number: PK2ESUN211250005 **ACTIVE** | Linked to LC: PK2ELAC211250007 **ACTIVE** | Outstanding Amount: GBP 30,000.00 | Maturity Date: 5/5/21

**Charges & Taxes**

Account No	Description of Charges	Amount	Split Amount Borne by You	Split Amount Borne by Other Party
	Total Charges	GBP 250.00		

**Taxes**

Account No	Description of Taxes	Value Date	Amount	Equivalent Amount
No data to display.				

[Back](#)  
① Displayed Local currency amount is indicative and actual amount may differ.

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## Field Description

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

### Charges

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

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

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

<b>Split Amount Borne by You</b>	Displays the split charge amount which is to be paid by you.
----------------------------------	--

<b>Split Amount Borne by Other Party</b>	Displays the split charge amount which is to be paid by other party.
--	--

<b>Total Charges</b>	Displays the total amount of charges.
----------------------	---------------------------------------

### Taxes

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

Field Name	Description
<b>Description of Taxes</b>	Displays the description of taxes applicable.
<b>Value Date</b>	Displays the value date of the taxes.
<b>Amount</b>	Displays the amount of taxes.
<b>Equivalent Amount</b>	Displays the equivalent tax amount.
<b>Total Taxes</b>	Displays the total amount of tax.

**Note:** If there is a Relationship pricing maintained for the customer, the same would be reflected in the charges instead of the standard pricing.

## 16.5 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' screen in the Futura Bank system. The top navigation bar includes 'Viewer', 'ATM/Branch', and 'English'. The user is logged in as 'Welcome, corp checker' with a last login time of 24 Nov 11:04 AM. The screen displays details for a bill under LC, including the Bill Number (000EUUD200761002), Linked to LC (000ELAC20076ACCJ), Outstanding Amount (£2,000.00), and Maturity Date (15 Apr 2020). The 'SWIFT Messages' tab is selected, showing a table with columns: Message ID, Date, Description, Sending/Receiving Bank, Message Type, and Action. A single message is listed with ID 2342030103576712, dated 16 Mar 2020, description 'Amendment of Instructions Advice', and sent by CITIBANK ENGLAND. The message type is 799, and there is a 'Download' link. The bottom of the screen shows a sidebar with 'View Bill Details', 'Discrepancies', 'Charges, Commissions &', 'SWIFT Messages' (selected), and 'Advice'.

## Field Description

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


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

### 16.5.1 SWIFT Messages Details



## Field Description

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

- a. Click  to close the window.

**Note:** Only SWIFT messages in which ACK has been received by bank is being displayed.

## 16.6 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.

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

OR

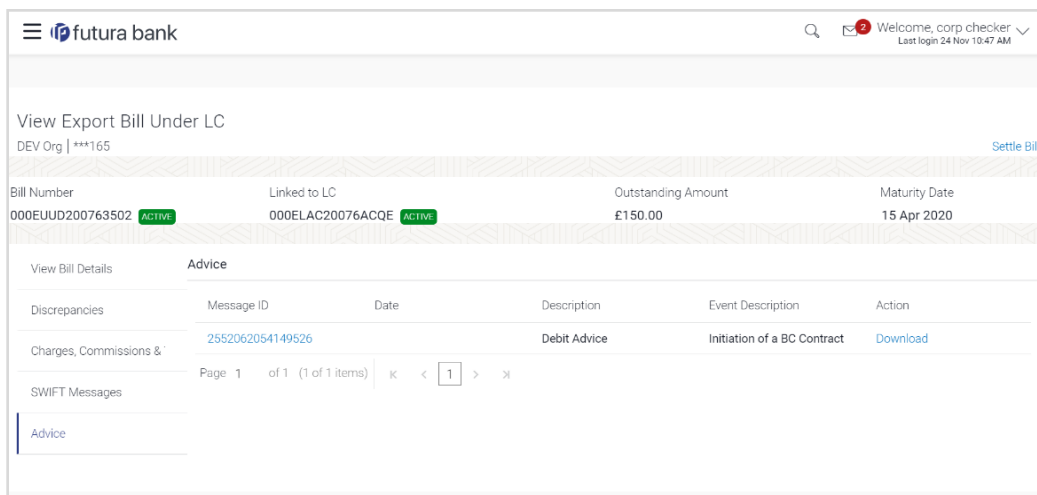
Click **Back**.

The **View Export Bill** screen appears.

OR

Click **Cancel** to cancel the transaction.

### View Export Bill - Advices



### Field Description

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




11. 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.
12. Click the **Download** link against the advice to download the advice in selected format like PDF formats, if required.

### 16.6.1 Advices Details



#### Field Description

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

- a. Click  to close the window.

## 16.7 Loans

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

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

## View Export Bill - Loans

View Export Bill Under LC  
PREETHIS | \*\*\*153 [Settle Bill](#)

Bill Number	Linked to LC	Outstanding Amount	Maturity Date
PK1EAY1200112501 <b>ACTIVE</b>	PK1ELCT200112502 <b>ACTIVE</b>	GBP100.00	10 Feb 2020

View Bill Details

Discrepancies

Charges & Taxes

SWIFT Messages

Advice

**Loans**

Loan Account No.	Loan Amount
xxxxxxxxxxxx0022	GBP42,500.00

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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.

## 16.8 Assignment

This tab denotes the assignee which receives proceeds from the issuing or confirming bank.

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

OR

Click **Back**.

The **View Export Bill** screen appears.

## View Export Bill - Assignment

### Field Description

Field Name	Description
Assignee Name	The name of the assignee to whom the proceeds is to be assigned.
Account Number	The account number of the assignee.
Amount	The amount that was proceeds to the assignee.

### 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.

## 17. View Import Collection

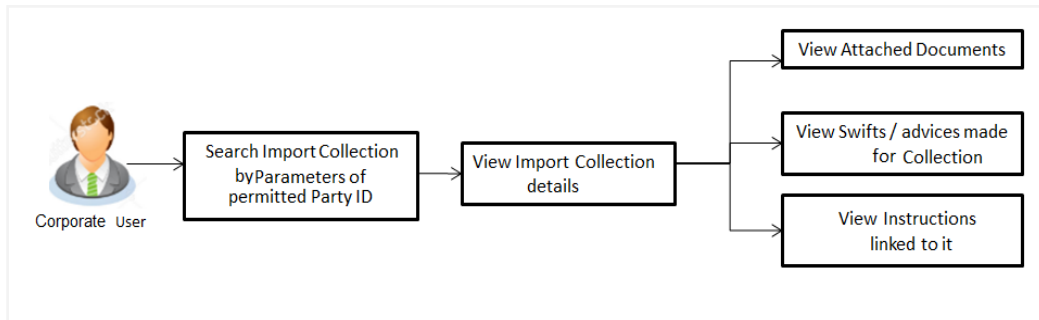
Using this option, you can view the details of existing Import Collection in the application. You can search the required Import Collection using different search criteria and download the Import Collection list in different file formats.

**Note:** Whenever the API services are called by the OBDX, then OBTF pass only those incoming and outgoing SWIFT messages details that are flagged as External by the bank in the “Trade Finance Message Type Maintenance” screen.

### 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.
2. Click  to filter based on the filter criteria. The Filter overlay screen appears

## View Import Collection

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

Related Party

211 Record(s)

Filter

Collection Reference Number	Drawee	Customer Reference Number	Drawer	Released Against
PK2FOP2221101008	GOODCARE PLC	1	MARKS AND SPENCER	COLLECTIONS TO COAC
PK2ISNC221106554	GOODCARE PLC		MARKS AND SPENCER	INCOMING DOCUMENTA
PK2ISNC221106554	GOODCARE PLC		MARKS AND SPENCER	INCOMING DOCUMENTA
PK2ISNC221106555	GOODCARE PLC		MARKS AND SPENCER	INCOMING DOCUMENTA

**Filters**

Collection Reference Number

Status

Drawer

Currency

Collection Amount From

Collection Amount To

Issue Date From

Issue Date To

Customer Reference Number

Apply Cancel

Hey, I am here to help if you need it!

## Field Description

Field Name	Description
<b>Collection Reference Number</b>	The Import Collection reference number.
<b>Status</b>	The current status of the Collection. The options are: <ul style="list-style-type: none"><li>• Active</li><li>• Hold</li><li>• Cancelled</li><li>• Liquidated</li><li>• Closed</li><li>• Reversed</li></ul>
<b>Drawer</b>	The name of the drawer under the Collection.
<b>Currency</b>	The name of the currency under the Collection.
<b>Collection Amount From</b>	The start of the Collection amount range used for searching the Collection.
<b>Collection Amount To</b>	The end of the Collection amount range used for searching the Collection.
<b>Issue Date From</b>	The start date of the Issue date range used for searching the Collection.

Field Name	Description
<b>Issue Date To</b>	The end date of the Issue date range used for searching the Collection.
<b>Customer Reference Number</b>	The option to search import Collection via customer reference number.

3. Enter the filter criteria.

4. Click **Apply**.

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.

## View Import Collection – Search Results

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

Related Party: GOODCARE PLC x

1279 Record(s) [Filters] [Download] [Manage Columns]

Filter

Collection Reference Number	Customer Reference Number	Drawee	Drawer	Released Against	Transaction Date	Collection Amount	Equivalent Amount	Outstanding Amount	Equivalent Outstanding Amount
PK2ISNC221 107012		PLCGOOD CARE	MARKS AND SPENCER	INCOMING DOCUMENTARY SIGHT BILLS NOT UNDER LC ON COLLECTION	4/20/2022	£100.00	£100.00	£100.00	£100.00
PK2ISNC221 107054		GOODCAR E PLC	MARKS AND SPENCER	INCOMING DOCUMENTARY SIGHT BILLS NOT UNDER LC ON COLLECTION	4/20/2022	£100.00	£100.00	£100.00	£100.00
PK2ISNC221 107525		GOODCAR E PLC	MARKS AND SPENCER	INCOMING DOCUMENTARY SIGHT BILLS NOT UNDER LC ON COLLECTION	4/20/2022	£9,999.00	£9,999.00	£9,999.00	£9,999.00

Total Equivalent Outstanding Amount £4,134,520.47

© 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.

## Field Description

Field Name	Description
<b>Related Party</b>	Select the specific party to filter the search result based on specific party.

Field Name	Description
<b>Filter</b>	Specify the Collection Reference Number/Customer Reference Number/ Drawee/ Drawer/ Released Against/ / Collection Amount/ Equivalent Amount/ Status search the records.
<b>Search Results</b>	This section displays the search results.
<b>Collection Reference Number</b>	The Collection reference number. Displays the link to view the Import Collection details.
<b>Customer Reference Number</b>	The user provided customer reference number for the transaction.
<b>Drawee</b>	The name of the drawee of the Import Collection.
<b>Drawer</b>	The name of the drawer of the Import Collection.
<b>Released Against</b>	The product name of the Import Collection.
<b>Transaction Date</b>	The transaction date of the Import Collection.
<b>Collection Amount</b>	The Import Collection amount.
<b>Equivalent Amount</b>	The equivalent Import Collection amount.
<b>Outstanding Amount</b>	The outstanding Import Collection amount.
<b>Equivalent Outstanding Amount</b>	The equivalent outstanding import Collection amount.
<b>Status</b>	Displays the status of the import collection.
<b>Total Equivalent Outstanding Amount</b>	Displays the total outstanding equivalent amount in local currency.

5. Select the appropriate option from the Related Party list and click the Arrow icon to initiate a search for the warranty related to the specific party.
6. 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.
7. Click the **Download** to download the Import Collection details list. You can download the list in PDF or CSV formats.
8. Click on the **Manage Column** to setup a column preferences by rearranging or removing columns.

**Note:** If there is a Relationship pricing maintained for the customer, the same would be reflected in the charges instead of the standard pricing.

## 17.1 View Collection Details

1. Click **View Collection Details** tab.  
OR  
Click **Back** to navigate back to previous screen.

### View Collection Details

←

View Import collection

MARKS AND SPENCER | \*\*\*044

Collection Number  
PK2ISNC2110AAGV Active

Outstanding Amount  
£100.00

Maturity Date  
4/22/2022

View Collection Details

Attached Documents

Charges And Taxes

SWIFT Messages

Advice

Loans

SWIFT Messages

Advice

Loans

Drawer & Drawee Details

Drawer Name  
MARKS AND SPENCER

Address  
MARGUS2SXXX

Country  
United Kingdom

Application Date  
4/20/2022

Customer Reference Number  
NONE

Payment Type  
SIGHT

Product  
INCOMING DOCUMENTARY SIGHT  
BILLS NOT UNDER LC ON COLLECTION

Avalisation/Co-Acceptance Requested  
No

Base Date Description  
0

Maturity Date  
4/22/2022

Collection Amount Details

Remitting Bank  
WFBUS6S

Address  
WFBUS6S

Goods and Shipment

Place of Taking in Charge/ Dispatch from  
LON

Port of Loading/ Airport of Departure  
-

Drawee Name  
GOODCARE PLC

Address  
12 King Street  
lane no 4  
London

Country  
United Kingdom

Bank Reference Number  
12345678

Direct Dispatch  
No

Document Attached  
Yes

Avalised/Co-Accepted  
No

Tenor  
-

Base Date  
4/20/2022

Goods	Description of Goods	Units	Price Per Unit
MACHINE1	<a href="#">View</a>	10	£10.00
		Total Amount	£100.00

Documents

Document Name	Original (First Mail)	Copies (First Mail)	Original (Second Mail)	Copies (Second Mail)
Bill of Lading	1	1		0

Incoterms  
-

Discount

Instruction

Special Instructions  
-

Forex Deals

Currently, there are no forex deals attached with this contract

Back

ⓘ

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




## Field Description

Field Name	Description
<b>Collection Number</b>	The Import Collection number.
<b>Outstanding Amount</b>	The outstanding amount of the import collection.
<b>Maturity Date</b>	The maturity date of the import collection.
<b>Drawer and Drawee Details</b>	
<b>Drawer Name</b>	The name of the drawer of the Import Collection. He is the one who uploads Collection.
<b>Address</b>	The address of the drawer of the Import Collection.
<b>Country</b>	The country of the drawer of the Import Collection.
<b>Application Date</b>	The application date of the Import Collection.
<b>Customer Reference Number</b>	The user provided customer reference number for the transaction.
<b>Drawee Details</b>	
<b>Drawee Name</b>	The name of person who is receiving Collection to be settled.
<b>Address</b>	The address of the drawee of the Import Collection.
<b>Country</b>	The country of the drawee of the Import Collection.
<b>Bank Reference Number</b>	The user provided bank reference number for the transaction.
<b>Product Details</b>	
<b>Payment Type</b>	<p>The type of payment associated with the Collection.</p> <p>it can be:</p> <ul style="list-style-type: none"><li>• Sight</li><li>• Usance</li></ul>
<b>Direct Dispatch</b>	<p>The option allows the user to select whether the bills to be dispatched directly or not.</p> <p>The options are:</p> <ul style="list-style-type: none"><li>• Yes</li><li>• No</li></ul>

Field Name	Description
<b>Product</b>	The product of the Import Collection.
<b>Document Attached</b>	It asks user if any documents a part of Collection. It can be: <ul style="list-style-type: none"> <li>• Yes (Documentary)</li> <li>• No (Clean)</li> </ul>
<b>Avalisation/Co acceptance Requested</b>	Indicates whether bill is to be avalised or not.
<b>Avalised/Co-Accepted</b>	Indicates whether bill is avalised/Co-accepted by Collecting Bank.
<b>Base Date Description</b>	It is the description of the chosen base date.
<b>Tenor</b>	The tenor of the Collection.
<b>Maturity Date</b>	The maturity date of the Import Collection.
<b>Base Date</b>	The date to be considered as base date for Collection application. It is number of days for the tenor from the base date.
<b>Collection Amount Details</b>	
<b>Remitting Bank</b>	The name of the remitting bank of the Import Collection.
<b>Address</b>	The address of the remitting bank of the Import Collection.
<b>Country</b>	The country of the remitting bank of the Import Collection.
<b>Collection Amount</b>	Displays the amount of the Import Collection.
<b>Outstanding Amount</b>	The outstanding amount of the Import Collection.
<b>Settlement Date</b>	The settlement date of the Import Collection.
<b>Acceptance Date</b>	The acceptance date of the Import Collection.
<b>Goods &amp; Shipment</b>	
<b>Place of Taking in Charge/ Dispatch from</b>	The Place of Receipt from where shipment will be done.

Field Name	Description
<b>Port of Final Destination/ For Transportation to</b>	The place where goods will be offloaded from ship.
<b>Port of Loading/ Airport of Departure</b>	The place of dispatch of the goods or loading on board.
<b>Port of Discharge/ Airport of Destination</b>	The port of discharge.
<b>Goods</b>	The type of Good which is sent and whose Collection is getting linked.
<b>Goods</b>	
<b>Section to view the goods for shipment.</b>	
<b>Goods</b>	The type of good being shipped has to be chosen.
<b>Description of Goods</b>	The description of goods.
<b>Units</b>	The number of units of the goods.
<b>Price Per Unit</b>	The price per unit of the goods.
<b>Documents</b>	
<b>Document Name</b>	Displays the lists of all the documents required to be represented.
<b>Original (First Mail)</b>	Displays the number “n” out of “m” original documents of the first mail that will be provided to bank.
<b>Copies (First Mail)</b>	Displays the number of copies of the first mail, that will be submitted as a set of documents.
<b>Original (Second Mail)</b>	Displays the number “n” out of “m” original documents of the second mail that will be provided to bank.
<b>Copies (Second Mail)</b>	Displays the number of copies of the first mail, that will be submitted as a set of documents.
<b>View Clause</b>	Click the link to view the he clause maintained in the bank application for each of the document. \This link is enabled if the clause is already maintained in the system.
<b>Incoterm</b>	Displays the INCO terms for the application..

Field Name	Description
<b>Discount</b>	
<b>Operation Type</b>	Indicates the operation type required in the contract.
<b>Financing Amount</b>	The financing amount.
<b>Interest Rate</b>	The slider to increase or decrease interest rate. This field appears, if the operation type is "Discount".
<b>Interest Amount</b>	Displays the applicable interest amount.
<b>Instructions</b>	
Any instructions provided to bank for creation of Collection is mentioned here.	
<b>Special Instructions</b>	Any instructions provided to bank for creation of Collection is mentioned here.
<b>Forex Deal</b>	
<b>Forex Reference Number</b>	The deal reference number of the forex deal.
<b>Expiry Date</b>	The expiry date of the bill.
<b>Exchange Rate</b>	The exchange rate for the forex deal.
<b>Sell Amount</b>	The selling amount of the deal.
<b>Buy Amount</b>	The buying amount of the deal.
<b>Linked Amount</b>	The amount to be linked in the forex deal.
<b>Total Selected Deals</b>	Displays the total selected deals.
<b>Total Linked Amount</b>	Displays the total Linked Amount.
<b>Sell Amount</b>	The selling amount of the deal.

2. Click  more options icon and then:

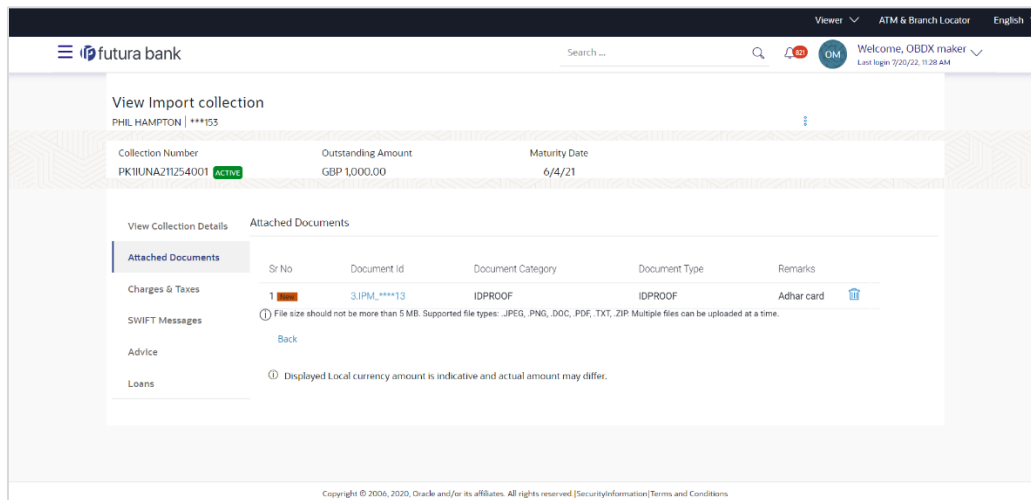
- **Modify Collection** to modify the bills The **Modify Collection** screen appears.
- **Initiate Tracers** to imitate the tracer. The **Tracers** screen appears.

## 17.2 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 Collection.

3. Click **Attached Documents** tab to view the attached documents.  
OR  
Click **Back**.  
The **View Import Collection** screen appears.  
OR  
Click **Cancel** to cancel the transaction. The **Dashboard** appears.


### View Import Collection – Attached Documents



### Field Description

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

- Click the required link in the **Document ID** column to download the attached document.  
OR

Click  to delete the attached document record.

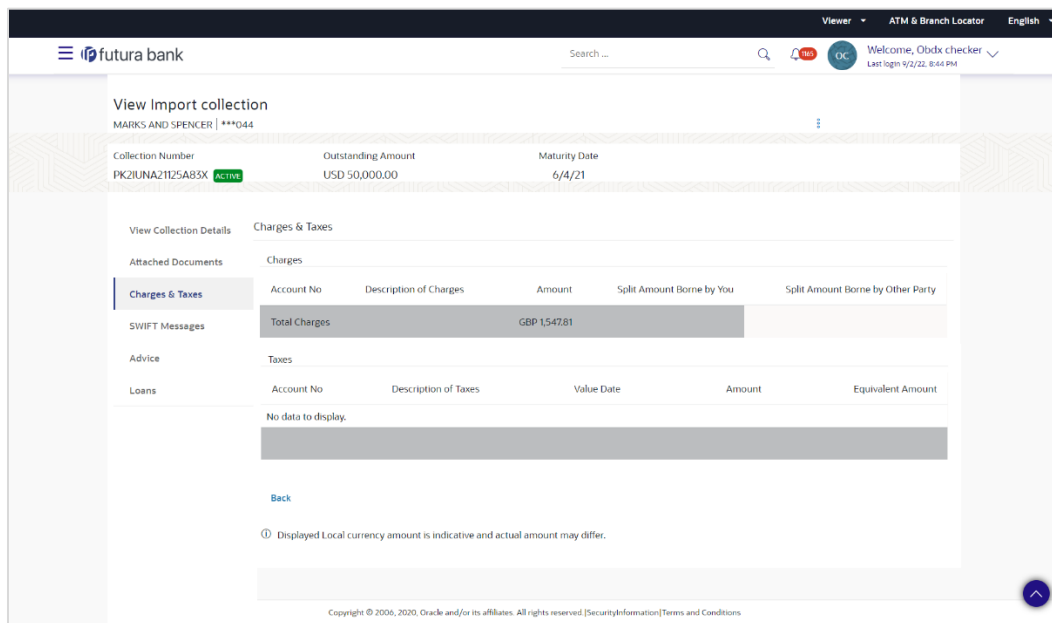
## 17.3 Charges & Taxes

This tab lists charges and Taxes against bill.

- Click **Charges & Taxes** tab. The **charges and taxes** in the **View Export Collection** screen.  
OR  
Click **Back**.

The **View Import Collection** screen appears.

### Charges & Taxes



**View Import Collection**  
MARKS AND SPENCER | \*\*\*D44

Collection Number	Outstanding Amount	Maturity Date
PK2IUNA21125A83X	USD 50,000.00	6/4/21

**Charges & Taxes**

Account No	Description of Charges	Amount	Split Amount Borne by You	Split Amount Borne by Other Party
<b>Total Charges</b>		GBP 1,547.81		

**Taxes**

Account No	Description of Taxes	Value Date	Amount	Equivalent Amount
No data to display.				

[Back](#)

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

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### Field Description

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

#### Charges

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

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

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

<b>Split Amount Borne by You</b>	Displays the split charge amount which is to be paid by you.
----------------------------------	--

Field Name	Description
<b>Split Amount Borne by Other Party</b>	Displays the split charge amount which is to be paid by other party.
<b>Total Charges</b>	Displays the total charge amount.
<b>Taxes</b>	
<b>Account No.</b>	Debit account number of the applicant.
<b>Description of Taxes</b>	Displays the description of taxes applicable.
<b>Value Date</b>	Displays the value date of the taxes.
<b>Amount</b>	Displays the amount of taxes.
<b>Equivalent Amount</b>	Displays the equivalent amount of charges.
<b>Note:</b> If there is a Relationship pricing maintained for the customer, the same would be reflected in the charges instead of the standard pricing.	

## 17.4 **SWIFT Messages**

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

6. 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' page in the Futura Bank system. At the top, there's a header with the Futura Bank logo, a search icon, and a welcome message for 'Acme Corporation Checker'. Below the header, the page title 'View Import collection' is displayed. The main content area shows collection details: Collection Number 'PK1YACR200111501' (marked as ACTIVE), Outstanding Amount 'GBP1,000.00', and Maturity Date '20 Apr 2020'. A sidebar on the left lists 'View Collection Details' with options for 'Charges & Taxes', 'SWIFT Messages' (selected), and 'Advice'. The 'SWIFT Messages' section displays a table with columns: Message ID, Date, Description, Sending/Receiving Bank, Message Type, and Action. A single message is listed with ID 'PK1TF0G2001106K9', Description 'Acknowledgement Advice', and Sending/Receiving Bank 'PREETHI6'. The Action column shows a 'Download' link. Below the table, there's a pagination bar indicating 'Page 1 of 1 (1 of 1 items)'.

Message ID	Date	Description	Sending/Receiving Bank	Message Type	Action
PK1TF0G2001106K9		Acknowledgement Advice	PREETHI6	410	<a href="#">Download</a>

### Field Description

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

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




## 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.

**Note:** Only SWIFT messages in which ACK has been received by bank is being displayed.

## 17.5 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 Collection** screen appears.  
OR  
Click **Cancel** to cancel the transaction. The **Dashboard** appears.

## View Import Collection - Advices

View Import Collection

Collection Number 000DOC1200761003

Message ID	Date	Description	Event Description	Action
1432011320278972		Debit Advice	Initiation of a BC Contract	<a href="#">Download</a>
1432011320292301		Debit Advice	Initiation of a BC Contract	<a href="#">Download</a>

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

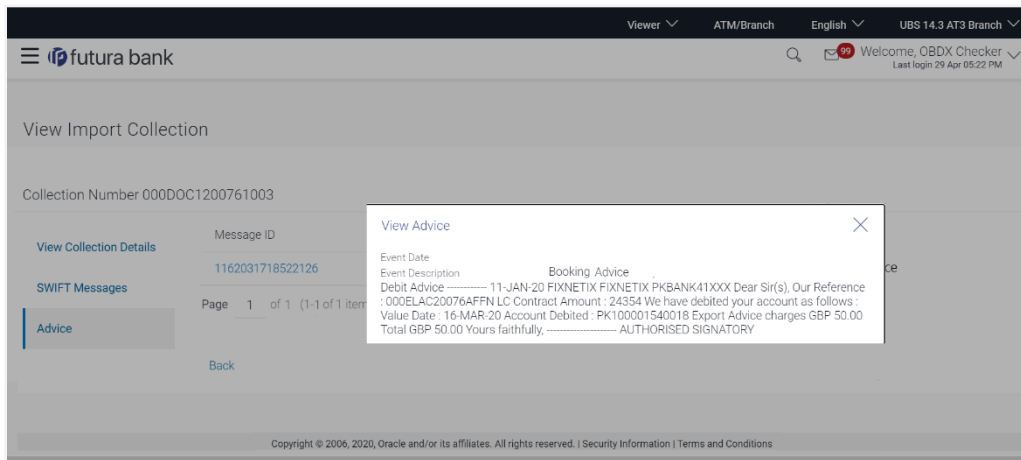
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## Field Description

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.


- 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.

## Advice 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.

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

## 17.6 Loans

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

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

## View Import Collection - Loans

Views ATM/Branch English

futura bank Search ...

Welcome, obdx checker  
Last login 22 Nov 07:48 PM

View Import collection  
PHIL HAMPTON | \*\*\*153

Collection Number	Outstanding Amount	Maturity Date
PK10BCL211253503 <span>LIQUIDATED</span>	GBP1,000.00	04 Jun 2021

View Collection Details

Attached Documents

Charges & Taxes

SWIFT Messages

Advice

Loans

Loans

Loan Account No	Loan Amount
xxxxxxxxxxxx0005	GBP1,000.00

Help

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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.

---

## 18. 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*

### 18.1 Single Collection Detailed Settlement Instruction

This facility allows the corporate users, to settle single Import Collection in detailed form, from the channel.

#### To settle a single Bill:

1. Navigate to **Settlement of Collection** transaction, by default Single collection is selected.

## Single Collection Detailed Settlement Instruction

↑ Settlement Of Collection

Mode of Settlement

Single Collection  
Detailed settlement instruction

Multiple Collection  
Settle multiple Collection quickly

✓ Settlement Details

✓ Forex Deals

✓ Charges and Taxes

✓ Attachments

Settlement Details

Collection Reference Number

PK2IUNA221107504

Reset

Collection Reference Number	Maturity Date	Exporter Name
PK2IUNA221107504	5/20/2022	MARKS AND SPENCER
Local Currency Value	Outstanding Collection Amount	Payment Type
GBP 9,999.00	GBP 9,999.00	USANCE

The Local currency equivalent is based on current date exchange rate and the final value may vary.

Amount to settle

GBP 1,000.00

☐ Settlement Account
 

XXXXXXXXXXXX3012

Current Balance : GBP 997,582,259.96

☒ 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.

\*Note : 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 collection's settlement will be opened.

Settle Available Balance

☐ Yes
 ☒ No

Loan Preference

Contract Currency

GBP

Loan Product

Advance by loan-TAD4

Loan Currency

GBP

Tenor

12

Min Tenor Max Tenor

Tenor Type

Month

Original Exchange Rate

1

Hey, I am here to help if you need it!

## Field Description

Field Name	Description
<b>Lookup Collection Reference No.</b>	The option to select Collection reference number which user wants to settle, user can select from the list of Collections available for settlements.

ORACLE®

18-2

Field Name	Description
<b>Collection Reference Number</b>	The export collection reference number.
<b>Maturity Date</b>	The maturity date of the export Collection.
<b>Exporter Name</b>	The name of Exporter party.
<b>Local Currency Value</b>	The Collection Transaction's value in local currency.
<b>Outstanding Collection Amount</b>	The outstanding amount for the settlement of Collection.
<b>Payment Type</b>	<p>The type of payment associated with the Collection.</p> <p>it can be:</p> <ul style="list-style-type: none"> <li>• Sight</li> <li>• Usance</li> </ul>
<b>Amount</b>	The collection settlement amount.
<b>Collateral</b>	<p>The user can select this option to settle the collection using Collaterals</p> <p>Click the <a href="#">View Collateral Details</a> link to view the collateral details.</p>
<b>Settlement Account</b>	<p>Option to select a Current and Savings Account or Finances account to use for settlement of collection.</p> <div style="border: 1px solid black; padding: 5px; margin-top: 10px;"> <p><b>Note:</b> 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> </div>
<b>Apply for Loan</b>	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.
<b>Settle Available Balance</b>	<p>Option to select whether the user wishes to settle all funds available in the settlement account.</p> <p>The options are:</p> <ul style="list-style-type: none"> <li>• Yes</li> <li>• No</li> </ul> <p>This field appears if Immediate Liquidation is applicable and will be populated with the Outstanding Bill Amount in read only mode.</p>

Field Name	Description
<b>Loan Preference</b>	
<b>Loan Product</b>	<p>This field displays the Loan Product defaulted from back-office.</p> <p>The user can change the value.</p>
<b>Loan Currency</b>	<p>This field displays either the Contract Currency or a Branch Local currency. The default should be Contract currency.</p>
<b>Tenor</b>	<p>The system fetches the default Loan Tenor from the back-office system.</p> <p>The user can change the value.</p>
<b>Tenor Type</b>	<p>This field displays the tenor type fetches from the back-office system.</p>
<b>Original Exchange Rate</b>	<p>This field displays the Original Exchange Rate fetches from the back-office system.</p>
<b>Action</b>	<p>The action to view the collateral details (in case the user selects 'Collateral' option), select the CASA account which user wishes to use for settlement (in case user selects 'Current and Savings' option), view the linked loan details settlement (in case user selects Loan' option .</p> <p>The available balance in the casa account is also displayed so that he can take an informed decision.</p>
<b>Special Instructions</b>	<p>The special instructions that is to be passed to the bank.</p>
<ol style="list-style-type: none"> <li>2. Select the <b>Single Bill Detailed settlement instruction</b> tab.</li> <li>3. From the <b>Lookup Collection Reference No.</b> list, select the appropriate Collections reference number. OR Click the <b>Advanced Lookup</b> link. The Advanced Lookup overlay screen appears.</li> </ol>	



## Advanced Lookup

Filter

Collection Reference Number

Drawee

GOODCARE PLC X

Drawer

Collection Amount Range

GBP

100

1000

Collection Date Range

05 May 2021

21 Feb 2022

Apply

Cancel

Clear

Collection Reference Number	Drawer	Drawee	Release Against	Transaction Date	Status	Collection Amount	Equivalent Collection Amount
PK2ILC21255501	MARKS AND SPENCER	GOODCARE PLC	INCOMING SIGHT BILLS NOT UNDER LC COLLECTION	05 May 2021	ACTIVE	GBP1,000.00	GBP1,000.00
PK2INC212547BX	MARKS AND SPENCER	GOODCARE PLC	INCOMING SIGHT BILLS NOT UNDER LC COLLECTION	05 May 2021	ACTIVE	GBP1,000.00	GBP1,000.00
PK2ILC21255502	MARKS AND SPENCER	GOODCARE PLC	INCOMING SIGHT BILLS NOT UNDER LC COLLECTION	05 May 2021	ACTIVE	GBP1,000.00	GBP1,000.00

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

## Field Description

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

<b>Collection Reference Number</b>	The collection reference number.
------------------------------------	----------------------------------

<b>Drawee</b>	The name of drawee party.
---------------	---------------------------

<b>Drawer</b>	The name of Drawer party.
---------------	---------------------------

<b>Collection Amount Range</b>	The Bill amount range.
--------------------------------	------------------------

<b>Currency</b>	The currency of the collection.
-----------------	---------------------------------

<b>Collection Date Range</b>	The collection start date and end date.
------------------------------	---

### List of Collection

<b>Collection Reference Number</b>	The collection reference number.
------------------------------------	----------------------------------

<b>Drawee</b>	The name of drawee party.
---------------	---------------------------

<b>Drawer</b>	The name of Drawer party.
---------------	---------------------------

<b>Release Against</b>	The LC against which the collection is released.
------------------------	--

Field Name	Description
<b>Transaction Date</b>	The date of the transaction.
<b>Status</b>	The status of the bill.
<b>Collection Amount</b>	The collection amount.
<b>Equivalent Collection Amount</b>	The equivalent collection amount.

4. Enter the filter criteria to search the collection.
5. 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.
6. Click on the desired **Collection Reference Number** link.
7. Click **Verify**. The parent Export LC details appear.  
OR  
Click **Reset** to clear the search.
8. In the **Amount** field, enter the bill settlement amount.
9. Select this **Pay With Collaterals** option to settle the collection using collaterals.
  - a. Click the **View Collateral Details** link. The **Collateral Details** overlay screen appears.
10. Select the **Settlement Account** option, if he wishes to use it for settlement of collection.
  - a. From the **Settlement Account** list, select the account from which the transfer needs to be made for settlement of collection.
11. Select the **Apply for Loans** option to settle the collection using loan account.
  - a. In the **Settle Available Balance**, select the appropriate option.
  - b. From the Loan Product field, change the product if required.
14. In the **Tenor** field, modify the value for tenor, if required.
15. Click **Next** to save the details entered and proceeds to next level of details.  
OR  
Click **Cancel** to cancel the transaction, The Dashboard appears.  
OR  
Click **Back** to go back to previous screen.

### 18.1.1 **Forex Deals**

This tab allows the user to link forex deals. This tab allows the corporate user to provide a Deal Reference Number and the FX rate on the screen, when they do not have any pre-booked deal to be used or an existing deal. The user can pass these details to the bank.

Bill settlement using deal is available to maker and approver users in maker activity log and pending approval details section to re-initiate and approve the transactions respectively.

ATM & Branch LocatorEnglish

Search ...

Q

10

OC

Welcome, Obdx checker  
Last login 11/17/22, 1:54 PM

Settlement Of Collection

Select the mode of settlement for your Collection.

Single Collection  
Detailed settlement instruction

Multiple Collection  
Settle multiple Collection quickly

Settlement Details

Forex Deals

Charges and taxes

Attachments

Link Forex

Deal Reference Number

Exchange Rate

Link Forex Deals

Search...

Q

Total Collection Amount

USD 100.00

Forex Reference Number	Expiry Date	Exchange Rate	Sell Amount	Buy Amount	Linked Amount
<input type="checkbox"/> PK2FXF120076A006	9/30/21	1.33	USD 148,960.00	GBP 112,000.00	
<input type="checkbox"/> PK2FXF1200764508	7/16/21	1.33	USD 2,660.00	GBP 2,000.00	
<input type="checkbox"/> PK2FXF1200767507	7/16/21	1.33	USD 2,660.00	GBP 2,000.00	
<input type="checkbox"/> PK2FXF1200766008	7/16/21	1.33	USD 101,080.00	GBP 76,000.00	

Total Selected Deals  
0

Total Linked Amount  
USD 0.00

Next


Cancel

Back

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Field Name	Description
<b>Deal reference Number</b>	The deal reference number of the forex deal to be entered, when pre-booked deal is not available or the user do not want to use an existing deal.
<b>Exchange Rate</b>	The exchange rate for the forex deal.
<b>Total Collection Amount</b>	Displays the total collection amount.
<b>Forex Reference Number</b>	The deal reference number of the forex deal.
<b>Expiry Date</b>	The expiry date of the forex deal.

Field Name	Description
<b>Exchange Rate</b>	The exchange rate for the forex deal.
<b>Sell Amount</b>	The selling amount of the deal.
<b>Buy Amount</b>	The buying amount of the deal.
<b>Linked Amount</b>	The amount to be linked in the forex deal.
<b>Total Selected Deals</b>	Displays the total selected deals.
<b>Total Linked Amount</b>	Displays the total Linked Amount.

12. In the **Deal Reference Number** field, enter the deal reference number.
13. In the **Exchange Rate** field, enter the exchange rate.
14. Enter the **Forex Reference Number** in the search field and click . The searched **Deal Reference Number** record details appear.  
OR  
Click the check box to select the required searched **Deal Reference Number record**.
15. In the **Linked Amount** field, enter the linked amount.
16. Click **Next** to save the details entered and proceeds to next level of details.  
OR  
Click **Cancel** to cancel the transaction, The Dashboard appears.  
OR  
Click **Back** to go back to previous screen.

### 18.1.2 Charges and Taxes tab

This tab captures the charges and taxes for the single collection settlement Instruction application process.

## Charges and Taxes tab

Settlement Of Collection

Select the mode of settlement for your Collection.

Single Collection  
Detailed settlement instruction

Multiple Collection  
Settle multiple Collection quickly

Settlement Details

Forex Deals

**Charges and taxes**

Attachments

**Charges and Taxes**

Charges

Account No	Description of Charges	Amount
xxxxxxxxxxxxx0359	BC LIQUIDATION CHARGES	GBP 50.00
Balance		GBP 1,000,000,000,000,000.00
<b>Total Taxes</b>		<b>GBP 0.99</b>

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

Next Cancel Back

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## Field Description

Field Name	Description
<b>Charges</b>	
<b>Account No</b>	The account which will be charged for the specific charge.
<b>Balance</b>	The balance in the account which will be charged.
<b>Description of Charges</b>	The description of the charges.
<b>Amount</b>	The amount that is maintained under the charge.
<b>Total Charges</b>	Displays the total charge that will be levied in the transaction.
<b>Taxes</b>	
<b>Account No.</b>	The account to be earmarked for taking the Taxes.
<b>Description of Taxes</b>	Displays the description charges applicable.
<b>Amount</b>	Displays the amount of taxes.
<b>Total Taxes</b>	Displays the total tax amount.

17. In the **Charges& Taxes** section, select the appropriate account, from the **Account No.** list

18. Click **Next** to save the entered details and proceed to the next level.

OR

Click the **Attachments** tab.  
OR  
Click **Back** to go back to previous screen.  
OR  
Click **Cancel** to cancel the transaction. The **Dashboard** appears

**Note:** If there is a Relationship pricing maintained for the customer, the same would be reflected in the charges instead of the standard pricing.

### 18.1.3 Attachments tab


The user can attach documents to the settlement in this tab.


#### To Attach Documents:

#### Attachments tab

#### Field Description

Field Name	Description
<b>Drag and Drop</b>	Click to browse and select the file to be uploaded or drag and drop the file to be uploaded.
<b>Document Name</b>	Displays the name of the attached documents. Displays the link to download the attached document.
<b>Document Category</b>	Displays the category of the document uploaded.


Field Name	Description
<b>Document Type</b>	Displays the type of the document uploaded.
<b>Add Remarks</b>	Displays the notes added, if any, for attaching the document.
	Click the icon to remove the attached document-

19. Click **Drag and Drop** to browse and select the required document present on your computer. The **Attach Document** popup window appears.
20. Select the required document present on your computer to upload.
21. Click **Upload** to upload document. The Attach Documents tab appears along with list of attached documents.  
OR  
Click  to remove the attached document.  
OR  
Click **Delete All** to delete all the attachments.
22. Read the **I accept the Terms and Conditions** by clicking on the hyperlink and click on check box to accept the Terms and Conditions.
23. Click **Preview** to have a preview of draft.
24. Click **Submit**.  
OR  
Click **Cancel** to cancel the transaction, The **Dashboard** appears.  
OR  
Click **Back** to go back to previous screen.
25. 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.
26. The success message collection settlement appears. Click **OK** to complete the transaction.

## 18.2 Multiple Bill Detailed Settlement Instruction

This facility allow the corporate users, to settle multiple Export Bills so that transaction can be initiated directly from channel as per the laws.

### To settle multiple Collection:

1. Navigate to **Settlement of Collection** transaction.
2. Select the **Multiple Collection Settlement multiple bills quickly** tab. 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

The screenshot shows the Futura Bank 'Settlement Of Collection' interface for 'GOODCARE PLC | \*\*\*Q44'. The main page has tabs for 'Single Collection' and 'Multiple Collection'. A 'Filter' modal is open on the right, containing the following fields:

- Collection Reference no**: A text input field.
- Available For Loan**: A dropdown menu with 'Please Select' as the current value.
- Drawee Name**: A text input field with 'All Parties' as the value.
- Drawer Name**: A text input field.
- Collection Maturity Date Range**: Two date pickers showing '05 Feb 2021' and '24 Feb 2022'.
- Payment Type**: Radio buttons for 'Sight' and 'Usance'.

At the bottom of the modal are 'Apply', 'Cancel', and 'Clear' buttons.

## Field Description

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



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

<b>Payment Type</b>	The type of payment.
---------------------	----------------------

The options are:

- Sight
- Usance

3. Click **Apply**. The search results appear based on the filter criteria.  
By Default the screen displays list of the collection in the Custom tab.

### Search Results – Collection Settlement – Current and Savings Account

**Settlement Of Collection**  
GOODCARE PLC | \*\*\*044

Select the mode of settlement for your Collection.

Single Collection  
Detailed settlement instruction

Multiple Collection  
Settle multiple Collection quickly

**Collection Settlement**

Select the mode of settlement for your Collection.

Current and Savings Account | Loan | Custom

☐ Select Collection

Filter Applied

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"/> PKIUUNA21255501	FIXNETIX	USANCE	04 Jun 2021	GBP200.00	GBP200.00	GBP200.00	Yes
<input type="checkbox"/> 000IUNA21259501	PHIL HAMPTON	USANCE	04 Jun 2021	GBP1,000.00	GBP1,000.00	GBP1,000.00	Yes
<input type="checkbox"/> PKIUUNA2125A1JN	PHIL HAMPTON	USANCE	04 Jun 2021	EUR1,000.00	EUR1,000.00	GBP862.07	Yes
<input type="checkbox"/> PKIICNM21251001	PHIL HAMPTON	MULTI_TENOR	17 May 2021	GBP10,000.00	GBP10,000.00	GBP10,000.00	No
<input type="checkbox"/> 000IUNA21258001	PHIL HAMPTON	USANCE	04 Jun 2021	GBP1,000.00	GBP1,000.00	GBP1,000.00	Yes
<input type="checkbox"/> PK3OBCL21254002	PREETHIII	USANCE	04 Jun 2021	GBP10,000.00	GBP8,000.00	GBP8,000.00	Yes

Page 1 of 29 (1-6 of 174 items)

Total Selected Collection: 0

Total Settlement Amount in Local Currency: GBP0.00

Select Account

XXXXXXXXXXXX0017

Balance : GBP9999960.043.001.66

Special Instructions

Submit Cancel Back

\*Note : The Local currency equivalent is based on current date exchange rate and the final value may vary

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## Field Description

Field Name	Description
<b>Current and Savings Account / Loan Account</b>	<p>Option to select a CASA account or Loan account.</p> <ul style="list-style-type: none"><li>Current and Savings Account: The user can select the Current and Savings account that he wishes to use for settlement of collection.</li></ul> <hr/> <p>Note: The balance in CASA account should be equal or more than the equivalent amount of collection in collection's currency, which is being settled, in case of single collection being liquidated.</p> <hr/> <ul style="list-style-type: none"><li>Finance: The user can select this option to apply for a loan directly from the page. Bank would be informed that the corporate user is looking for a loan.</li><li>Custom: The user can select this option for custom account</li></ul>
<b>Select Collection</b>	The option to select multiple collection to apply for the settlement.
<b>Check Box (Account Selection)</b>	The option against each collection, to select a Current and Savings Account which he wishes to use. The available balance in the casa account is also displayed so that he can take an informed decision.
<b>Collection Reference Number</b>	The collection reference number.
<b>Drawer Name</b>	The name of the drawer.
<b>Maturity Date</b>	The date on which the collection will gets matured.
<b>Payment Type</b>	<p>The type of payment.</p> <p>The options are:</p> <ul style="list-style-type: none"><li>Sight</li><li>Usance</li></ul>
<b>Collection Amount</b>	The collection amount.
<b>Outstanding Collection Amount</b>	Displays the outstanding Collection Amount for settlement.
<b>Outstanding Collection Amount in Local Currency</b>	Displays the outstanding Collection amount in local currency.

Field Name	Description
<b>Available for Loan</b>	Whether the collection is available for loan or not. The options are: <ul style="list-style-type: none"> <li>• Yes</li> <li>• No</li> </ul>
<b>Total Selected Collection</b>	Displays the total number of collection selected for settlement.
<b>Total Settlement Amount in Local Currency</b>	Displays the total settlement amount in local currency.
<b>Special Instructions</b>	Any remarks to be entered.

---

4. Select the check box against the **Collection Reference Number** which is to be settled.  
OR  
Select the **Select Collection** check box to select multiple collection to apply for the settlement.
5. Select the **Current and Savings Account** option, if he wishes to use it for settlement of collection.  
OR  
Select this **Finances** option to apply for a loan directly from the page.  
OR  
Select the **Custom** option for custom account
6. From the **Select Account** list, select the account from which the transfer needs to be made for settlement of collection.
7. In the **Special Instructions** field, enter the remarks/special instructions.
8. 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.
9. Verify the details, and click **Confirm**.  
OR  
Click **Cancel** to cancel the transaction.  
OR  
Click **Back** to navigate back to previous screen.
10. The success message initiation of Collection settlement appears.  
OR  
Click **Trade Finance Overview** to go to the **Trade Dashboard** screen.

### 18.2.1 Settlement of Collection – Loan

The Finance tab allows to settle the collection using loan account.

#### To settle the Collection using loan account

11. In the the **Settlement of Collection** screen, click the Loan tab. The **Settlement of Collection - Loan** tab.

#### Settlement of Collection - Loan

ViewerATM & Branch LocatorEnglish

Search ...

Welcome, OBDX maker  
Last login: 24 Feb 01:28 PM

Settlement Of Collection  
GOODCARE PLC | \*\*\*044

Select the mode of settlement for your Collection.

Single Collection  
Detailed settlement instruction

Multiple Collection  
Settle multiple collection quickly

Collection Settlement

Select the mode of settlement for your Collection.

Current and Savings Account

Loan

Custom

☐ Select Collection

Filter Applied

Collection Reference Number	Drawer Name	Payment Type	Maturity Date	Collection Amount	Outstanding Collection Amount	Outstanding Collection Amount in Local Currency*	Available For Loan
AT31UIN2424	ABD Ltd	Usance	15 Dec 2018	EUR 4000000	EUR 4000000	GBP 3400000	Yes
AT31UIN2424	India Mart	Sight	02 Feb 2019	USD 2000000	USD 2000000	GBP 1540000	Yes
AT31UIN2424	A1 Engines	Usance	31 Mar 2019	GBP 7000000	GBP 7000000	GBP 7000000	Yes
AT31UIN2424	MRF Tyres	Usance	11 Apr 2019	YEN 7200000	YEN 7200000	GBP 50400	Yes
AT31UIN2424	Perfect Spares	Sight	28 Apr 2019	GBP 1800000	GBP 1800000	GBP 1800000	Yes

Page 1 of 6 (1-10 of 58 items)

< 1 2 3 4 5 6 > 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 : The Local currency equivalent is based on current date exchange rate and the final value may vary

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

ORACLE®

18-16

Field Name	Description
<b>Drawer Name</b>	The name of the drawer.
<b>Payment Type</b>	The type of payment. The options are: <ul style="list-style-type: none"> <li>• Sight</li> <li>• Usance</li> </ul>
<b>Maturity Date</b>	The date on which the collection will gets matured.
<b>Collection Amount</b>	The collection amount.
<b>Outstanding Collection Amount</b>	Displays the outstanding Collection Amount for settlement.
<b>Outstanding Collection Amount in Local Currency</b>	Displays the outstanding Collection amount in local currency.
<b>Available for Loan</b>	Whether the collection is available for loan or not. The options are: <ul style="list-style-type: none"> <li>• Yes</li> <li>• No</li> </ul>
<b>Total Selected Collection</b>	Displays the total number of collection selected for settlement.
<b>Total Settlement Amount in Local Currency</b>	Displays the total settlement amount in local currency.
<b>Apply for Loans</b>	Select this option to apply for loan.
<b>Special Instructions</b>	Any remarks to be entered.

12. 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.
13. Select **Apply for Loan** check box, to apply for the loan to settle the collection.
14. Repeat steps 6 to 9 of **Settlement of Collection** section.

### 18.2.2 Settlement of Collection – Custom

The Custom tab allows to settle the collection using custom account.

#### **To settle the Collection**

15. In the the **Settlement of Collection** screen, click the **Custom** tab. The **Settlement of Collection - Custom** tab.

## Search Results – Settlement of Collection - Custom

[Viewer](#)
[ATM & Branch Locator](#)
[English](#)

Welcome, OBDX maker  
Last login: 24 Feb 09:28 PM

### Settlement Of Collection

GOODCARE PLC | \*\*\*Q44

Select the mode of settlement for your Collection.

Single Collection  
Detailed settlement instruction

Multiple Collection  
Settle multiple Collection quickly

#### Collection Settlement

Select the mode of settlement for your Collection.

Current and Savings Account

Loan

Custom

☐ Select Collection

Filter Applied

Required

☒

PKIUUA2125501

Drawer Name  
FOXNETIX

Maturity Date  
04 Jun 2021

Payment Type  
USANCE

Collection amount  
GBP200.00

Input Payment Details

Current and Savings Account

Loan

Pay From

xxxxxxxxxxxx0017

Balance : GBP999960.043,001.66

☒

000IUA21259501

Drawer Name  
PHIL HAMPTON

Maturity Date  
04 Jun 2021

Payment Type  
USANCE

Collection amount  
GBP1,000.00

Input Payment Details

Current and Savings Account

Loan

Pay From

xxxxxxxxxxxx0017

Balance : GBP999960.043,001.66

☐

PKIUUA2125A13N

Drawer Name  
PHIL HAMPTON

Maturity Date  
04 Jun 2021

Payment Type  
USANCE

Collection amount  
EUR1,000.00

Local Currency Equivalent:  
GBP962.07

☐

PKIICNM21251001

Drawer Name  
PHIL HAMPTON

Maturity Date  
17 May 2021

Payment Type  
MULTI\_TENOR

Collection amount  
GBP10,000.00

☐

000IUA21258001

Drawer Name  
PHIL HAMPTON

Maturity Date  
04 Jun 2021

Payment Type  
USANCE

Collection amount  
GBP1,000.00

Page 1 of 33 (1-5 of 162 items)

1 2 3 4 5 ... 33

Total Selected Collection  
2

Total Settlement Amount in Local Currency  
GBP1,200.00

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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18-19

## Field Description

Field Name	Description
<b>Select Collection</b>	The option to select multiple collection to apply for the settlement.
<b>Check Box (Account Selection)</b>	The option against each collection, to select a Current and Savings Account which he wishes to use. The available balance in the casa account is also displayed so that he can take an informed decision.
<b>Collection Reference Number</b>	The collection reference number.
<b>Drawer Name</b>	The name of the drawer.
<b>Maturity Date</b>	The date on which the collection will gets matured.
<b>Payment Type</b>	The type of payment. The options are: <ul style="list-style-type: none"><li>• Sight</li><li>• Usance</li></ul>
<b>Collection Amount</b>	The collection amount.
<b>Total Selected Collection</b>	Displays the total number of collection selected for settlement.
<b>Total Settlement Amount in Local Currency</b>	Displays the total settlement amount in local currency.
<b>Special Instructions</b>	Any remarks to be entered.

16. 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 - Custom

[Viewer](#)
[ATM & Branch Locator](#)
[English](#)

GOODCARE PLC | \*\*\*Q44

Settlement Of Islamic Collection

Select the mode of settlement for your Collection.

Single Collection

Multiple Collection

Collection Settlement

Select the mode of settlement for your Collection.

Current and Savings Account

Finance

Custom

☐

PK2IINC21I25A3H1

Drawer Name

MARKS AND SPENCER

Maturity Date

05 May 2021

Payment Type

SIGHT

Collection amount

GBP3,000.00

☐

PK2IINC21I25A6Y1

Drawer Name

MARKS AND SPENCER

Maturity Date

25 May 2021

Payment Type

SIGHT

Collection amount

USD1,000.00

Local Currency Equivalent:

GBP781.25

☐

PK2IINC21I25AAF3

Drawer Name

MARKS AND SPENCER

Maturity Date

25 May 2021

Payment Type

SIGHT

Collection amount

GBP5,000.00

☐

PK2IINC21I25ACQD

Drawer Name

MARKS AND SPENCER

Maturity Date

25 May 2021

Payment Type

SIGHT

Collection amount

GBP5,000.00

☐

PK2IINC21I256002

Drawer Name

MARKS AND SPENCER

Maturity Date

19 May 2021

Payment Type

SIGHT

Collection amount

GBP10,000.00

Page 1 of 5 (1-5 of 25 items)

1

2

3

4

5

Total Selected Collection

0

Total Settlement Amount in Local Currency

GBP0.00

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 Finance being sanctioned by the date of settlement.

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## Field Description

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

<b>Select Collection</b>	The option to select multiple collection to apply for the settlement.
--------------------------	---

<b>Check Box (Account Selection)</b>	The option against each collection, to select a CASA account which he wishes to use. The available balance in the casa account is also displayed so that he can take an informed decision.
--------------------------------------	--

18-21

Field Name	Description
<b>Collection Reference Number</b>	The collection reference number.
<b>Drawer Name</b>	The name of the drawer.
<b>Maturity Date</b>	The date on which the collection will gets matured.
<b>Payment Type</b>	The type of payment. The options are: <ul style="list-style-type: none"> <li>• Sight</li> <li>• Usance</li> </ul>
<b>Collection Amount</b>	The collection amount.
<b>Input Payment Details</b>	
<b>CASA Account / Loan Account</b>	Option to select a CASA account or Loan account. <ul style="list-style-type: none"> <li>• Current and Savings Account: The user can select the Current and Savings Account that he wishes to use for settlement of collection.</li> </ul> <hr/> 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. <hr/> <ul style="list-style-type: none"> <li>• Loan Account: The user can select this option to apply for a loan directly from the page. Bank would be informed that the corporate user is looking for a loan.</li> </ul>
<b>Pay From</b>	Source account from which the funds are to be transferred for settlement of collection.
<b>Balance</b>	Net balance in the selected source account.
<b>Forward Deal Reference Number</b>	The forward deal reference number for settlement of collection.
<b>Total Selected Collection</b>	Displays the total number of collection selected for settlement.
<b>Total Settlement Amount in Local Currency</b>	Displays the total settlement amount in local currency.

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

<b>Special Instructions</b>	Any remarks to be entered.
-----------------------------	----------------------------

27. Select the **Current and Savings Account** option, if he wishes to use it for settlement of collection.  
OR  
Select this **Finances** option to apply for a loan directly from the page.
28. From the **Select Account** list, select the account from which the transfer needs to be made for settlement of collection.
29. 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.

The screenshot displays the 'Pre booked Deals' overlay screen. At the top, there are input fields for 'Deal Reference Number' and 'Exchange Rate'. Below these is a 'Link Forex Deals' section with a search bar. A table lists pre-booked deals with the following data:

Forex Reference Number	Expiry Date	Exchange Rate	Sell Amount	Buy Amount	Linked Amount
<input type="checkbox"/> PK2FXF120076A006	9/30/21	1.33	USD 148,960.00	GBP 112,000.00	
<input type="checkbox"/> PK2FXF1200764508	7/16/21	1.33	USD 2,660.00	GBP 2,000.00	
<input type="checkbox"/> PK2FXF1200767507	7/16/21	1.33	USD 2,660.00	GBP 2,000.00	
<input type="checkbox"/> PK2FXF1200766008	7/16/21	1.33	USD 101,080.00	GBP 76,000.00	

At the bottom, there are 'Submit' and 'Close' buttons. A notification bubble in the bottom right corner indicates 'Total Linked A' with a count of 1.

- a. In the **Deal Reference Number** field, enter the deal reference number.
  - b. In the **Exchange Rate** field, enter the exchange rate.
  - c. 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.
30. In the **Special Instructions** field, enter the remarks/special instructions.
31. 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.
32. Verify the details, and click **Confirm**.  
OR

Click **Cancel** to cancel the transaction.

OR

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

33. The success message initiation of Collection settlement appears.

OR

Click **Trade Finance Overview** to go to the **Trade Dashboard** screen

## 19. Modify Collection

Using this option, you can modify 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 export Collection should exist for the party ID and party must having view rights for it

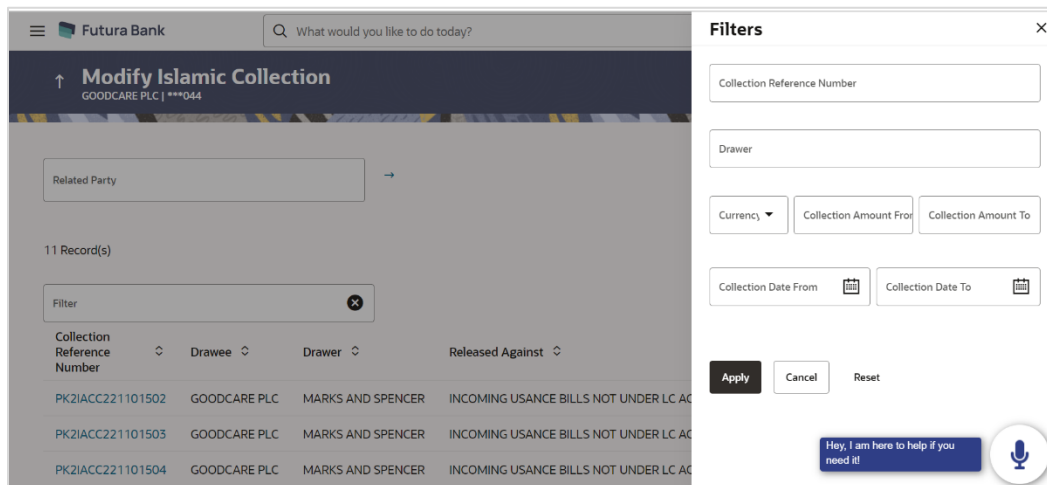
### How to reach here:

*Dashboard > Toggle menu > Trade Finance > Collection > Import Collection > Update Import Collection > Modify Collection*

### To modify the Collection:

1. The **Modify Collection** screen appears.
2. Click  to filter based on the filter criteria. The Filter overlay screen appears

### Modify Collection



### Field Description

Field Name	Description
Collection Reference Number	The import collection reference number.
Drawer	The name of the drawer under the collection.

Field Name	Description
<b>Currency</b>	The name of the currency under the Collection.
<b>Collection Amount Range - From</b>	The start of the collection amount range used for searching the Collection.
<b>Collection Amount Range - To</b>	The end of the collection amount range used for searching the Collection.
<b>Collection Date Range - From</b>	The start date of the collection issuing date range used for searching the Collection.
<b>Collection Range - Date To</b>	The end date of the collection issuing date range used for searching the Collection.

- Enter the filter criteria and click **Apply**.  
The **Modify Collection** screen appears with the search results.  
OR  
Click **Reset** to reset the search criteria.

**Note:** Blank search is also allowed.

## Modify Collection – Search Results

**Modify Collection**  
GOODCARE PLC | \*\*\*044

Related Party

86 Record(s)

Filters Download Manage Columns

Collection Reference Number	Drawee	Drawer	Released Against	Transaction Date	Collection Amount
PK2FOP2221101008	GOODCARE PLC	MARKS AND SPENCER	COLLECTIONS TO COACCEPTANCE	4/20/2022	GBP
PK2ISNC221106556	GOODCARE PLC	MARKS AND SPENCER	INCOMING DOCUMENTARY SIGHT BILLS NOT UNDER LC ON COLLECTION	4/20/2022	GE
PK2ISNC221106606	GOODCARE PLC	MARKS AND SPENCER	INCOMING DOCUMENTARY SIGHT BILLS NOT UNDER LC ON COLLECTION	4/20/2022	GBP
PK2FOP2221101007	GOODCARE PLC	MARKS AND SPENCER	COLLECTIONS TO COACCEPTANCE	4/20/2022	GBP
PK2ISN1221105002	GOODCARE PLC	MARKS AND SPENCER	INCOMING DOCUMENTARY SIGHT BILLS NOT UNDER LC ON COLLECTION	4/20/2022	GBP
PK2ISNC221106557	GOODCARE PLC	MARKS AND SPENCER	INCOMING DOCUMENTARY SIGHT BILLS NOT UNDER LC ON COLLECTION	4/20/2022	GE
PK2ISNC221106562	GOODCARE PLC	MARKS AND SPENCER	INCOMING DOCUMENTARY SIGHT BILLS NOT UNDER LC ON COLLECTION	4/20/2022	GBP
PK2ISNC221106568	GOODCARE PLC	MARKS AND SPENCER	INCOMING DOCUMENTARY SIGHT BILLS NOT UNDER LC ON COLLECTION	4/20/2022	GE
PK2ISNC221106580	GOODCARE PLC	MARKS AND SPENCER	INCOMING DOCUMENTARY SIGHT BILLS NOT UNDER LC ON COLLECTION	4/20/2022	GE
PK2ISNC221106598	GOODCARE PLC	MARKS AND SPENCER	INCOMING DOCUMENTARY SIGHT BILLS NOT UNDER LC ON COLLECTION	4/20/2022	GE

Total Equivalent Outstanding Amount GBP 101,211.00

ⓘ 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.

Hey, I am here to help if you need it!

## Field Description

Field Name	Description
<b>Collection Reference Number</b>	The collection reference number. Displays the link to view the Import collection details.
<b>Drawee</b>	The name of the drawee of the import collection.
<b>Drawer</b>	The name of the drawer of the import collection.
<b>Released Against</b>	The product name of the import collection.
<b>Transaction Date</b>	The transaction date of the import collection.
<b>Collection Amount</b>	The import collection amount.
<b>Equivalent Collection Amount</b>	The equivalent import collection amount.
<b>Total Equivalent Outstanding Amount</b>	The total outstanding amount is displayed in local currency.

4. Click the **Download** to download the collection list. You can download the list in PDF or CSV formats.
5. Click on the **Manage Column** to setup a column preferences by rearranging or removing columns.
6. Click the required link in the **Collection Reference Number** column. The **Modify Collection** details screen appears with the details of the selected Export Collection. By default, **Discount** tab appears.

**Note:** If there is a Relationship pricing maintained for the customer, the same would be reflected in the charges instead of the standard pricing.

## 19.1 Modify Collection - Settlement

User will be able to see the collection details along with the Base Date and Tenor and will be allowed to change the tenor, which automatically would get reflected in Maturity Date of the transaction.

The user can change whether collaterals are to be used and Advance by Loan is required or not.

## Modify Collection - Settlement

**Modify Collection**  
GOODCARE PLC | \*\*\*044

View Collection Details

Party Name GOODCARE PLC	Collection Reference No PK2IUANA221106012 <span>Active</span>	Product Name INCOMING DOCUMENTARY USANCE BILLS NOT UNDER LC ON ACCEPTANCE	Collection Amount GBP 9,999.00
----------------------------	--	---	-----------------------------------

☒ Settlement Details  
☐ Forex Deals  
☐ Charges  
☐ Attachments

**Settlement Details** View Limits  
 Base Date  
 4/20/2022  
 Tenor  
 30  
 New Maturity Date will be :5/20/2022  
☒ Settlement Account  

Current Balance : GBP 997,582,239.96

☒ 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.  
 Settle Available Balance  
☐ Yes ☒ No  
 Loan Preference  
 Contract Currency  
 GBP  

Advance by loan-TAD4

GBP

12

Min Tenor Max Tenor  
 Tenor Type  
 Month

Original Exchange Rate  
 1

Avalization/Co-Acceptance Requested  
☐ No ☒ Yes

Next Cancel Back

Hey, I am here to help if you need it!

## Field Description

Field Name	Description
Party Name	The name of the applicant is displayed.
Collection Reference Number	The import collection reference number.
Product Name	The import LC product name under which the LC is created.
Collection Amount	Displays the amount of the import collection.
Settlement Details	



Field Name	Description
<b>Base Date</b>	The date that is considered as base date for collection application.
<b>Tenor</b>	The tenor of the collection.
<b>New Maturity Date will be</b>	The maturity date of the transaction that depends on the tenor of the bill as entered in <b>Tenor</b> field.
<b>Pay with Collateral</b>	<p>The option to select whether collaterals are to be used.</p> <p>Click the <a href="#">View Collateral Details</a> link to view the collateral details.</p>
<b>Settlement Account</b>	The settlement account number.
<b>Apply for Loans</b>	The option to select whether advance by finance is required or not.
<b>Settle Available Balance</b>	<p>Option to select whether the user wishes to settle all funds available in the settlement account.</p> <p>The options are:</p> <ul style="list-style-type: none"> <li>• Yes</li> <li>• No</li> </ul> <p>This field appears if Immediate Liquidation is applicable and will be populated with the Outstanding Bill Amount in read only mode.</p>
<b>Loan Preference</b>	
<b>Loan Product</b>	<p>This field displays the Loan Product defaulted from back-office.</p> <p>The user can change the value.</p>
<b>Loan Currency</b>	This field displays either the Contract Currency or a Branch Local currency. The default should be Contract currency.
<b>Tenor</b>	<p>The system fetches the default Loan Tenor from the back-office system.</p> <p>The user can change the value.</p>
<b>Tenor Type</b>	This field displays the tenor type fetches from the back-office system.
<b>Original Exchange Rate</b>	This field displays the Original Exchange Rate fetches from the back-office system.

Field Name	Description
<b>Avalisation/Co acceptance Requested</b>	<p>The option allows the user to select if the bill is to be avalised.</p> <p>The options are:</p> <ul style="list-style-type: none"> <li>• Yes</li> <li>• No</li> </ul>

7. In the **Tenor** field, enter the value for tenor.
8. Select this **Pay With Collaterals** option to settle the collection using collaterals.
9. Click the **View Collateral Details** link to view the collateral details. The **Collateral Details** overlay screen appears.
10. Select the **Settlement Account** option if he wishes to use it for settlement of collection.
  - a. From the **Settlement Account** list, select the account from which the transfer needs to be made for settlement of collection.
11. Select the **Apply for by Loan** option, to settle the collection using finance account.
  - a. In the **Settle Available Balance**, select the appropriate option.
  - b. From the Loan Product field, change the product if required.
12. In the **Tenor** field, modify the value for tenor, if required. Click **Next** to save the details entered and proceeds to next level of details.  
 OR  
 Click **Cancel** to cancel the transaction, The Dashboard appears.  
 OR  
 Click **Back** to go back to previous screen.

### 19.1.1 **Modify Collection – Forex Deals**

This tab allows the user to link forex deals.

Viewer

ATM/Branch

English

Search ...

Q

Welcome, obdy checker

Last login 16 Nov 03:03 PM

Modify Collection

NATIONAL FREIGHT CORP | \*\*\*153

Party Name

NATIONAL FREIGHT CORP

Collection Reference No

PK11UNA21125A8HL

ACTIVE

Product Name

INCOMING DOCUMENTARY USANCE BILLS NOT UNDER LC ON ACCEPTANCE

Collection Amount

GBP11,000.00

Discount

Forex Deals

Charges

Attachments

Forex Deals

Link Forex Deals

Search...

Q

Total Collection Amount

USD 20,000.00

Forex Reference Number	Expiry Date	Exchange Rate	Sell Amount	Buy Amount	Linked Amount
<input checked="" type="checkbox"/> PK2FXF1200764512	30 Jun 2021	1.33	GBP75,187.97	USD100,000.00	USD200.00
<input type="checkbox"/> PK2FXF1200767005	24 Sep 2021	1.43	GBP286,000.00	USD408,980.00	
<input type="checkbox"/> PK2FXF1200767007	27 Aug 2021	1.43	GBP499.30	USD1,000.00	
<input type="checkbox"/> PK2FXF1200766507	29 Jul 2021	1.43	GBP97,202.80	USD139,000.00	
<input type="checkbox"/> PK2FXF1200766007	24 Dec 2021	1.43	GBP1,398,601.40	USD2,000,000.00	
<input checked="" type="checkbox"/> PK2FXF1200766508	30 Jun 2021	1.43	GBP92,307.69	USD132,000.00	USD500.00
<input type="checkbox"/> PK2FXF1200766509	30 Jul 2021	1.43	GBP318,890.00	USD456,012.70	

Page

1

of 1

(1-7 of 7 items)

<

1

>

Total Selected Deals

2

Total Linked Amount

USD700.00

Next


Cancel

Back

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Field Name	Description
Total Collection Amount	Displays the total collection amount.
Forex Reference Number	The deal reference number of the collection.
Expiry Date	The expiry date of the collection.
Exchange Rate	The exchange rate for the collection.
Sell Amount	The selling amount of the deal.
Buy Amount	The buying amount of the deal.

Field Name	Description
<b>Linked Amount</b>	The linked amount of the forex deal.
<b>Total Selected Deals</b>	Displays the total selected deals.
<b>Total Linked Amount</b>	Displays the total Linked Amount.

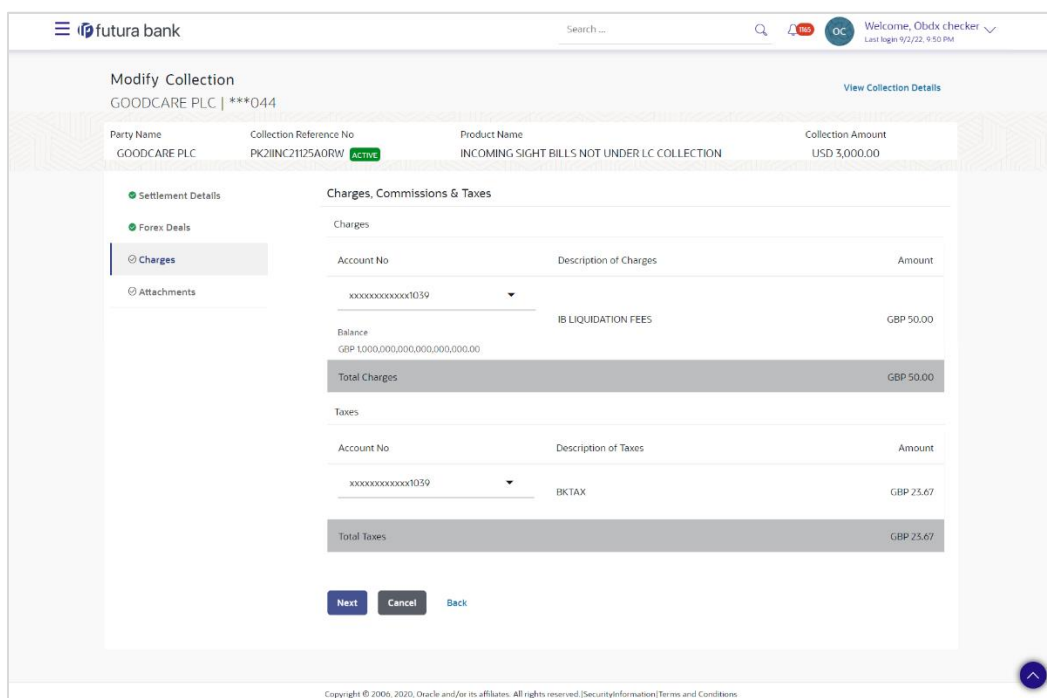
13. Enter the **Forex Reference Number** in the search field and click . The searched Deal Reference Number record details appear.  
OR  
Click the check box to select the required searched Deal Reference Number record.
14. In the **Linked Amount** field, enter the linked amount.
15. Click **Next** to save the details entered and proceeds to next level of details.  
OR  
Click **Cancel** to cancel the transaction, The Dashboard appears.  
OR  
Click **Back** to go back to previous screen.

### 19.1.2 Modify Collection - Charges, Commission & Taxes

This tab lists charges and Taxes against collection.

16. Click **Charges & Taxes** tab. The **charges and taxes** in the **Modify Collection** screen.  
OR  
Click **Back**. The **Modify Collection** screen appears.

#### Modify Collection - Charges, Commission & Taxes



**Modify Collection**  
GOODCARE PLC | \*\*\*044

Party Name: GOODCARE PLC | Collection Reference No: PK2IINC21125A0RW (ACTIVE) | Product Name: INCOMING SIGHT BILLS NOT UNDER LC COLLECTION | Collection Amount: USD 3,000.00

**Charges, Commissions & Taxes**

**Charges**

Account No	Description of Charges	Amount
xxxxxxxxxxxx1039	IB LIQUIDATION FEES	GBP 50.00
Balance		GBP 1,000,000,000,000,000.00
<b>Total Charges</b>		<b>GBP 50.00</b>

**Taxes**

Account No	Description of Taxes	Amount
xxxxxxxxxxxx1039	IBTAX	GBP 25.67
<b>Total Taxes</b>		<b>GBP 25.67</b>

Next Cancel Back

## Field Description

Field Name	Description
<b>Charges</b>	
<b>Account No</b>	Debit account number of the applicant.
<b>Balance</b>	The balance in the debit account.
<b>Description of Charges</b>	Displays the description charges applicable.
<b>Amount</b>	Displays the amount of charges.
<b>Total Charges</b>	Displays the total charge that will be levied in the transaction.
<b>Taxes</b>	
<b>Account Number</b>	Debit account number of the applicant.
<b>Balance</b>	The balance in the debit account.
<b>Description of Taxes</b>	Displays the description taxes applicable.
<b>Amount</b>	Displays the amount of taxes.
<b>Total Taxes</b>	Displays the total tax amount.
<b>Commissions</b>	
<b>Account Number</b>	Debit account number of the applicant.
<b>Balance</b>	The balance in the debit account.
<b>Description of Commission for</b>	Displays the description of commissions charged by bank.
<b>Amount</b>	Displays the amount of commission.
<b>Total Commission</b>	Displays the total commission amount.

- 
17. From the **Account No.** list, select the applicant account.
  18. Click **Next** to save the details entered and proceeds to next level of details.  
OR  
Click **Cancel** to cancel the transaction, The Dashboard appears.  
OR  
Click **Back** to go back to previous screen.

**Note:** If there is a Relationship pricing maintained for the customer, the same would be reflected in the charges instead of the standard pricing.


### 19.1.3 Modify Collection - 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.

#### Modify Collection - Attachments tab

#### Field Description

Field Name	Description
<b>Drag and Drop</b>	Click to browse and select the file to be uploaded or drag and drop the file to be uploaded.
<b>Document Attached</b>	Displays the attached documents. Displays the link to download the attached document.
<b>Document Category</b>	Displays the category of the document uploaded.
<b>Document Type</b>	Displays the type of the document uploaded.

Field Name	Description
<b>Add Remarks</b>	Displays the notes added, if any, for attaching the document.
	Click the icon to remove the attached document-
<b>Save as Template</b>	Options to save the transaction as template. The options are: <ul style="list-style-type: none"> <li>• Yes</li> <li>• No</li> </ul>
<b>Access Type</b>	Indicates the type of access for the template. The options are: <ul style="list-style-type: none"> <li>• Public</li> <li>• Private</li> </ul> <p>This field is enabled if the <b>Yes</b> option is selected in Save as Template.</p>
<b>Template Name</b>	The name using which template is stored and can be used in future.

19. Click **Drag and Drop** to browse and select the required document present on your computer. The **Attach Document** popup window appears.
20. Select the required document present on your computer to upload.
21. Click **Upload** to upload document. The Attach Documents tab appears along with list of attached documents.  
OR  
Click  to remove the attached document.  
OR  
Click **Delete All** to delete all the attachments.
22. Select the **Kindly Go through all the Standard Instructions**, check box.
23. Click the **Standard Instructions** link to view the customer instructions maintained by bank from back office.
24. Select the **I accept Terms and Conditions** check box to accept the Terms and Conditions.
25. Click **Submit**. The transaction is saved and the **Modify Islamic Collection – Review** screen appears.  
OR  
Click **Back** to go back to previous screen.  
OR  
Click **Cancel** to cancel the transaction, The **Dashboard** appears.
26. The review screen appears.  
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.

27. The success message appears along with the reference number. Click **OK** to complete the transaction.



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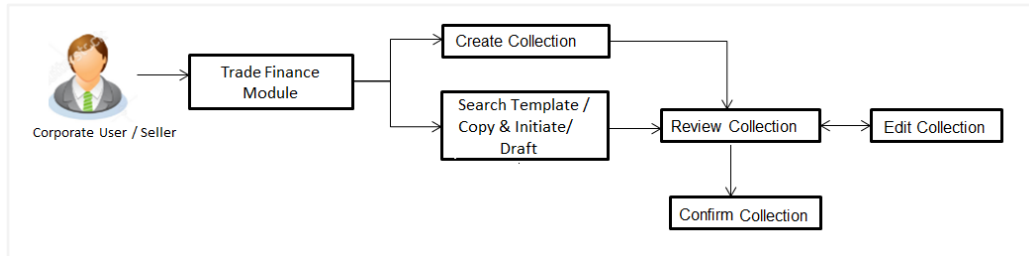
## 20. Initiate Collection

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*

### 20.1 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.

---

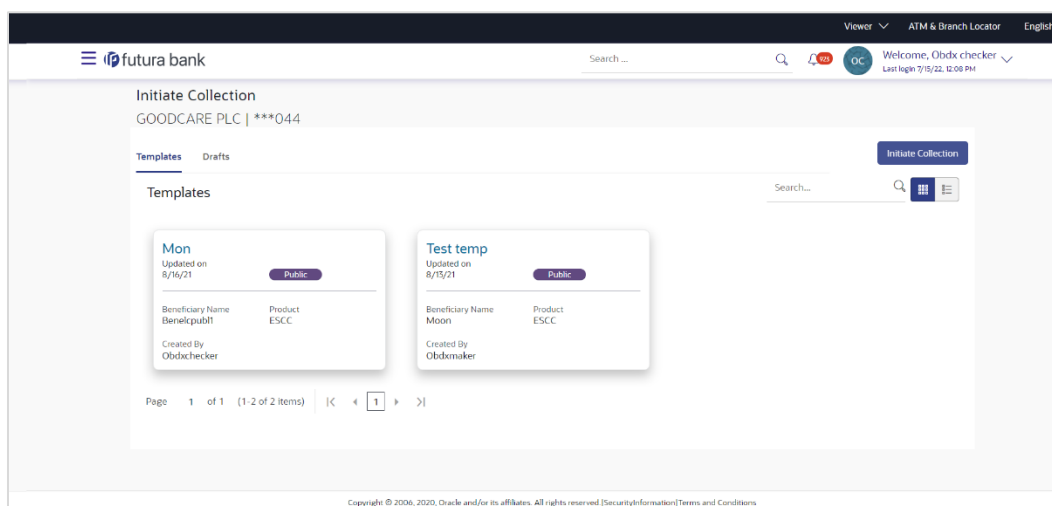
Note: Collection Application saved as **Template** can be re used any number of times for Collection Initiation.

---

### 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 Results



### Field Description

Field Name	Description
<b>Name</b>	The name using which template is stored and can be used to initiate a Collection application.
<b>Updated On</b>	The last updated date of the template.
<b>Access Type</b>	The type of access granted to template whether it is public or private.
<b>Beneficiary Name</b>	The beneficiary name against whom Collection is to be created.
<b>Product</b>	The name of product selected for Collection.
<b>Created by</b>	The name of the maker who created the template.

3. Click  or  to view the initiate Collection draft as Card or Tabular view.  
OR

Click  to delete the LC draft card.


4. Click **Initiate Collection** to initiate the collection. The **Initiate Collection** screen appears.

## 20.2 Search Collection Drafts

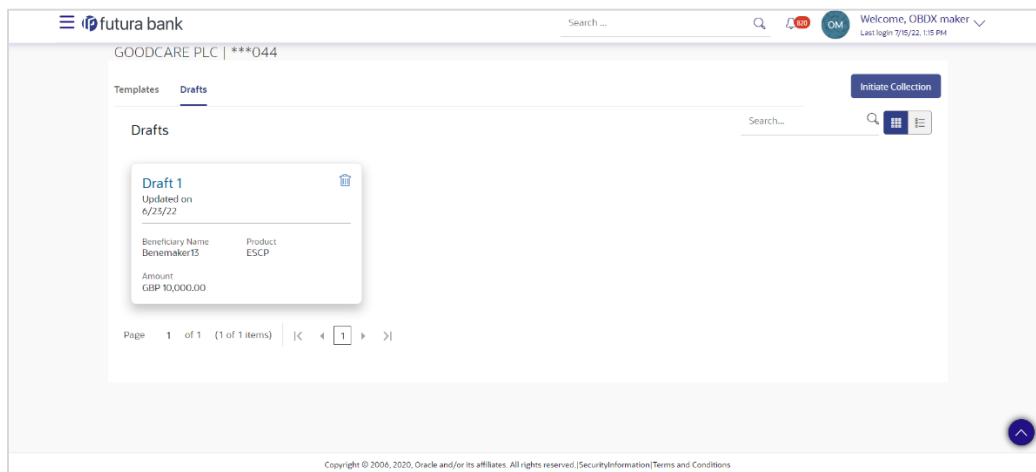
User can save Collection application as a Draft so that it can be used if required in future. User can search the saved Collection draft using Draft Name.

**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 Results**



### Field Description

Field Name	Description
<b>Search Results</b>	This section displays the search results.
<b>Draft Name</b>	The name of the draft for Collection application saved.
<b>Updated On</b>	The last date on which the draft was updated.
<b>Beneficiary Name</b>	The beneficiary name against whom Collection is created.
<b>Product</b>	The name of product selected for Collection.
<b>Amount</b>	The amount for the Collection along with the currency in which it is originated.

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

## 20.3 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

Futura Bank

What would you like to do today?

OC

↑ Initiate Collection  
GOODCARE PLC | \*\*\*044

Collection Details

Goods and Shipment Details

Bank & Instructions

Discount

Forex Deals

Charges and Taxes

Attachments

Collection Details

Drawer Details  
GOODCARE PLC

Address  
12 King Street  
lane no 4  
London  
Country  
United Kingdom

Drawee Details  
☐ Existing ☒ New

Drawee Name  
John Smith

Address  
10 Park Street

Kolkatta

Country  
India

Customer Reference Number

Free Of Payment  
☒ No ☐ Yes

Payment Type  
☐ Sight ☒ Usance ☐ Multi Tenor

Direct Dispatch  
☒ Yes ☐ No

Document Attached  
☒ Yes (Documentary) ☐ No (Clean)

Select Product  
OUTGOING DOCUMENTARY USANCE BILLS NOT U

Avalisation/Co-Acceptance Requested  
☒ No ☐ Yes

Operation Type  
Acceptance  
Currency  
AED  
Collection Amount  
AED100.00  
Local currency equivalent £22.29  
Tenor  
30  
Base Date Description  
After date of Bill Of Exchange  
Base Date  
4/20/2021  
Maturity Date  
5/20/2021  
Selected Documents  
Search by Document Nar

☒

Bill of Lading

1 / 2

0

1 / 2

0

☐

Air way Bill Docs

/

0

0 / 0

0

☐

PACKINGLIST

/

0

0 / 0

0

Next

Save as Draft

Cancel

## Field Description

Field Name	Description
<b>Collection Details</b>	
<b>Party ID</b>	The party ID of applying party.
<b>Branch</b>	The bank branch where the Collection contract is to be created.
<b>Drawer Details</b>	
<b>Drawer Name</b>	The name of applying party.
<b>Address</b>	The address of applying party.
<b>Country</b>	The country of applying party.
<b>Application Date</b>	Application date when Collection has to be initiated. It is the current date of the system/base branch.
<b>Drawee Details</b>	The drawee type. The options are: <ul style="list-style-type: none"><li>• Existing</li><li>• New</li></ul>
<b>Limits</b>	Indicates the available limits for applicant under the selected Line.  The limit details are also represented in a graphical manner with available, sanctioned and utilized limit details for the users.
<b>View Limit Details</b>	Click the link to open the Facility Summary screen.
<b>Drawee Name</b>	The name of drawee party. This can be existing beneficiary maintained earlier or a new one.
<b>Address</b>	The address of beneficiary party.  This field is enabled to enter the address details, if <b>New</b> option is selected in the <b>Beneficiary Details</b> field.
<b>Country</b>	The country of beneficiary party.  This field is enabled to enter the address details, if <b>New</b> option is selected in the <b>Beneficiary Details</b> field.

Field Name	Description
<b>Customer Reference Number</b>	The user provided customer reference number for the transaction.
<b>Bank Reference Number</b>	The user provided bank reference number for the transaction.
<b>Free of Payment</b>	Select this option if document will be released "Free of Payment" for the exports.
<b>Payment Type</b>	<p>The type of payment associated with the Collection.</p> <p>The options are:</p> <ul style="list-style-type: none"> <li>• Sight</li> <li>• Usance</li> <li>• Multi Tenor</li> </ul> <p>This field appear if you select <b>No</b> option in <b>Free of Payment</b> field.</p>
<b>Direct Dispatch</b>	<p>The option allows the user to select whether the bills to be dispatched directly or not.</p> <p>The options are:</p> <ul style="list-style-type: none"> <li>• Yes</li> <li>• No</li> </ul>
<b>Document Attached</b>	<p>It asks user if any document is a part of Collection.</p> <p>The options are:</p> <ul style="list-style-type: none"> <li>• Yes (Documentary)</li> <li>• No (Clean)</li> </ul>
<b>Select Product</b>	Indicates the product type as coming from Host based on the input parameters (Payment etc).
<b>Avalisation/Co acceptance Requested</b>	<p>The option allows the user to select if the bill is to be avalised.</p> <p>The options are:</p> <ul style="list-style-type: none"> <li>• Yes</li> <li>• No</li> </ul>
Below Document related fields appear if the user selects Yes (Documentary) option in Document Attached field.	
<b>Selected Documents</b>	Documents list have the list of documents with check boxes to choose along with the number of original or copies submitted and clauses they cater too.

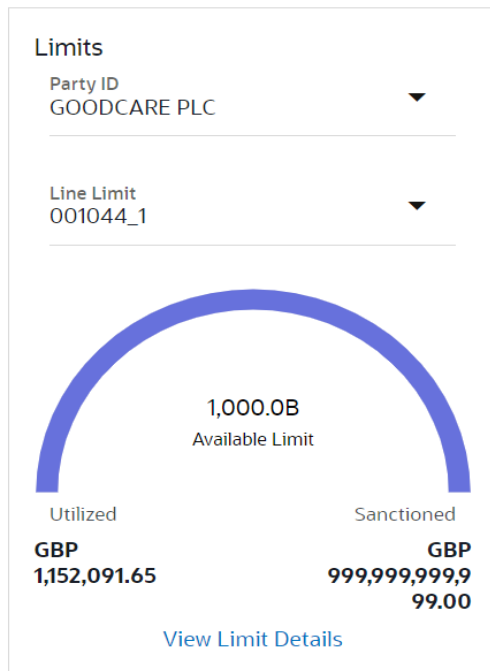
Field Name	Description
<b>Checkbox</b>	Displays the documents that you have selected from the list.
<b>Name of Document</b>	Name of the document to be sent along with the LCollectionC.
<b>Document Reference Number</b>	Reference number of the document.
<b>Original (First Mail)</b>	<p>The required number of original documents required for the selected document from first mail.</p> <p>It is provided as m/n, where m out of n available documents would be submitted to bank.</p>
<b>Copies (First Mail)</b>	The required number of copies required for the selected document from first mail.
<b>Original (Second Mail)</b>	<p>The required number of original documents required for the selected document from second mail.</p> <p>It is provided as m/n, where m out of n available documents would be submitted to bank.</p>
<b>Copies (Second Mail)</b>	The required number of copies required for the selected document from second mail.
<b>Clause</b>	The clauses maintained in the bank application for each of the document. A document can have multiple clauses.
<b>View Clause</b>	The link to view the clause maintained in the bank application for each of the document or to modify as per needs.
<b>View Clause</b> <p>This section appears if you select a document and click the <b>View Clause</b> link. In this section a user can view already maintained clause or can modify them as per his needs. User can select the pre-maintained clause using the identifiers under each clause.</p> <p>In a blank clause, corporate user can enter the details to have a clause customized to his/her requirement.</p>	
<b>Selected</b>	The clauses that you have selected from the Clause List. The selected clauses related documents are to be attached to the selected document.
<b>Clause</b>	The name of the clause.
<b>Clause Description</b>	The description and number of the selected clause.
<b>Collection Amount</b>	The collection amount.



Field Name	Description
<b>Collection Currency</b>	The currency in which Collection will be done.
Below fields appear if the user selects <b>Sight</b> and <b>Usance</b> option in Payment Type field.	
<b>Tenor</b>	The tenor of the Collection.
<b>Base Date Description</b>	This depicts the base code and its description. It describes what the chosen base date for application is.
<b>Base Date</b>	The date to be considered as base date for Collection application.
<b>Maturity Date</b>	The tenor added to the base date, when the Collection ceases to exist.
Below Tenor related fields appear if the user selects <b>Multi Tenor</b> option in <b>Payment Type</b> field.	
<b>Serial No.</b>	The serial number of the tenor record.
<b>Base Description</b>	This depicts the base code and its description. It describes what the chosen base date for application is.
<b>Base Date</b>	The date to be considered as base date for collection application.
<b>Tenor Days</b>	The tenor days of the collection.
<b>Transit Days</b>	The transit days of the collection.
<b>Maturity Date</b>	The tenor added to the base date, when the collection ceases to exist.
<b>Currency</b>	The base currency in which Bill is originated.
<b>Collection Amount</b>	The collection amount.
<b>In Local Currency Equivalent</b>	The collection amount in local currency.

2. From the **Drawer Details** field, select the drawer.
3. 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.


## Limits



## Field Description

Field Name	Description
Party ID	The party Id of the LC product.
Line Limit	Indicates the available limits for drawer 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.  
The bottom graph appears.
4. In the **Drawee 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.
5. In the **Customer Reference Number** field in the **Parties** section, enter the user provided customer reference number.

6. In the **Bank Reference Number** field in the **Parties** section, enter the user provided bank reference number.
7. Select the appropriate option from **Payment Type** field.
8. Select the appropriate option from **Direct Dispatch** field.
9. Select the appropriate option from **Document Attached** field to confirm any documents as a part of Collection.
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. 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.
14. In the **Original (First Mail)/ (Second Mail)** fields, enter the number of originals required for the selected document.
15. In the **Copies (First Mail)/ (Second Mail)** fields, enter the number of copies required for the selected document.
16. In the **Clause** column, click the **View/Edit** link of the 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.
17. 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 Description** list, select the appropriate option.
  - c. From the **Base Date** field, select the 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. From the **Currency** list, select the appropriate currency.
  - g. In the **Collection Amount** field, enter the bill amount.
  - h. Click  to delete the record.  
OR  
Click the **Add Tenor** link to add the tenor record.
18. If you select **Sight** or **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.
19. Click **Next** or click the **Goods & 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.

### 20.3.1 Initiate Collection - Goods and Shipment Details tab


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

#### Initiate Collection - Goods and Shipment Details tab

#### Field Description

Field Name	Description
Place of Taking in Charge/ Dispatch From	The Place of Receipt from where shipment will be done.
Place of Final Destination/ For Transportation to	The place of delivery of goods.
Port of Loading/ Airport of Departure	The place of dispatch or loading on board of the goods.

Field Name	Description
<b>Port of Discharge/ Airport of Destination</b>	The port of discharge of goods.
<b>Goods</b>	Section to add or remove the goods for shipment.
<b>Goods</b>	The type of good being shipped has to be chosen.
<b>Description of Goods</b>	The description of goods.
<b>Units</b>	The number of units of the goods
<b>Price Per Unit</b>	The price per unit of the goods.
<b>Quantity</b>	The number of units of the good covered under the Collection.
<b>Cost/ Unit</b>	The price per unit of the good covered under the Collection.
<b>Gross Amount</b>	The gross amount of goods.

20. In the **Place of Taking in Charge/ Dispatch From** field, enter the name of the place where the goods are to be received.
21. In the **Place of Final Destination/ For Transportation to** field, enter the name of the place for delivery of goods.
22. 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.
23. In the **Port of Discharge/ Airport of Destination** field, enter the name of the place for delivery of goods.
24. In the **Goods** section,
  - d. From the **Goods** list, choose the desire goods being shipped.
  - e. In the **Description of Goods** field, enter the description of the goods traded under the Collection.
  - f. In the **Quantity** field, enter the number of units of the goods traded under the Collection.
  - g. In the **Cost/ Unit** field, enter the price per unit of the goods traded under the Guarantee.
  - h. 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. \In the **Units** field, enter the number of units of the selected good.
25. 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.

### 20.3.2 Initiate Collection – Bank & Instructions tab

This tab includes the miscellaneous information which has to be passed to Bank as an instruction while initiating the Collection.

#### Initiate Collection – Bank & Instructions tab

The screenshot shows the 'Initiate Collection' form for 'GOODCARE PLC | \*\*\*044'. The 'Bank & Instructions' tab is active. On the left, a sidebar lists various tabs: Collection Details, Goods & Shipment Details, Bank & Instructions (selected), Discount, Forex Deals, Charges, and Attachments. The main form area has two radio buttons for 'Collection Bank': 'SWIFT Code' (selected) and 'Name & Address'. Below this, the 'Collecting Bank' field contains 'RBOSGBZL' with a 'Reset' button. The 'Address' field contains 'RABO BANK' and 'RBOSGBZL'. The 'Special Instructions' field contains 'Advice acceptance due date by swift'. There is a checkbox for 'Standard Instructions' with the label 'Kindly go through all the Standard Instructions' and a checked box. At the bottom, there are buttons for 'Next', 'Save as Draft', 'Cancel', and 'Back'. The top of the page shows the 'futura bank' logo, a search bar, and user information: 'Welcome, obdx checker' and 'Last login 16 Nov 11:59 AM'. The footer contains copyright information: 'Copyright © 2006, 2020, Oracle and/or its affiliates. All rights reserved. [SecurityInformation]Terms and Conditions' and a 'Help' button.

#### Field Description

Field Name	Description
<b>Collection Bank</b>	The option to select the mode of collection bank. The options are: <ul style="list-style-type: none"><li>• SWIFT Code</li><li>• Name and Address</li></ul>
<b>SWIFT Code</b>	The SWIFT code of collection Bank. This field is enabled if the <b>SWIFT Code</b> option is selected in the <b>Collection Bank</b> field.
<b>Lookup SWIFT Code</b>	Search and select the SWIFT code of the advising bank, available in the application.
<b>SWIFT code Look up</b>	The following fields appear on a pop up window if the <b>Lookup SWIFT Code</b> link is clicked.

Field Name	Description
<b>Swift Code</b>	The facility to lookup bank details based on SWIFT code.
<b>City</b>	The facility to search for the SWIFT code based on city.
<b>Bank Name</b>	The facility to search for the SWIFT code based on the bank name.
<b>SWIFT Code Lookup Search Results</b>	This section displays the SWIFT Code Lookup search results.
<b>Bank Name</b>	The names of banks as fetched on the basis of the search criteria specified.
<b>Address</b>	The complete address of each bank as fetched on the basis of the search criteria specified.
<b>SWIFT Code</b>	The list of SWIFT codes as fetched on the basis of the search criteria specified.
<b>Collecting Bank Name</b>	The name of Bank who acts on behalf of Drawee.
<b>Address</b>	The address of Issuing Bank.
Below fields are enabled if the <b>Name &amp; Address</b> option is selected in the <b>Collection Bank</b> field.	
<b>Name</b>	The name of Bank who acts on behalf of Collection.
<b>Address</b>	The address of Collection Bank.
<b>Country</b>	The name of Collection Bank's country.
<b>Special Instructions</b>	Any instructions provided to bank for creation of Collection is mentioned here.

- 
26. In the **Collection Bank** field, select the appropriate option.
  27. If you select **SWIFT Code** option, enter the SWIFT code of Collection Bank in the SWIFT Code field.  
OR  
Click the **Lookup SWIFT Code** to search and select the SWIFT Code
  28. Click **Verify** to verify the details.  
The Issuing bank details appears.  
OR  
Click **Reset** to cancel entered details.
  29. If you select **Name and Address** option:

- i. In the **Name** field, enter the name of the collection bank.
- ii. In the **Address (1-3)** field, enter the address of the collection bank
30. From the **Country** field, select the appropriate country.
31. In the **Special Instructions** field, enter the instructions provided to bank for creation of Collection.
32. Select the **Kindly Go through all the Standard Instructions**, check box.
33. Click the Standard **Instructions** link to view the customer instructions maintained by bank from back office. Click **Next** or click the **Discount** tab.
34. Click **Back** to go back to previous screen.  
OR  
Click **Cancel** to cancel the transaction, The **Dashboard** appears.

### 20.3.3 Initiate Collection - Discount tab

This tab allows the corporate user to request for Confirmation and Discounting Pricing details.

#### Initiate Collection - Discount tab

#### Field Description

Field Name	Description
<b>Operation Type</b>	Indicates the operation type required in the contract.
<b>Discounting Reference Number</b>	The discount reference number. This field appears, if the operation type is “Discount”.



Field Name	Description
<b>Financing Amount</b>	The financing amount.
Below fields appear, if you click the <b>Fetch Interest</b> button.	
<b>Interest Rate</b>	The slider to increase or decrease interest rate. This field appears, if the operation type is "Discount".
<b>Interest Rate</b>	The interest rate
<b>Interest Amount</b>	Displays the description charges applicable.

35. In the **Discounting Reference Number** field, enter the discounting reference number.
36. In the **Financing Amount** field, enter the financing amount.
37. Click **Fetch Interest**. The Interest Rate and Interest Amount field appears.  
OR  
Click **Reset** to clear the entered details.
38. Move the **Interest Rate** slider to increase or decrease the interest rate.
39. 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.

#### 20.3.4 Initiate Collection – Forex Deals

This tab allows the user to link forex deals.

Search...

Viewer
ATM/Branch
English

Initiate Collection

GOODCARE PLC | \*\*\*044

- Collection Details
- Goods & Shipment Details
- Bank & Instructions
- Discount
- Forex Deals**
- Charges
- Attachments

Forex Deals

Link Forex Deals

Search...

Total Collection Amount							USD1,200.00
Forex Reference Number	Expiry Date	Exchange Rate	Sell Amount	Buy Amount	Linked Amount		
<input type="checkbox"/> PK2FXF1200764512	30 Jun 2021	1.33	GBP75,187.97	USD100,000.00			
<input type="checkbox"/> PK2FXF1200767005	24 Sep 2021	1.43	GBP286,000.00	USD408,980.00			
<input checked="" type="checkbox"/> PK2FXF1200767007	27 Aug 2021	1.43	GBP699.30	USD1,000.00	USD1,000.00		
<input type="checkbox"/> PK2FXF1200766507	29 Jul 2021	1.43	GBP97,202.80	USD139,000.00			
<input type="checkbox"/> PK2FXF1200766007	24 Dec 2021	1.43	GBP1,398,601.40	USD2,000,000.00			
<input type="checkbox"/> PK2FXF1200766508	30 Jun 2021	1.43	GBP92,307.69	USD132,000.00			
<input type="checkbox"/> PK2FXF1200766509	30 Jul 2021	1.43	GBP318,890.00	USD456,012.70			

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

1

Total Selected Deals

1

Total Linked Amount

USD1,000.00

Next


Save as Draft

Cancel

Back

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Field Name	Description
Total Collection Amount	Displays the total bill amount.
Forex Reference Number	The deal reference number for settlement of bill.
Expiry Date	The expiry date of the bill settlement
Exchange Rate	The exchange rate for the settlement of bill.
Sell Amount	The selling amount of the deal.
Buy Amount	The buying amount of the deal.
Linked Amount	The linked amount of the forex deal.

Field Name	Description
<b>Total Selected Deals</b>	Displays the total selected deals.
<b>Total Linked Amount</b>	Displays the total Linked Amount.
<p>40. Enter the <b>Forex Reference Number</b> in the search field and click . The searched Deal Reference Number record details appear.</p> <p>OR</p> <p>Click the check box to select the required searched Deal Reference Number record.</p> <p>41. In the <b>Linked Amount</b> field, enter the linked amount.</p> <p>42. Click <b>Next</b> to save the details entered and proceeds to next level of details.</p> <p>OR</p> <p>Click <b>Save As Draft</b>, system allows transaction details to be saved as draft.</p> <p>(For more details, refer Save As Draft section.)</p> <p>OR</p> <p>Click <b>Cancel</b> to cancel the transaction, The <b>Dashboard</b> appears.</p> <p>OR</p> <p>Click <b>Back</b> to go back to previous screen.</p>	

### 20.3.5 Initiate Collection - Charges, Commission & Taxes

This tab lists charges and Taxes against collection.

43. Click **Charges & Taxes** tab. The **Charges Commission and Taxes** tab in the **Initiate Collection** screen appears.
- OR
- Click **Back**.

## Charges, Commission & Taxes

futura bank

Search ...

Welcome, Obdx checker

Last login: 9/2/22, 9:50 PM

Initiate Collection  
GOODCARE PLC | \*\*\*044

- Collection Details
- Goods & Shipment Details
- Bank & Instructions
- Discount
- Forex Deals
- Charges**
- Attachments

### Charges & Taxes

#### Charges

Account No	Description of Charges	Amount
xxxxxxxxxxxx0017	BC COURIER CHARGES	GBP 100.00
Balance	GBP 999999999.891,255,300.00	
xxxxxxxxxxxx1039	BC SWIFT CHARGES	GBP 150.00
Balance	GBP 1,000,000,000,000,000,000.00	
xxxxxxxxxxxx0017	BC SWIFT CHARGES	GBP 150.00
Balance	GBP 999999999.891,255,300.00	
<b>Total Charges</b>		<b>GBP 400.00</b>

#### Taxes

Account No	Description of Taxes	Amount
xxxxxxxxxxxx1039	BCTAX1	GBP 1.49
xxxxxxxxxxxx1039	BCTAX2	GBP 1.49
<b>Total Taxes</b>		<b>GBP 2.98</b>

Next Save as Draft Cancel Back

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### Field Description

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

#### Charges

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

<b>Balance</b>	The balance in the debit account.
----------------	-----------------------------------

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

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

<b>Total Charges</b>	Displays the total charge that will be levied in the transaction.
----------------------	---

#### Taxes

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

Field Name	Description
<b>Balance</b>	The balance in the debit account.
<b>Description of Taxes</b>	Displays the description taxes applicable.
<b>Amount</b>	Displays the amount of taxes.
<b>Total Taxes</b>	Displays the total taxes that will be levied in the transaction.
<b>Commissions</b>	
<b>Account No</b>	Debit account number of the applicant.
<b>Balance</b>	The balance in the debit account.
<b>Percentage</b>	Displays the percentage of collection charged as commission.
<b>Amount</b>	Displays the amount of commission.
<b>Total Commissions</b>	Displays the total commissions that will be levied in the transaction.

---

44. From the **Account No.** list, select the applicant account.

45. 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.

---

**Note:** If there is a Relationship pricing maintained for the customer, the same would be reflected in the charges instead of the standard pricing.

---

### 20.3.6 Initiate Collection - 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

**Initiate Collection**  
GOODCARE PLC | \*\*\*044

**Attachments**

**Drag and Drop**  
Select or drop files here.

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.

Document Attached	Document Category	Document Type	Add Remarks	
LetterofCredit.txt	GUARANTEE	Aadhar Card		
OBTFPM.txt	GUARANTEE	Aadhar Card		

Upload Delete All

Save As Template  
☒ Yes ☐ No

Access Type  
☐ Public ☒ Private


Template Name  
CollectionTemplate

☐ I accept the Terms & Conditions

Submit Save as Draft Cancel Back

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## Field Description

Field Name	Description
<b>Drag and Drop</b>	Click to browse and select the file to be uploaded or drag and drop the file to be uploaded.
<b>Document Attached</b>	Displays the attached document. Displays the link to view the attached document
<b>Document Category</b>	The category of the document to be uploaded.
<b>Document Type</b>	The type of the document to be uploaded.
<b>Add Remarks</b>	Displays the notes added, if any, for attaching the document.
	Click the icon to remove the attached document-

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

46. Click **Drag and Drop** to browse and select the required document present on your computer. The **Attach Document** popup window appears.
47. Select the required document present on your computer to upload.
48. Click **Upload** to upload document. The Attach Documents tab appears along with list of attached documents.  
OR  
Click **Cancel** to cancel the transaction.
  - i. In the **Save as Template** field, select **Yes**, if you want to save the transaction as template.
  - j. 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.
49. Select the **Terms and Conditions** checkbox to accept the Terms and Conditions.
50. 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.
51. 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.

52. The success message initiation of Collection appears along with the reference number. Click **OK** to complete the transaction.

## 20.4 Save As Template

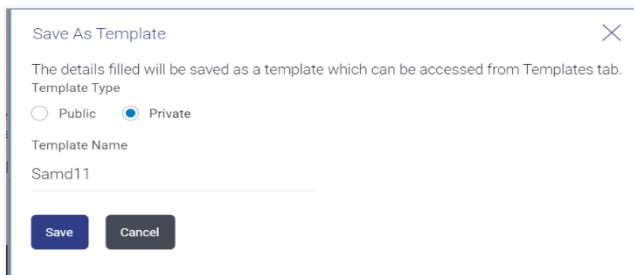
User can save Collection application as a Template so that same can be used for creation of similar Collections, if required in future. The application allows the template access as public or private if saved as template.

User can search the saved Collection template by template name in search tab. The Collection applications earlier saved as template can also be saved as draft while initiating a Collection.

**To save Collection application as template:**

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

### Save as Template



### Field Description

Field Name	Description
<b>Template Type</b>	Indicates the type of access for the template. The options are: <ul style="list-style-type: none"><li>• <b>Public:</b> A template marked as 'Public' is visible to all the users mapped to the Party ID for which the user has created the template. All such users will only be able to view and use this template, however they will not be able to edit or delete the template. Only the creator of the template is allowed to edit or delete the template.</li><li>• <b>Private:</b> A template marked as 'Private' is available to only the creator of the template. Only creator of the template can use while initiating Collection and modify or delete such template.</li></ul>
<b>Template Name</b>	Name of the template to be saved.

3. From the **Template Type** list, select the appropriate option.



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

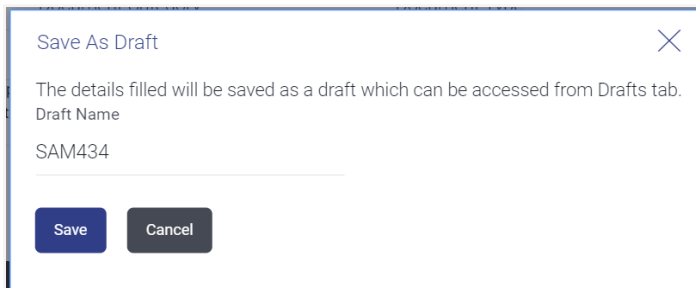
## 20.5 Save As Draft

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.

---

## 21. View Export Collection

Using this option, you can search, view, and download the details of the Export Collection.

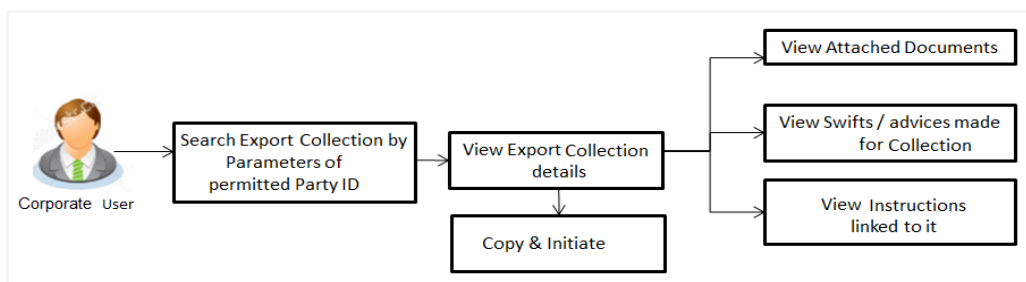
You can perform search on the Collection reference number, drawee name, drawer name, Collection amount etc. and view the details of an individual Export Collection. The individual Export Collection details are shown under various tabs. The system provides Export Collection details such as Collection 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.

**Note:** Whenever the API services are called by the OBDX, then OBTF pass only those incoming and outgoing SWIFT messages details that are flagged as External by the bank in the “Trade Finance Message Type Maintenance” screen.

### 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.
2. Click  to filter based on the filter criteria. The Filter overlay screen appears.

## View Export Collection

**View Export Collection**  
GOODCARE PLC | \*\*\*044

Related Party

147 Record(s)

Filter

Collection Reference Number	Customer Reference Number	Drawee	Drawer	Released Against
PK2EUNA221108001		MARKS AND SPENCER	GOODCARE PLC	OUTGOING DOCUME
PK2EUNA221108004		MARKS AND SPENCER	GOODCARE PLC	OUTGOING DOCUME
PK2EUNA221108005		MARKS AND SPENCER	GOODCARE PLC	OUTGOING DOCUME

**Filters**

Collection Reference Number

Status

Drawee

Currency

Collection Amount From

Collection Amount To

Issue Date From

Issue Date To

Customer Reference Number

Apply Cancel

Hey, I am here to help if you need it! Reset

## Field Description

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

Field Name	Description
<b>Collection Issuing Date To</b>	The end date of the Collection date range used for searching the Collection.
<b>Customer Reference Number</b>	The customer reference number for the transaction.

- Enter the filter criteria.
- Click **Apply**.  
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.

## View Export Collection – Search Results

**View Export Collection**  
GOODCARE PLC | \*\*\*044

Related Party

117 Record(s)

Filters Download Manage Columns

Filter

Collection Reference Number	Customer Reference Number	Drawee	Drawer	Released Against
PK2EUNA221108001		MARKS AND SPENCER	GOODCARE PLC	OUTGOING DOCUMENTARY USANCE BILLS NOT UNDER LC ON ACCEPTANCE
PK2EUNA221108004		MARKS AND SPENCER	GOODCARE PLC	OUTGOING DOCUMENTARY USANCE BILLS NOT UNDER LC ON ACCEPTANCE
PK2EUNA221108005		MARKS AND SPENCER	GOODCARE PLC	OUTGOING DOCUMENTARY USANCE BILLS NOT UNDER LC ON ACCEPTANCE
PK2ESCP221108088		MARKS AND SPENCER	GOODCARE PLC	OUTGOING DOCUMENTARY SIGHT BILLS NOT UNDER LC ON PURCHASE
PK2EUNA221108002		MARKS AND SPENCER	GOODCARE PLC	OUTGOING DOCUMENTARY USANCE BILLS NOT UNDER LC ON ACCEPTANCE
PK2ESCP221108058	202312819418	MARKS AND SPENCER	GOODCARE PLC	OUTGOING DOCUMENTARY SIGHT BILLS NOT UNDER LC ON PURCHASE
PK2ESCP221108065		MARKS AND SPENCER	GOODCARE PLC	OUTGOING DOCUMENTARY SIGHT BILLS NOT UNDER LC ON PURCHASE
PK2ESCP221108073		MARKS AND SPENCER	GOODCARE PLC	OUTGOING DOCUMENTARY SIGHT BILLS NOT UNDER LC ON PURCHASE
PK2ESCP221108081		MARKS AND SPENCER	GOODCARE PLC	OUTGOING DOCUMENTARY SIGHT BILLS NOT UNDER LC ON PURCHASE
PK2ESCP221108086		MARKS AND SPENCER	GOODCARE PLC	OUTGOING DOCUMENTARY SIGHT BILLS NOT UNDER LC ON PURCHASE
PK2ESCP221108087		MARKS AND SPENCER	GOODCARE PLC	OUTGOING DOCUMENTARY SIGHT BILLS NOT UNDER LC ON PURCHASE

Total Equivalent Outstanding Amount GBP 121,500.00

① All authorized and on hold transactions are listed here. Others will be listed once approved. Please contact the bank for details.  
② Displayed Local currency amount is indicative and actual amount may differ.

Hey, I am here to help if you need it!

## Field Description

Field Name	Description
<b>Collection Reference Number</b>	The Collection reference number. Displays the link to view the Export Collection details.
<b>Customer Reference Number</b>	The customer reference number for the transaction.
<b>Drawee</b>	The name of the drawee of the Export Collection.
<b>Drawer</b>	The name of the drawer of the Export Collection.
<b>Release Against</b>	The product name of the Export Collection.
<b>Transaction Date</b>	The transaction date of the Export Collection.
<b>Status</b>	The current status of the Collection. The options are: <ul style="list-style-type: none"><li>• Active</li><li>• Hold</li><li>• Cancelled</li><li>• Liquidated</li><li>• Closed</li><li>• Reversed</li></ul>
<b>Collection Amount</b>	The Export Collection amount.
<b>Equivalent Collection Amount</b>	The equivalent 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.
6. Click the **Download** to download all or selected columns in the Export Collection details list. You can download the list in PDF or CSV formats.
7. Click on the **Manage Column** to setup a column preferences by rearranging or removing columns.

**Note:** If there is a Relationship pricing maintained for the customer, the same would be reflected in the charges instead of the standard pricing.

## 21.1 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

GOODCARE PLC | \*\*\*044

Collection Number  
PK2ESCP221109003

Active

Outstanding Amount  
£100.00

Maturity Date  
4/22/2022

View Collection Details

Attached Documents

Charges And Taxes

SWIFT Messages

Advice

Loans

Drawer & Drawee Details

Drawer Name  
GOODCARE PLC

Address  
12 King Street  
lane no 4  
London

Country  
United Kingdom

Application Date  
4/20/2022

Customer Reference Number  
NONE

Payment Type  
SIGHT

Product  
OUTGOING DOCUMENTARY SIGHT  
BILLS NOT UNDER LC ON  
PURCHASE

Avalisation/Co-Acceptance Requested  
No

Base Date Description  
0

Maturity Date  
4/22/2022

Drawee Name  
MARKS AND SPENCER

Address  
MARGUS2SXXX

Country  
United Kingdom

Bank Reference Number  
NONE

Direct Dispatch  
No

Document Attached  
Yes

Avalised/Co-Accepted  
No

Tenor  
-

Base Date  
4/20/2022

Collection Amount Details

Collecting Bank  
WFBUS65

Address  
WFBUS65

Collection Amount  
£100.00

Goods and Shipment

Place of Taking in Charge/ Dispatch from  
NEW YORK

Port of Loading/ Airport of Departure  
-

Place of Final Destination/ For Transportation to  
LONDON

Port of Discharge/ Airport of Destination  
-

Goods	Description of Goods	Units	Price Per Unit
MACHINE1	<a href="#">View</a>	10	£10.00
Total Amount			£100.00

Documents

Air way Bill Docs	0	0
Bill of Lading	0	0
PACKINGLIST	0	0

Incoterms

Discount

Operation Type

Purchase

Discount Pricing Reference Number

Financing Amount  
GBP 10.00

Interest Rate  
5

Interest Amount  
GBP 0.02

Instruction

Special Instructions

HARIT02,QWN0aW9uFjIZmVylDogUjMgLSBjbjBtdCBFcnJvcjAtIA==,Approval  
Task Level 1,2021-08-24

HARIT02,QWN0aW9uFjIZmVylDogUjMgLSBjbjBtdCBFcnJvcjAtIA==,Approval  
Task Level 1,2021-08-24

Forex Deals

Forex Deals

Currently, there are no forex deals attached with this contract

Back

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

## Field Description


Field Name	Description
<b>Collection Number</b>	The export Collection number.
<b>Outstanding Amount</b>	The outstanding amount of the export collection.
<b>Maturity Date</b>	The maturity date of the export collection.
<b>Drawer and Drawee Details</b>	
<b>Drawer Name</b>	The name of the drawer of the Export Collection. He is the creator of Collection.
<b>Address</b>	The address of the drawer of the Export Collection.
<b>Country</b>	The country of the drawer of the Export Collection.
<b>Application Date</b>	The date of application of the Export Collection.
<b>Customer Reference Number</b>	The user provided customer reference number for the transaction.
<b>Drawee Name</b>	The name of the drawee of Collection.
<b>Address</b>	The address of the drawee of the Export Collection.
<b>Country</b>	The country of the drawee of the Export Collection.
<b>Bank Reference Number</b>	The user provided bank reference number for the transaction.
<b>Product Details</b>	
<b>Payment Type</b>	The type of payment associated with the Collection. it can be: <ul style="list-style-type: none"><li>• Sight</li><li>• Usance</li></ul>
<b>Direct Dispatch</b>	Indicates whether the bills to be dispatched directly or not.
<b>Product</b>	The product of the Export Collection.



Field Name	Description
<b>Document Attached</b>	It asks user if documents are a part of Collection. It can be: <ul style="list-style-type: none"> <li>• Yes (Documentary)</li> <li>• No (Clean)</li> </ul>
<b>Avalisation/Co acceptance Requested</b>	Indicates whether bill is to be avalised or not.
<b>Avalised/Co-Accepted</b>	Indicates whether bill is avalized/Co-accepted by Collecting Bank.
<b>Tenor</b>	The tenor of the Collection.
<b>Base Date Description</b>	This depicts the base code and its description as fetched from host. It describes what the chosen base date for application is.
<b>Base Date</b>	The date to be considered as base date for Collection application.
<b>Maturity Date</b>	The maturity date of the Export Collection. It is number of days for the tenor from the base date.
<b>Collection Amount Details</b>	
<b>Collecting Bank</b>	The name of the collecting bank.
<b>Address</b>	The address of collecting Bank.
<b>Country</b>	The name of collecting Bank's country.
<b>Collection Amount</b>	The Collection amount with base currency in which Collection is originated.
<b>Goods and Shipment</b>	
<b>Shipment From</b>	The place from where shipment will be done.
<b>Shipment To</b>	The place of delivery of goods.
<b>Port of Loading</b>	The place of dispatch or loading on board of the goods.
<b>Port of Discharge</b>	The port of discharge of goods.
<b>Goods and Shipment</b>	
Section to add or remove the goods for shipment.	

Field Name	Description
<b>Sr No</b>	The serial no of different goods.
<b>Goods</b>	The type of good being shipped has to be chosen.
<b>Description of Goods</b>	The description of goods.
<b>Units</b>	The number of units of the goods.
<b>Price Per Unit</b>	The price per unit of the goods.
<b>Documents</b>	
<b>Document Name</b>	Displays the lists of all the documents required to be represented.
<b>Original (First Mail)</b>	Displays the number “n” out of “m” original documents of the first mail that will be provided to bank.
<b>Copies (First Mail)</b>	Displays the number of copies of the first mail that will be submitted as a set of documents for LC.
<b>Original (Second Mail)</b>	Displays the number “n” out of “m” original documents of the second mail that will be provided to bank.
<b>Copies (Second Mail)</b>	Displays the number of copies of the second mail that will be submitted as a set of documents for LC.
<b>Clause</b>	User can view the default description of clauses by clicking <a href="#"><b><u>View Clause</u></b></a> link.
<b>Incoterm</b>	Indicates the INCO terms for the collection application.
<b>Discount</b>	
<b>Operation Type</b>	Indicates the operation type required in the contract.
<b>Discounting Reference Number</b>	The discount reference number. This field appears, if the operation type is “Discount”.
<b>Financing Amount</b>	The financing amount.
<b>Interest Rate</b>	The interest rate
<b>Interest Amount</b>	Displays the description charges applicable.
<b>Instructions</b>	

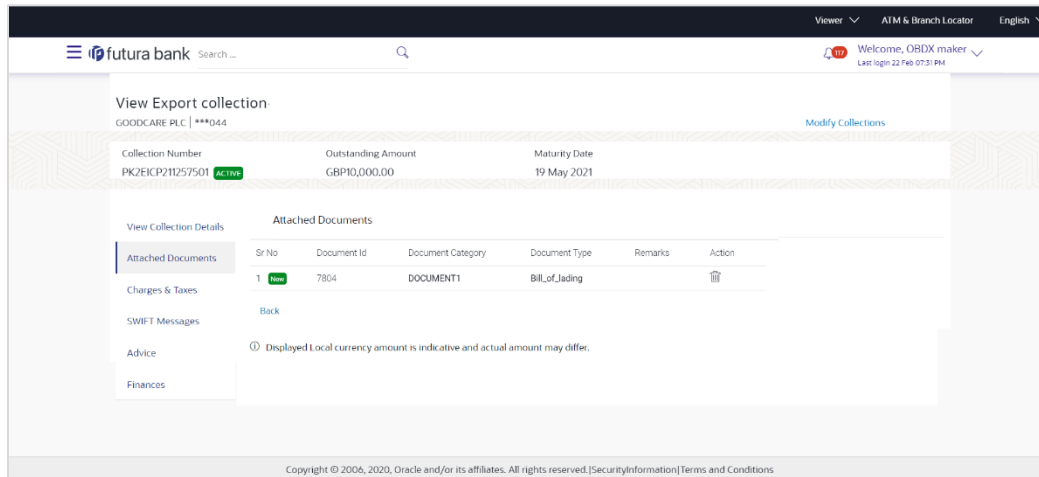
Field Name	Description
<b>Special Instructions</b>	Any instructions provided to bank is mentioned here.
<b>Deal Reference Number</b>	
<b>Expiry Date</b>	The expiry date of the bill settlement
<b>Exchange Rate</b>	The exchange rate for the settlement of bill.
<b>Sell Amount</b>	The selling amount of the deal.
<b>Buy Amount</b>	The buying amount of the deal.
<b>Linked Amount</b>	The linked amount of the forex deal.
<b>Deal Reference Number</b>	The deal reference number for settlement of bill.
<b>Expiry Date</b>	The expiry date of the bill.
<b>Exchange Rate</b>	The exchange rate for the forex deal.
<b>Sell Amount</b>	The selling amount of the deal.
<b>Buy Amount</b>	The buying amount of the deal.
<b>Linked Amount</b>	The amount to be linked in the forex deal.
<b>Total Selected Deals</b>	Displays the total selected deals.
<b>Total Linked Amount</b>	Displays the total Linked Amount.
<b>Sell Amount</b>	The selling amount of the deal.

2. Click  more options icon and then:
  - **Modify Collection** to modify the bills The **Modify Collection** screen appears.
  - **Initiate Tracers** to imitate the tracer. The **Tracers** screen appears.
3. Click **Charges & Taxes** tab. The **charges and taxes** in the **View Export Collection** screen.  
OR  
Click **Back**.  
The **View Export Collection** screen appears.

## 21.2 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 Islamic Export Collection.

### Attached Documents



### Field Description

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

- 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.
- Click **Charges & Taxes** tab. The **charges and taxes** in the **View Export Collection - Islamic** screen.

OR  
Click **Back**.

The **View Export Collection - Islamic** screen appears.

## 21.3 Charges & Taxes

This tab lists charges, Commission and Taxes against bill.

**View Export collection**  
GOODCARE PLC | \*\*\*G44

Collection Number: PK2ESNC21125ALZS **ACTIVE**    Outstanding Amount: USD 10,000.00    Maturity Date: 5/6/21

**Charges & Taxes**

Account No	Description of Charges	Amount	Split Amount Borne by You	Split Amount Borne by Other Party
<b>Total Charges</b>		GBP 250.00		

**Taxes**

Account No	Description of Taxes	Value Date	Amount	Equivalent Amount
No data to display.				

[Back](#)

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

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### Field Description

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

#### Charges

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

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

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

<b>Split Amount Borne by You</b>	Displays the split charge amount which is to be paid by you.
----------------------------------	--

<b>Split Amount Borne by Other Party</b>	Displays the split charge amount which is to be paid by other party.
--	--

<b>Total Charges</b>	Displays the total charge amount.
----------------------	-----------------------------------

Field Name	Description
<b>Taxes</b>	
<b>Description of Taxes</b>	Displays the description taxes applicable.
<b>Value Date</b>	Displays the value date of the taxes.
<b>Amount</b>	Displays the amount of taxes.
<b>Equivalent Amount</b>	Displays the equivalent amount of taxes.
<b>Total Taxes</b>	Displays the total tax amount.

- 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.

**Note:** If there is a Relationship pricing maintained for the customer, the same would be reflected in the charges instead of the standard pricing.

## 21.4 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 'View Export collection' screen in the Futura Bank system. The top navigation bar includes 'Viewer', 'ATM/Branch', and 'English'. The user is logged in as 'Welcome, Acme Corporation Checker' with a last login time of '25 Feb 03:33 PM'. The main content area displays the 'View Export collection' details for a specific collection.

Collection Number	Outstanding Amount	Maturity Date
PK10CN1200110001 <span>ACTIVE</span>	GBP1,000.00	11 Jan 2020

Below the collection details, there are two tabs: 'View Collection Details' and 'SWIFT Messages'. The 'SWIFT Messages' tab is currently selected, displaying a table of messages.

Charges & Taxes	Message ID	Date	Description	Sending/Receiving Bank	Message Type	Action
SWIFT Messages	27320471604/6639	11 Jan 2020	Acknowledgement	PREETHI9	768	<a href="#">Download</a>

At the bottom of the SWIFT Messages table, there is a pagination control showing 'Page 1 of 1 (1 of 1 items)' and navigation buttons.

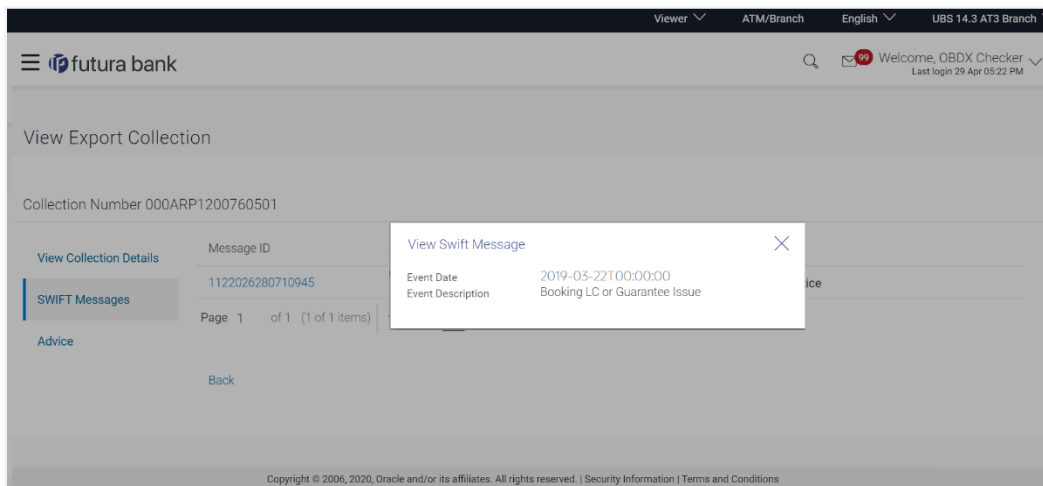
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## Field Description

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

7. 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.
8. Click the **Download** link against the SWIFT messages to download in selected format like PDF formats, if required.


### 21.4.1 SWIFT Messages Details



## Field Description

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

Field Name	Description
<b>Description</b>	The details of the SWIFT message.

- a. Click  to close the window.

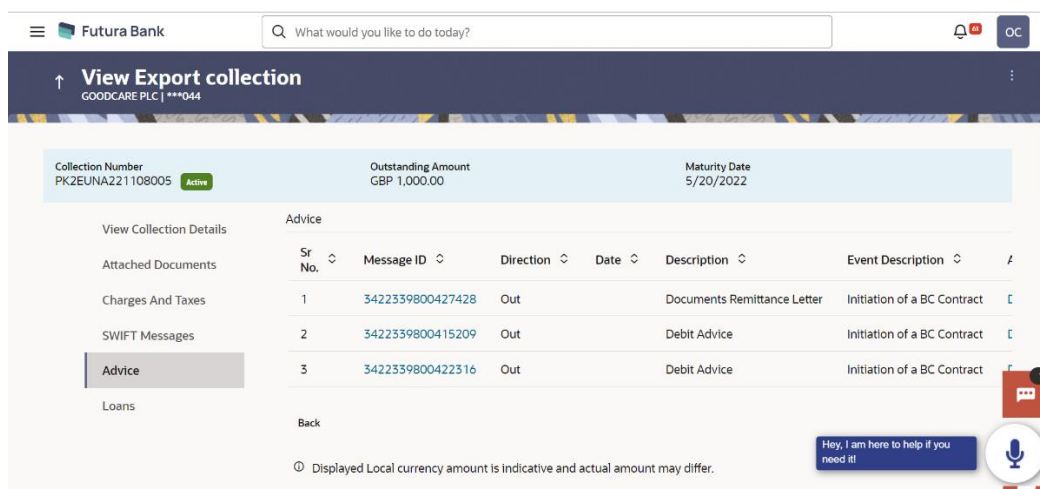
**Note:** Only SWIFT messages in which ACK has been received by bank is being displayed.

9. 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.

## 21.5 Advices

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

### View Export Collection - Advices



Collection Number: PK2EUNA221108005 (Active) | Outstanding Amount: GBP 1,000.00 | Maturity Date: 5/20/2022

Sr No.	Message ID	Direction	Date	Description	Event Description
1	3422339800427428	Out		Documents Remittance Letter	Initiation of a BC Contract
2	3422339800415209	Out		Debit Advice	Initiation of a BC Contract
3	3422339800422316	Out		Debit Advice	Initiation of a BC Contract

Back

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

### Field Description

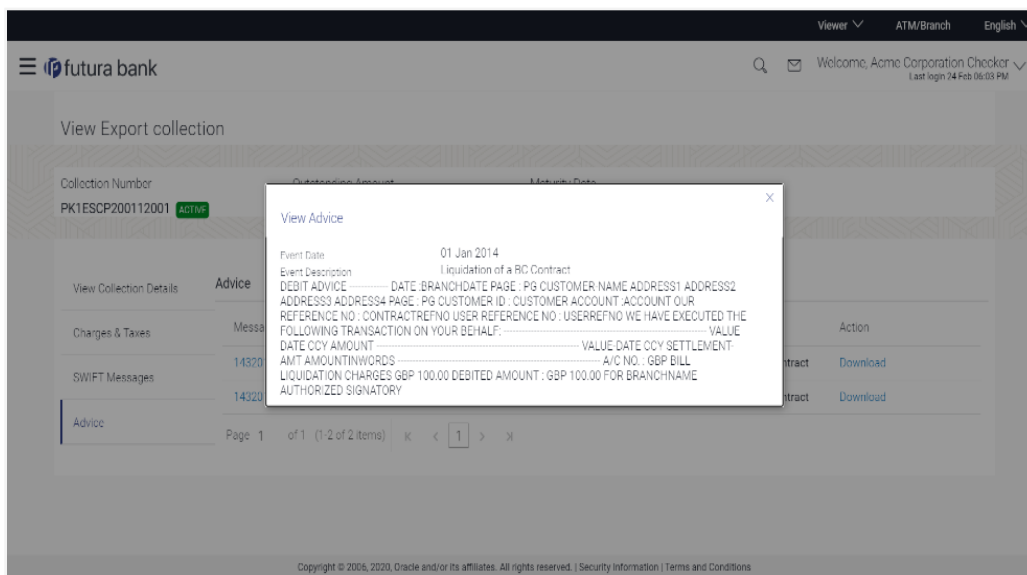
Field Name	Description
<b>Sr No.</b>	Serial number of the advice required.
<b>Message ID</b>	Unique identification number for the message.
<b>Direction</b>	Direction of the advice.
<b>Date</b>	Date of sending advice.



Field Name	Description
<b>Description</b>	The detail description of advice.
<b>Event Description</b>	Displays the description of the event.
<b>Action</b>	The action to be taken that is to download the advice details.


10. 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.
11. Click the Download link against the advice to download in selected format like PDF formats, if required.

## Advice Details



## Field Description

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

- a. Click  to close the window.
12. Click **Back**.  
The **View Export Collection** screen appears.  
OR  
Click **Cancel** to cancel the transaction.

## 21.6 Loans

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

13. Click **Loans** tab. The summary of all the linked loans account along with the amount appears.

OR

Click **Back**. The **View Export Collection** screen appears.

OR

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

### View Export Collection - Loans

The screenshot displays the 'View Export collection' interface for 'NATIONAL FREIGHT CORP | \*\*\*153'. At the top, there's a search bar and a user greeting 'Welcome, obdx checker'. The main section shows collection details: 'Collection Number' PK2PACK211251001 (marked 'ACTIVE'), 'Outstanding Amount' GBP10,000.00, and 'Maturity Date' 06 May 2022. Below this, a 'Loans' tab is active, revealing a table with one entry: 'Loan Account No.' xxxxxxxxxxxx0101 and 'Loan Amount'. A sidebar on the left lists other options like 'View Collection Details', 'Attached Documents', 'Charges & Taxes', 'SWIFT Messages', 'Advice', and 'Loans' (which is highlighted). A 'Help' button is located at the bottom right.

### Field Description

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

## 22. Modify Collection

Using this option, you can modify the details of existing Export Collection in the application. You can search the required export Collection using different search criteria and download the Export 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 export Collection should exist for the party ID and party must having view rights for it

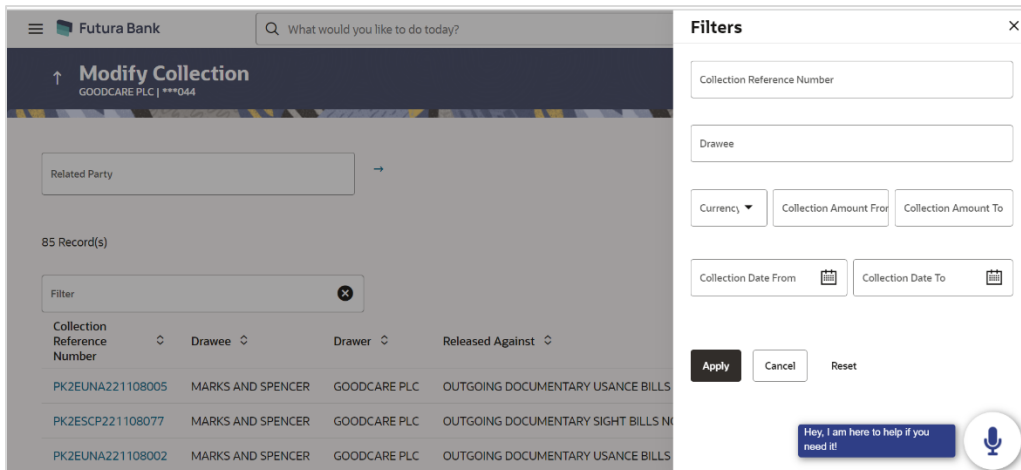
### How to reach here:

*Dashboard > Toggle menu > Trade Finance > Collection > Export Collection > Modify Collection*

### To modify the Collection:

1. The **Modify Collection** screen appears.
2. Click  to filter based on the filter criteria. The Filter overlay screen appears.

### Modify Collection



### Field Description

Field Name	Description
<b>Collection Reference Number</b>	The Export Collection reference number.
<b>Drawee</b>	The name of drawee. He is the receiver of Collection.
<b>Currency</b>	The name of the currency under the Collection.

Field Name	Description
<b>Collection Amount From</b>	The start of the Collection amount range used for searching the Collection.
<b>Collection Amount To</b>	The end of the Collection amount range used for searching the Collection.
<b>Collection Date From</b>	The start date of the Collection date range used for searching the Collection.
<b>Collection Date To</b>	The end date of the Collection date range used for searching the Collection.

- From the **Drawer** list, select the appropriate option. Displays the all-party name mapped to user.
- Click **Search**.  
The **Modify Collection** screen appears with the search results.  
OR  
Click **Reset** to reset the search criteria.

### Modify Collection – Search Results

**Modify Collection**  
GOODCARE PLC | \*\*\*044

Related Party

63 Record(s)

Filters Download Manage Columns

Collection Reference Number	Drawee	Drawer	Released Against	Transaction Date
PK2EUNA221108005	MARKS AND SPENCER	GOODCARE PLC	OUTGOING DOCUMENTARY USANCE BILLS NOT UNDER LC ON ACCEPTANCE	4/20/2022
PK2ESCP221108077	MARKS AND SPENCER	GOODCARE PLC	OUTGOING DOCUMENTARY SIGHT BILLS NOT UNDER LC ON PURCHASE	4/20/2022
PK2EUNA221108002	MARKS AND SPENCER	GOODCARE PLC	OUTGOING DOCUMENTARY USANCE BILLS NOT UNDER LC ON ACCEPTANCE	4/20/2022
PK2ESCP221108058	MARKS AND SPENCER	GOODCARE PLC	OUTGOING DOCUMENTARY SIGHT BILLS NOT UNDER LC ON PURCHASE	4/20/2022
PK2ESCP221108073	MARKS AND SPENCER	GOODCARE PLC	OUTGOING DOCUMENTARY SIGHT BILLS NOT UNDER LC ON PURCHASE	4/20/2022
PK2ESCP221108081	MARKS AND SPENCER	GOODCARE PLC	OUTGOING DOCUMENTARY SIGHT BILLS NOT UNDER LC ON PURCHASE	4/20/2022
PK2ESCP221108086	MARKS AND SPENCER	GOODCARE PLC	OUTGOING DOCUMENTARY SIGHT BILLS NOT UNDER LC ON PURCHASE	4/20/2022
PK2ESCP221108090	MARKS AND SPENCER	GOODCARE PLC	OUTGOING DOCUMENTARY SIGHT BILLS NOT UNDER LC ON PURCHASE	4/20/2022
PK2ESCP221108057	MARKS AND SPENCER	GOODCARE PLC	OUTGOING DOCUMENTARY SIGHT BILLS NOT UNDER LC ON PURCHASE	4/20/2022
PK2ESCP221108059	MARKS AND SPENCER	GOODCARE PLC	OUTGOING DOCUMENTARY SIGHT BILLS NOT UNDER LC ON PURCHASE	4/20/2022
PK2ESCP221108069	MARKS AND SPENCER	GOODCARE PLC	OUTGOING DOCUMENTARY SIGHT BILLS NOT UNDER LC ON PURCHASE	4/20/2022
PK2ESCP221108053	MARKS AND SPENCER	GOODCARE PLC	OUTGOING DOCUMENTARY SIGHT BILLS NOT UNDER LC ON PURCHASE	4/20/2022

Total Equivalent Outstanding Amount GBP 121,500.00

ⓘ 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.

## Field Description


Field Name	Description
<b>Collection Reference Number</b>	The Collection reference number. Displays the link to view the Export Collection details.
<b>Drawee</b>	The name of the drawee of the Export Collection.
<b>Drawer</b>	The name of the drawer of the Export Collection.
<b>Release Against</b>	The product name of the Export Collection.
<b>Transaction Date</b>	The transaction date of the Export Collection.
<b>Collection Amount</b>	The Export Collection amount.
<b>Equivalent Collection Amount</b>	The equivalent Export Collection amount.
<b>Financed</b>	The collection amount is displayed to indicate whether it is financed or not.

5. Click the **Download** to download the collection list. You can download the list in PDF or CSV formats.
6. Click on the Manage Column to setup a column preferences by rearranging or removing columns.
7. Click the required link in the **Collection Reference Number** column. The **Modify Collection** details screen appears with the details of the selected Export Collection. By default, **Discount** tab appears.



**Note:** If there is a Relationship pricing maintained for the customer, the same would be reflected in the charges instead of the standard pricing.

## 22.1 Modify Collection - Discount

## Modify Collection - Discount



What would you like to do today?



↑ **Modify Collection**  
GOODCARE PLC | \*\*\*044

View Collection Details

Party Name GOODCARE PLC	Collection Reference No PK2EUNA21420001 <span>ACTIVE</span>	Product Name OUTGOING DOCUMENTARY USANCE BILLS NOT UNDER LC ON ACCEPTANCE	Collection Amount USD 100,000.00
----------------------------	--	--	-------------------------------------

Discount

Forex Deals

Charges

Attachment

**Discount**

Operation Type

Acceptance

Change Operation Type to Discount

☒ Yes ☐ No

Limits

Party ID  
GOODCARE PLC

Discount Pricing Reference Number

21212

Financing Amount

USD 100.00

Local currency equivalent GBP 74.07

Fetch Interest

Avalisation/Co-Acceptance Requested

☐ No ☒ Yes

Next

Cancel

Back

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## Field Description

Field Name	Description
Party Name	The name of the applicant is displayed.
Collection Reference Number	The export collection reference number.
Product Name	The export LC product name under which the LC is created.
Collection Amount	Displays the amount of the export Collection.
Operation Type	<div>Indicates the operation type required in the contract.</div> <div>The options are:</div> <ul style="list-style-type: none"><li>Discount</li><li>Free of Payment</li></ul> <div>When Discounting required is No and the existing operation type for application is one of these Acceptance, Collection or Negotiation, user can indicate if they wants Free of Payment or not.</div>

Field Name	Description
<b>Do you wish to apply for Discounting</b>	Indicates the option, whether to apply for discounting or not.
<b>Discounting Reference Number</b>	The discount reference number. This field appears, if the operation type is "Discount".
<b>Financing Amount</b>	The financing amount.
Below fields appear, if you click the <b>Fetch Interest</b> button.	
<b>Interest Rate</b>	The slider to increase or decrease interest rate. This field appears if the operation type is "Discount".
<b>Interest Rate</b>	The interest rate
<b>Interest Amount</b>	Displays the description charges applicable.
<b>Avalisation/Co acceptance Requested</b>	The option allows the user to select if the bill is to be avalised. The options are: <ul style="list-style-type: none"> <li>• Yes</li> <li>• No</li> </ul>

8. In the **Do you wish to apply for Discounting** field, select the appropriate option.
9. If you select **Yes** option:
  - a. In the **Discounting Reference Number** field, enter the discounting reference number.
  - b. In the **Financing Amount** field, enter the financing amount.
  - c. Click **Fetch Interest**. The Interest Rate and Interest Amount field appears.  
OR  
Click **Reset** to clear the entered details.
  - d. Move the **Interest Rate** slider to increase or decrease the interest rate.
  - e. In the **Avalisation/Co acceptance Requested** field, select the appropriate option.
10. Click **Next** to save the details entered and proceeds to next level of details.  
OR  
Click **Cancel** to cancel the transaction, The Dashboard appears.  
OR  
Click **Back** to go back to previous screen.

### 22.1.1 **Modify Collection – Forex Deals**

This tab allows the user to link forex deals. This tab allows the corporate user to provide a Deal Reference Number and the FX rate on the screen, when they do not have any pre-booked deal to be used or an existing deal. The user can pass these details to the bank.

Bill settlement using deal is available to maker and approver users in maker activity log and pending approval details section to re-initiate and approve the transactions respectively.

## Modify Collection – Forex Deals

**Modify Bills**  
Gloria Rodriguez | \*\*\*044

View Bill Details

Party Name: Gloria Rodriguez  
Export Bill Reference No.: PK2ESU121257001 **ACTIVE**  
Product Name: OUTGOING DOCUMENTARY SIGHT BILLS UNDER LC ON NEGOTIATION  
Outstanding Amount: USD 1,000.00

More Information

**Forex Deals**

Deal Reference Number:   
Exchange Rate:

Link Forex Deals

Total Bill Amount					USD 1,000.00
Forex Reference Number	Expiry Date	Exchange Rate	Sell Amount	Buy Amount	Linked Amount
<input type="checkbox"/> PK2FXF1200764512	6/30/21	1.33	GBP 75,187.97	USD 100,000.00	
<input type="checkbox"/> PK2FXF1200767005	9/24/21	1.43	GBP 286,000.00	USD 408,980.00	
<input type="checkbox"/> PK2FXF1200767007	8/27/21	1.43	GBP 699.30	USD 1,000.00	
<input type="checkbox"/> PK2FXF1200766507	7/29/21	1.43	GBP 97,202.80	USD 139,000.00	

Total Selected Deals: 0  
Total Linked Amount: USD 0.00

[Next](#) [Cancel](#) [Back](#)


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## Field Description

Field Name	Description
<b>Deal reference Number</b>	The deal reference number of the forex deal to be entered, when pre-booked deal is not available or the user do not want to use an existing deal.
<b>Exchange Rate</b>	The exchange rate for the forex deal.
<b>Total Collection Amount</b>	Displays the total collection amount.
<b>Forex Reference Number</b>	The deal reference number of the collection.



Field Name	Description
<b>Expiry Date</b>	The expiry date of the collection.
<b>Exchange Rate</b>	The exchange rate for the collection.
<b>Sell Amount</b>	The selling amount of the deal.
<b>Buy Amount</b>	The buying amount of the deal.
<b>Linked Amount</b>	The linked amount of the forex deal.
<b>Total Selected Deals</b>	Displays the total selected deals.
<b>Total Linked Amount</b>	Displays the total Linked Amount.

11. In the **Deal Reference Number** field, enter the deal reference number.
12. In the **Exchange Rate** field, enter the exchange rate.
13. Enter the **Forex Reference Number** in the search field and click . The searched Deal Reference Number record details appear.  
OR  
Click the check box to select the required searched Deal Reference Number record.
14. In the **Linked Amount** field, enter the linked amount.
15. Click **Next** to save the details entered and proceeds to next level of details.  
OR  
Click **Cancel** to cancel the transaction, The Dashboard appears.  
OR  
Click **Back** to go back to previous screen.

### 22.1.2 Modify Collection - Charges, Commission & Taxes

This tab lists charges and Taxes against collection.

16. Click **Charges & Taxes** tab. The **charges and taxes** in the **Modify Collection** screen.  
OR  
Click **Back**. The **Modify Collection** screen appears.

## Modify Collection - Charges, Commission & Taxes

Search ...
Welcome, Obdx checker

**Modify Collection**  
GOODCARE PLC | \*\*\*044

[View Collection Details](#)

Party Name GOODCARE PLC	Collection Reference No PK2EIBAZ1253504 <span>active</span>	Product Name OUTGOING DOCUMENTARY USANCE BILLS NOT UNDER LC ON ACCEPTANCE	Collection Amount USD 60,000.00
----------------------------	--	--	------------------------------------

Discount

Forex Deals

**Charges**

Attachments

**Charges, Commissions & Taxes**

Charges

Account No	Description of Charges	Amount
xxxxxxxxxxxx1039	IB COURIER FEES	GBP 100.00
Balance		GBP 1,000,000,000,000,000.00
xxxxxxxxxxxx1039	BILL OPENING FEES	GBP 800.00
Balance		GBP 1,000,000,000,000,000.00
xxxxxxxxxxxx1039	IB SWIFT FEES	GBP 150.00
Balance		GBP 1,000,000,000,000,000.00
<b>Total Charges</b>		<b>GBP 1,050.00</b>

Taxes

Account No	Description of Taxes	Amount
xxxxxxxxxxxx1039	BCTAX2	GBP 2.00
<b>Total Taxes</b>		<b>GBP 2.00</b>

Next

Cancel

Back

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## Field Description

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

### Charges

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

<b>Balance</b>	The balance in the debit account.
----------------	-----------------------------------

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

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

### Taxes

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

<b>Balance</b>	The balance in the debit account.
----------------	-----------------------------------

Field Name	Description
<b>Description of Taxes</b>	Displays the description taxes applicable.
<b>Amount</b>	Displays the amount of taxes.
<b>Total Taxes</b>	Displays the total taxes that will be levied in the transaction.
<b>Commissions</b>	
<b>Account No.</b>	Debit account number of the applicant.
<b>Balance</b>	The balance in the debit account.
<b>Description of Commissions</b>	Displays the description of commissions applicable.
<b>Amount</b>	Displays the amount of commission.
<b>Total Commissions</b>	Displays the total commissions that will be levied in the transaction.

17. From the **Account No** list, select the applicant account.
18. Click **Next** to save the details entered and proceeds to next level of details.  
OR  
Click **Cancel** to cancel the transaction, The Dashboard appears.  
OR  
Click **Back** to go back to previous screen.

---

**Note:** If there is a Relationship pricing maintained for the customer, the same would be reflected in the charges instead of the standard pricing.

---


### 22.1.3 Modify Collection - Attachments tab

Displays the list of documents attached under the Export Collection application. User can add multiple documents though it should be under the specified limits and supported formats.


## Modify Collection - Attachments tab

The screenshot shows the 'Modify Collection' interface for 'NATIONAL FREIGHT CORP'. The 'Attachments' tab is active, displaying a list of uploaded documents. Each document entry includes a file name (e.g., 'LetterofCredit.txt'), a category (e.g., 'GUARANTEE'), a document type (e.g., 'Aadhar Card'), and an 'Add Remarks' field. A 'Drag and Drop' area is provided for uploading new files, with a note that file size should not exceed 5 MB and supported formats are JPEG, PNG, DOC, PDF, TXT, and ZIP. Below the list, there are 'Upload' and 'Delete All' buttons. At the bottom, there are radio buttons for 'Save As Template' (Yes/No) and a checkbox for 'I accept the Terms & Conditions'. Navigation buttons 'Submit', 'Save as Draft', 'Cancel', and 'Back' are at the bottom right.

## Field Description

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

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

19. Click **Drag and Drop** to browse and select the required document present on your computer. The **Attach Document** popup window appears.
20. Select the required document present on your computer to upload.
21. Click **Upload** to upload document. The Attach Documents tab appears along with list of attached documents.  
OR  
Click  to remove the attached document.  
OR  
Click **Delete All** to delete all the attachments.
  - 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.
22. Select the **Terms and Conditions** check box to accept the Terms and Conditions.
23. Click **Preview Draft Copy** to have a preview of draft.
24. Click **Submit**. The transaction is saved and the **Modify Collection – Review** screen appears.  
OR  
Click **Back** to go back to previous screen.  
OR  
Click **Cancel** to cancel the transaction, The **Dashboard** appears.
25. The review screen appears.  
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.
26. The success message appears along with the reference number. Click **OK** to complete the transaction.

## 23. View Inward Guarantee/Stand By LC

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 fulfil 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.

---

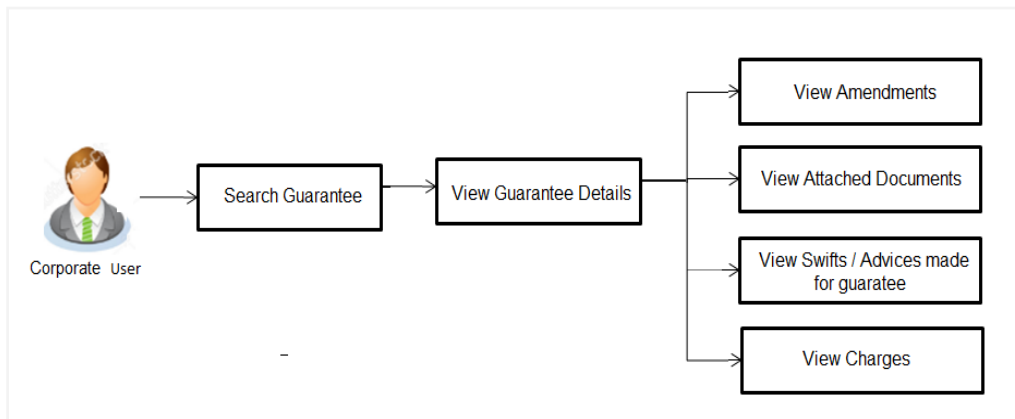
**Note:** Whenever the API services are called by the OBDX, then OBTF pass only those incoming and outgoing SWIFT messages details that are flagged as External by the bank in the “Trade Finance Message Type Maintenance” screen.

---

### 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/Stand By LC*

### To view Inward guarantee:

1. The **View Inward Guarantee/Stand By LC** screen appears.
2. Click  to filter based on the filter criteria. The Filter overlay screen appears.

## View Inward Guarantee/Stand By LC - Search

**Futura Bank** | What would you like to do today?

### View Inward Guarantee/Stand By LC

GOODCARE PLC | \*\*\*044

List of Recently Issued Inward Guarantee

Related Party:  →

Guarantee Number	Applicant Name	Beneficiary Name	Issue Date
PK2GUAD211250502	MARKS AND SPENCER	GOODCARE PLC	5/5/21
PK1GUAD211254501	Trade Indiv 1	NATIONAL FREIGHT CORP	5/5/21
PK1GUAD211254502	Trade Indiv 1	NATIONAL FREIGHT CORP	5/5/21
PK2GUAD21125A6KA	MARKS AND SPENCER	GOODCARE PLC	5/5/21
PK1GUAD211254001	Trade Indiv 1	NATIONAL FREIGHT CORP	5/5/21
PK2GUAD21125A6KG	MARKS AND SPENCER	GOODCARE PLC	5/5/21

**Filter** [X]

Applicant Name  
Trade Customer1

Inward Guarantee Status  
Active

Issuing Bank

Issuing Bank Reference No.

Undertaking Amount

From

To

Issue Date

To

Expiry Date

To

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 status of the Inward Guarantee. The options are: <ul style="list-style-type: none"><li>Active</li><li>Hold</li><li>Cancelled</li><li>Reversed</li><li>Closed</li></ul>
Issuing Bank	The name of the bank that have issued the guarantee.
Issuing Bank Reference No.	The reference number of the issuing bank.
Currency	The name of the currency under the guarantee.

Field Name	Description
<b>Undertaking Amount From</b>	The start of the amount range used for searching the Inward Guarantee along with currency.
<b>Undertaking Amount To</b>	The end of the amount range used for searching the Inward Guarantee.
<b>Issue Date</b>	The issue date range of the Inward Guarantee.
<b>Expiry Date</b>	The date range in which the Guarantee expires to fine tune the search results.

3. In the **Applicant Name** field, enter the name of the applicant who has made the Inward guarantee in favour of Beneficiary.
4. From the **Inward Guarantee Status** list, select the appropriate status of the Inward Guarantee.
5. In the Issuing **Bank** field, enter the name of the issuing bank.
6. In the **Issuing Bank Reference Number** field, enter the name issuing bank reference number.
7. In the **Undertaking Amount From – To** field, enter the amount range to search the Inward Guarantee.
8. From the **Issue Date** field, select the issue date range from the date calendar to search the Inward Guarantee.
9. From the **Expiry Date** field, select the expiry date range from the date calendar to search the Inward Guarantee.
10. Click **Apply**.  
The **View Inward Guarantee** screen appears with the search results.  
OR  
Click **Cancel** to cancel the transaction. The **Dashboard** appears.  
OR  
Click **Clear** to clear the search criteria.



## View Inward Guarantee/Stand By LC – Search Results

**View Inward Guarantee/Stand By LC**  
GOODCARE PLC | \*\*\*044

168 Record(s)

Filters
Download
Manage Columns

Guarantee Number	Applicant Name	Beneficiary Name	Customer Reference Number	Issue Date	Date of Expiry	Status	Undertaking Amount	Equivalent Undertaking Amount
PK2GUAD221105512	MARKS AND SPENCER	GOODCARE PLC		4/20/2022	4/20/2025	Active	GBP 10,000.00	GBP 10,000.00
PK2GUAD221105518	MARKS AND SPENCER	GOODCARE PLC	1122	4/20/2022	11/28/2022	Active	GBP 200.00	GBP 200.00
PK2GUAD221105515	MARKS AND SPENCER	GOODCARE PLC	1122	4/20/2022	4/20/2025	Active	GBP 110.00	GBP 110.00
PK2GUAD221105523	MARKS AND SPENCER	GOODCARE PLC		4/20/2022	4/20/2025	Closed	AED 1,000	GBP 238.1
PK2GUAD221105530	MARKS AND SPENCER	GOODCARE PLC	1122	4/20/2022	12/28/2022	Active	GBP 100.00	GBP 100.00
PK2GUAD221105532	MARKS AND SPENCER	GOODCARE PLC	1122	4/20/2022	12/28/2022	Active	GBP 100.00	GBP 100.00
PK2GUAD221105525	MARKS AND SPENCER	GOODCARE PLC	1122	4/20/2022	4/20/2025	Active	GBP 100.00	GBP 100.00
PK2GUAD221105544	MARKS AND SPENCER	GOODCARE PLC	1122	4/20/2022	12/28/2022	Active	GBP 100.00	GBP 100.00
PK2GUAD221105561	MARKS AND SPENCER	GOODCARE PLC	1122	4/20/2022	12/28/2022	Active	GBP 100.00	GBP 100.00
PK2GUAD221105556	MARKS AND SPENCER	GOODCARE PLC	1122	4/20/2022	4/20/2025	Active	GBP 100.00	GBP 100.00
PK2GUAD221105569	MARKS AND SPENCER	GOODCARE PLC	1122	4/20/2022	11/28/2022	Active	GBP 200.00	GBP 200.00
PK2GUAD221105582	MARKS AND SPENCER	GOODCARE PLC	1122	4/20/2022	11/28/2022	Active	GBP 200.00	GBP 200.00
PK2GUAD221105583	MARKS AND SPENCER	GOODCARE PLC	1122	4/20/2022	12/28/2022	Active	GBP 100.00	GBP 100.00

Total Equivalent Outstanding Amount GBP 1,074,954.30

*ⓘ* 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.

Hey, I am here to help if you need it!

## Field Description

Field Name	Description
<b>Guarantee Number</b>	<p>The Inward Guarantee number.</p> <p>Displays the link to view details of the Inward Guarantee.</p>
<b>Applicant Name</b>	<p>Displays the name of the applicant who has made the Inward guarantee in favour of Beneficiary.</p>
<b>Beneficiary Name</b>	<p>Displays the name of beneficiary i.e. the name of customer for whom the guarantee was taken.</p>
<b>Issue Date</b>	<p>Displays the date on which the Guarantee was issued.</p>
<b>Issuing Bank</b>	<p>The name of the bank that have issued the guarantee.</p>
<b>Issuing Bank Reference Number</b>	<p>The reference number of the issuing bank.</p>

Field Name	Description
<b>Date Of Expiry</b>	Displays the date on which the Guarantee will get expired.
<b>Status</b>	<p>Displays the current status of the Inward Guarantee.</p> <p>The status could be:</p> <ul style="list-style-type: none"> <li>• Active</li> <li>• Hold</li> <li>• Cancelled</li> <li>• Reversed</li> <li>• Closed</li> </ul>
<b>Undertaking Amount</b>	Displays the currency and amount of the Inward Guarantee application.
<b>Equivalent Undertaking Amount</b>	Displays the equivalent currency and amount of the Inward Guarantee application.
<b>Outstanding Amount</b>	Displays the undrawn amount of the Inward Guarantee.
<b>Equivalent Outstanding Amount</b>	Displays the equivalent undrawn amount of the Inward Guarantee.
<b>Transaction Type</b>	Displays the transaction type of transaction.
<b>Total Equivalent Outstanding Amount</b>	Displays the total outstanding equivalent amount in local currency.
<b>Claims</b>	Displays the amount utilized under the guarantee.
<b>Claim</b>	
The below fields displayed when user clicks on <b><u>Claim</u></b> number below <b>Claim</b> column.	
<b>Claim Number</b>	Displays the claim number.
<b>Date</b>	Displays the date of the claim.
<b>Description</b>	Displays the description about claim.
<b>Amount</b>	Displays the claim amount.

---

**Note:** If there is a Relationship pricing maintained for the customer, the same would be reflected in the charges instead of the standard pricing.

---

11. Click the required link in the **Guarantee Number** column.  
The **View Inward Guarantee** screen appears with the details of the selected Inward guarantee.  
By default, the **Inward Guarantee Details** tab appears.  
OR  
Click the **Download** to download all or selected columns in the Inward Guarantee details list.  
You can download the list in PDF formats.
12. Click on the **Manage Column** to setup a column preferences by rearranging or removing columns.
13. Click **Inward Guarantee Details** tab.

## **23.1 Inward Guarantee Details**

## View Inward Guarantee – Inward Guarantee Details

**View Inward Guarantee**  
 MARKS AND SPENCER | \*\*\*043

Guarantee Number	Maturity Date	Contract Amount	Product
PK2GUAI21252007 <span>ACTIVE</span>	12/1/21	GBP 3,500.00	Islamic Export LC - advising of Guarantee.

View Guarantee Details

View Guarantee Details

Amendments

Attached Documents

Linkages

Charges, Commissions & Taxes

SWIFT Messages

Advices

50

Applicant Name

MARKS AND SPENCER

Address

MARGUS2SXXX

87 knights street

Country

Date of Application

5/5/21

Form of Undertaking

59A

Beneficiary Name

GOODCARE PLC

Address

12 King Street

lane no 4

London

Country

Product Details

Product

Islamic Export LC - advising of Guarantee.

Type of Guarantee

Other Guarantee

Applicable Rules

URDG

51

Instructing Party

72Z

Sender to Receiver Information

56A

Issuing Bank

Swift Code

RABO BANK

NL

57A

Advising Through Bank

[View claims](#)

Commitment Details

Applicant Contract Reference No

001044

32B

Undertaking Amount

GBP 3,500.00

71D

Charges

44H

Governing Law and/or Place of Jurisdiction

48B

Demand Indicator

Effective Date

5/5/21

39D

Additional Amount Information

48D

Transfer Indicator

No

45L

Underlying Transaction Details

Presentation Documents and Undertaking Terms and Conditions

77U

Undertaking Terms and Conditions

Non standard

Expiry & Extension Instructions

45C

Document and Presentation Instructions

Confirmation Instructions

WITHOUT

Available With

Requested Confirmation Party

-

Confirming Bank

-

23B

Expiry Type

Conditional

35G

Expiry Condition

RajExpiry

23F

Automatic Extension Period

78

Automatic Extension Non-Extension Notification

Special instruction

23B

Guarantee Expiry Date

11/1/21

Closure Date

12/1/21

26E

Automatic Extension Notification Period

31S

Automatic Extension Final Expiry Date

Delivery Details

24E

Delivery of Amendment to the undertaking

24G

Delivery To/Collection by

Back

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

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## Field Description

Field Name	Description
<b>Guarantee Number</b>	The Inward Guarantee number.
<b>Product</b>	Displays the product type as coming from Host.
<b>Contract Amount</b>	The contract amount of the Inward Guarantee.
<b>Expiry Date</b>	The expiry date of the Inward Guarantee.
<b>Applicant Name</b>	Displays the name of applying party.
<b>Address</b>	Displays the address of applying party.
<b>Country</b>	Displays the country of applying party.
<b>Date of Application</b>	Displays the date when guarantee has been initiated.
<b>Form of Undertaking</b>	Displays the form of undertaking.
<b>Beneficiary Name</b>	Displays the name of beneficiary party.
<b>Address</b>	Displays the address of beneficiary party.
<b>Country</b>	Displays the country of beneficiary party.
<b>Product Details</b>	
<b>Product</b>	Displays the product type as coming from Host.
<b>Type of Guarantee</b>	Displays the various guarantee types to choose from.
<b>Applicable Rules</b>	Indicates the applicable rules for guarantee.
<b>Instructing Party</b>	Displays the name of the obligator or instructing party
<b>Name</b>	Displays the name of instructing party.
<b>Address</b>	Displays the address of instructing party.
<b>Issuing Bank Details</b>	
<b>SWIFT Code</b>	Displays the SWIFT code of Drawee Bank.
<b>Drawee Bank Name</b>	Displays the name of Bank who acts on behalf of Drawee.

<b>Field Name</b>	<b>Description</b>
<b>Address</b>	Displays the address of Drawee Bank.
<b>Country</b>	Displays the name of issuing Bank's country.
<b>Guarantee Advising</b>	
<b>Advising Through Bank</b>	Displays the advise through bank.
<b>Sender to Receiver Information</b>	Displays the details of Sender to Receiver Information while initiating a Bank Guarantee so that any information for receiver can be passed under SWIFT message.
<b>Commitment Details</b>	
<b>Applicant Contract Ref No</b>	Displays an applicant's reference number of the Inward Guarantee.
<b>Undertaking Amount</b>	Displays the currency and amount of the Inward Guarantee application.
<b>Effective Date</b>	Displays the effective date of the Inward Guarantee
<b>Additional Amount information</b>	Displays the details of the details the obligator/ Concerning party for the Inward guarantee, and information for the undertaking such as interests, tolerances.  +/- Tolerances to be specified as 2n/2n format.
<b>Transfer Indicator</b>	Displays the whether the multiple or partial demands are permissible for the Inward guarantee.
<b>Charges</b>	Displays the details charges, and who will bear it for the Inward guarantee.
<b>Underlying Transaction Details</b>	Displays the details of the underlying business transactions for which undertaking is issued.
<b>Governing Law and/or Place of Jurisdiction</b>	The details of the Governing Law and/or Place of Jurisdiction applicable to the undertaking.
<b>Demand indicator</b>	Displays the details of whether the multiple or partial demands are permissible while initiating Inward guarantee or not.
<b>Presentation Documents and Undertaking Terms and Conditions</b>	
This section includes the documents and undertaking terms and conditions present in the Inward Guarantee application.	

Field Name	Description
<b>Undertaking Terms and Condition</b>	Displays the details of applicable terms and condition of the undertaking.
<b>Document and Presentation Instruction</b>	Displays the details of the document and presentation instructions present in the Outward Guarantee.
<b>Expiry and Extension Instructions</b>	
This section includes the expiry condition and extension applicable for the Inward Guarantee application.	
<b>Confirmation Instructions</b>	Displays the confirmation instructions for the requested confirmation party.
<b>Requested Confirmation Party</b>	Bank which is requested to add its confirmation or may add its confirmation.
<b>Available With</b>	Indicates the details of Bank where credit would become available. It is captured by Bank's SWIFT code.
<b>Confirming Bank</b>	Indicates the confirming party is the Confirming bank.
<b>Expiry Type</b>	Displays the type of validity applicable to the Inward Guarantee.
<b>Guarantee Expiry Date</b>	Displays the expiry date of the Inward Guarantee.
<b>Closure Date</b>	Displays the closing date of the Inward Guarantee. The closure date must be after expiry date of the Inward Guarantee.
<b>Automatic Extension Period</b>	Displays the period after which automatic extension is given to the Inward Guarantee.
<b>Automatic Extension Non-Extension Notification</b>	Displays the notification given for non-extension of automatic extension while creating Inward Guarantee.
<b>Automatic Extension Notification Period</b>	Displays the period after which notification given for non-extension of automatic extension while creating Inward Guarantee.
<b>Automatic Extension Final Expiry Date</b>	Displays the date after which validity of automatic extension to the Inward Guarantee expires.
<b>Special Instruction</b>	Displays the instruction which is provided by bank to user to be taken care of while viewing Guarantee and for his information.

Field Name	Description
<b>Delivery Details</b>	
This section includes the details of the delivery of the inward Guarantee.	
<b>Delivery Of Original Undertaking</b>	Displays the details of delivery of the original undertaking will be done.
<b>Delivery To/ Collection by</b>	Displays the details to whom the delivery of undertaking will be done.

14. 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.

## 23.2 Amendments

This tab displays the amendments done for the Inward Guarantee.

### View Inward Bank Guarantee - List of Amendments tab

The screenshot displays the 'View Inward Guarantee' interface. At the top, the header includes the Futura Bank logo, a search bar, and user details like 'Welcome, Ojdx checker' and 'Last login: 9/22/22, 11:25 AM'. The main content area is divided into a sidebar on the left and a main panel. The sidebar contains links for 'View Guarantee Details', 'Attached Documents', 'Linkages', 'Charges, Commissions & Taxes', 'Swift Messages', and 'Advices'. The main panel shows the 'View Inward Guarantee' details for 'Trade Indiv 1 | \*\*\*521'. It includes fields for 'Guarantee Number' (PK1GUAD211254001), 'Product' (Guarantee Advising), 'Contract Amount' (GBP 2,000.00), and 'Maturity Date' (9/2/21). Below this, the 'Amendments' tab is active, showing a table with one amendment. The table has columns for 'Amendment Number', 'Issue Date', 'Expiry Date', 'New Guarantee Amount', and 'Status'. The first row shows amendment number 1, issue date 5/5/21, expiry date 8/3/21, and a status of 'ACCEPTED'. A pagination bar indicates 'Page 1 of 1 (1 of 1 items)'. At the 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
<b>Amendment No.</b>	Displays the amendment number of the Inward Guarantee. Displays the link to view details of the Inward Guarantee amendment.



Field Name	Description
<b>Issue Date</b>	Displays the issue date of the Inward Guarantee.
<b>New Expiry Date</b>	Displays the modified expiry date of the Inward Guarantee.
<b>New Inward Guarantee amount</b>	Displays the modified amount of the Inward Guarantee.

15. Click the **View** link of the required amendment record..  
The **Issued Amendments** screen appears for the selected Inward Guarantee Amendment.  
OR  
Click **Back**.  
The **View Inward Guarantee** screen appears.

### 23.2.1 View Amendment Details

This screen allows the user to view the details of the amendment done under selected Inward Bank Guarantee.

## Amendments Details

Viewer ATM/Branch English

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

Inward Guarantee Amendment

Guarantee Number AT3GUAD190810501 [Amendment Number:2]

Party ID  
\*\*\*308

**Applicant Details**  
Applicant Name  
Farooq Group of Companies  
Address  
Farooq Group of Companies  
Chennai  
Country  
US  
Date of Application  
22 Mar 2019

**Product Details**  
Product  
Guarantee Advising  
Type of Guarantee  
Advance Payment Guarantee

Branch  
AT3 FLEXCUBE UNIVERSAL BANK

**Beneficiary Details**  
Beneficiary Name  
Sunrise coffee  
Address  
32 park street  
royal tech street  
lane no 3  
Country  
United Kingdom

**Issuing Bank Details**  
Swift Code

Commitment Details

Beneficiary Contract Ref No

Guarantee Amount  
£32,000.00

Effective Date  
22 Mar 2019  
Closure Date  
19 Jul 2019  
Validity Type  
Limited

Guarantee Expiry Date  
20 Jun 2019

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) < 1 >

Cancel

Back

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- a. Click to close the window.  
The **View Inward Guarantee** screen appears.

## 23.3 Attached Documents

You can view the list of all documents uploaded by you.

16. 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.

### 23.3.1 View Attached Documents

#### View Inward Guarantee – Attached Documents tab

View Inward Guarantee  
MARKS AND SPENCER | \*\*\*043

Guarantee Number 000GUAD21251001 <span>Active</span>	Product Guarantee Advising	Contract Amount GBP 90,000.00	Maturity Date 9/2/21
---	-------------------------------	----------------------------------	-------------------------

View Guarantee Details

Attached Documents

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

① 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.  
② Displayed Local currency amount is indicative and actual amount may differ.

Linkages

Charges, Commissions & Taxes

Swift Messages

Advices

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#### Field Description

Field Name	Description
<b>Sr No</b>	The serial number of the attached document records.
<b>Document Id</b>	Displays the unique identification number for the attached document. Displays the link to download the attached document.
<b>Document Category</b>	Displays the category of the document uploaded.
<b>Document Type</b>	Displays the type of the document uploaded.
<b>Remarks</b>	Displays the notes added, if any, for attaching the document.

- Click the required link in the **Document ID** column to download the attached document.  
OR  
Click **Back**.  
The **View Inward Guarantee** screen appears.

### 23.4 Linkages tab

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

## View Inward Guarantee - Linkages tab

**View Inward Guarantee**  
Trade Indiv 1 | \*\*\*321

Guarantee Number: PKIGUAD211254001 Active | Product: Guarantee Advising | Contract Amount: GBP 2,000.00 | Maturity Date: 9/2/21

**Linkages**

Total Linkage Amount GBP 0.00

**Cash Collateral Linkages**

Currency	Percent	Description
GBP	15	Cash Collateral Amount Collateral Amount GBP 0.00

**Charges, Commissions & Taxes**

**Swift Messages**

**Advices**

Sr. No.	Account Number	Contribution Amount for Collateral	Contribution Percentage
No data to display.			
Total Collateral Amount		GBP 0.00	

**Deposit Linkages**

Account Number:  Amount:

No data to display.

Total Amount in Local Currency: GBP 0.00

Page 1 | 0 of 0 items | < 1 >

[Back](#)

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

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## Field Description

Field Name	Description
<b>Total Linkage Amount</b>	The total linkage amount.
<b>Cash Collateral Linkages</b>	
<b>Currency</b>	The contract currency of cash collateral as maintained at back office. The user can change the currency.
<b>Description</b>	The description of collateral linkage.
<b>Percent</b>	Percentage of LC to be used as collateral – as maintained at OBTF.
<b>Collateral Amount</b>	Amount to be used as Collateral for LC.
<b>Sr. No.</b>	The serial number of the schedule record.
<b>Account Number</b>	The accounts that are mapped to the user.

Field Name	Description
<b>Contribution Amount for Collateral</b>	The amount to be used from the selected account towards the collateral.
<b>Contribution Percentage</b>	Percentage of the total collateral to be taken from the selected account.
<b>Total Collateral Amount</b>	Total amount to be used as Collateral for LC.
<b>Deposit Linkages</b>	
<b>Account Number</b>	The deposit account that has to be mapped to the transaction.
<b>Amount</b>	The amount that is to be linked for the transaction, and partial linkages to be supported.
<b>Total Amount in Local Currency</b>	The tentative total equivalent amount in local currency.

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

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

## **23.5 Charges, Commissions & Taxes**

This tab lists charges, Commissions & Taxes for the Inward Guarantee.

20. 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, Commissions & Taxes tab

**View Inward Guarantee**  
MARKS AND SPENCER | \*\*\*043

Guarantee Number: PK2GUAD21125ADWF **ACTIVE** | Product: Guarantee Advising | Contract Amount: GBP 100,000.00 | Maturity Date: 6/9/23

**Charges, Commissions & Taxes**

**Charges**

Account No	Description of Charges	Amount	Split Amount Borne by You	Split Amount Borne by Other Party
xxxxxxxxxxxx0017	LC Advising Charges	GBP 50.00	GBP 50.00	GBP 0.00
<b>Total Charges</b>		GBP 50.00	GBP 50.00	GBP 0.00

**Taxes**

Account No	Description of Taxes	Value Date	Amount	Equivalent Amount
No data to display.				

**Commissions**

Account No	Description of Commissions	Amount	Split Amount Borne by You	Split Amount Borne by Other Party
No data to display.				

[Back](#)

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

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## Field Description

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

### Charges

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

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

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

<b>Split Amount Borne by You</b>	Displays the split charge amount which is to be paid by you.
----------------------------------	--

<b>Split Amount Borne by Other Party</b>	Displays the split charge amount which is to be paid by other party.
--	--

<b>Total Charges</b>	Displays the total charge amount.
----------------------	-----------------------------------

Field Name	Description
<b>Taxes</b>	
<b>Account No</b>	Debit account number of the applicant.
<b>Description of Taxes</b>	Displays the description of taxes applicable.
<b>Value Date</b>	Displays the value date of the taxes.
<b>Amount</b>	Displays the amount of taxes.
<b>Equivalent Amount</b>	Displays the equivalent amount of taxes.
<b>Total Taxes</b>	Displays the total tax amount.
<b>Commissions</b>	
<b>Account No</b>	Debit account number of the applicant.
<b>Description of Commissions</b>	Displays the description of commission applicable.
<b>Amount</b>	Displays the amount of commission.
<b>Split Amount Borne by You</b>	Displays the split commission amount which is to be paid by you.
<b>Split Amount Borne by Other Party</b>	Displays the split charge amount which is to be paid by other party.
<b>Total Commission</b>	Displays the total commission amount.

---

**Note:** If there is a Relationship pricing maintained for the customer, the same would be reflected in the charges instead of the standard pricing.

---

## 23.6 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 Inward Guarantee.

21. 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

**View Inward Guarantee**  
MARKS AND SPENCER | \*\*\*045

Guarantee Number 000GUAD211251001 <span>Active</span>	Product Guarantee Advising	Contract Amount GBP 90,000.00	Maturity Date 9/2/21
--	-------------------------------	----------------------------------	-------------------------

View Guarantee Details  
Amendments  
Attached Documents  
Linkages  
Charges, Commissions & Taxes  
**Swift Messages**  
Advices

**Swift Messages**

Message ID	Date	Description	Sending/Receiving Bank	Message Type	Action
2102183690963613	5/5/21	Acknowledgement of a Guarantee	CITIBANK IRELAND	768	<a href="#">Download</a>

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

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

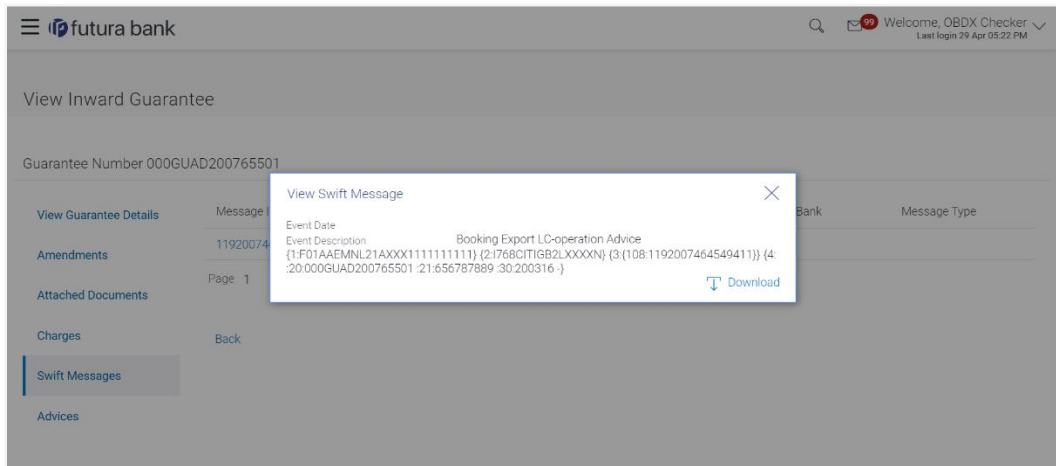
## Field Description

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

22. 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.
23. Click the **Download** link against the SWIFT messages to download in selected format like PDF formats, if required.




### 23.6.1 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.

**Note:** Only SWIFT messages in which ACK has been received by bank is being displayed.

### 23.7 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.

24. 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**  
MARKS AND SPENCER | \*\*\*043

Guarantee Number	Product	Contract Amount	Maturity Date
PK2GUAD21125A6KA <span>ACTIVE</span>	Guarantee Advising	GBP 100,000.00	9/2/21

**Advices**

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

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

Back

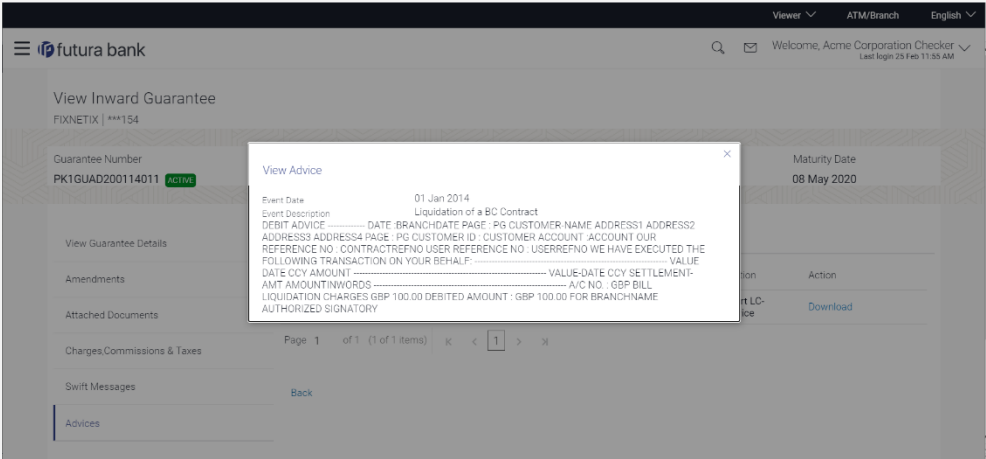
ⓘ Displayed Local currency amount is indicative and actual amount may differ.

## Field Description

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


25. 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.
26. Click the **Download** link against the advice to download in selected format like PDF formats, if required.

### 23.7.1 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.

27. Click **Back**.  
The View Inward Guarantee screen appears.

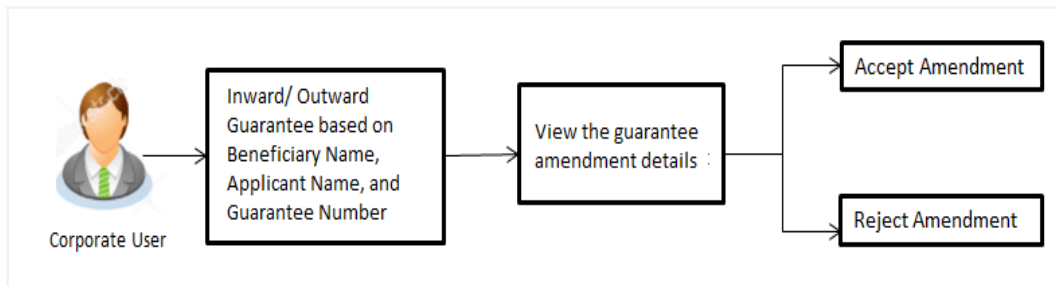
## 24. Guarantee Amendments Acceptance

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  .
4. 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 Results

Viewer

ATM/Branch

English

futura bank

Search ...

Welcome, obdx checker

Last login 17 Nov 12:09 PM

Acceptance for Guarantee Amendment/Cancellation

GOODCARE PLC | \*\*\*044

Pending Acceptances

GOODCARE PLC

Search...

<input type="checkbox"/>	Amendment Number	Product Name	Applicant Name	Guarantee Number	Undertaking Amount	Equivalent Undertaking Amount	
<input type="checkbox"/>	1 <a href="#">Amendment</a>	Inward Bank Guarantee	MARKS AND SPENCER	PK2GUAD21125A15R	GBP10,000.00	GBP10,000.00	<a href="#">View</a>
<input type="checkbox"/>	1 <a href="#">Amendment</a>	Inward Bank Guarantee	MARKS AND SPENCER	PK2GUAD21125A15R	GBP10,000.00	GBP10,000.00	<a href="#">View</a>
<input type="checkbox"/>	1 <a href="#">Amendment</a>	Inward Bank Guarantee	MARKS AND SPENCER	PK2GUAD21125A15R	GBP10,000.00	GBP10,000.00	<a href="#">View</a>
<input type="checkbox"/>	1 <a href="#">Amendment</a>	Inward Bank Guarantee	MARKS AND SPENCER	PK2GUAD21125A0RU	GBP12,000.00	GBP10,000.00	<a href="#">View</a>
<input type="checkbox"/>	1 <a href="#">Amendment</a>	Inward Bank Guarantee	MARKS AND SPENCER	PK2GUAD21125A0RU	GBP12,000.00	GBP10,000.00	<a href="#">View</a>

Page 1 of 3 (1-5 of 14 Items)

1

2

3

Special Instructions

Approve

Reject

Cancel

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### Field Description

Field Name	Description
<b>Search</b>	This field allows the user to search the Guarantee by entering the search criteria like Applicant Name, Guarantee Number etc.
<b>All Beneficiaries</b>	Select the specific beneficiary to filter the search result based on specific beneficiary.
<b>Search Results</b>	This section displays the search results.
<b>Amendment Number</b>	The amendment number of the Inward Guarantee.
<b>Product Name</b>	The product of the guarantee for which amendment acceptance is required.
<b>Applicant Name</b>	The name of the applicant of the Inward Guarantee.
<b>Guarantee Number</b>	The Inward Guarantee number against which amendment acceptance is required.

Field Name	Description
<b>Undertaking Amount</b>	The undertaking amount for the Inward Guarantee.
<b>Equivalent Undertaking Amount</b>	The equivalent undertaking amount for the Inward Guarantee.
<b>Special Instructions</b>	The instruction which is provided by user to Bank to be taken care of while creating Guarantee.

5. Select the required Amendment Number record.
6. In the **Special Instructions** field, enter the remarks/special instructions.
7. Click **Approve** to approve the amendment.  
OR  
Click **Reject** to reject the amendment.  
OR  
Click **Cancel** to cancel the transaction. The **Dashboard** 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.
8. The **Review** screen appears.  
Verify the details, and click **Confirm**.  
OR  
Click **Back** to go back to previous screen.  
OR  
Click **Cancel** to cancel the transaction.
9. The success message Guarantee Amendment Acceptance appears along with the reference number. Click **Go to Dashboard**, to navigate to the dashboard.
10. Click on the desired **View** link to View Guarantee Amendment details screen appear.

**Guarantee Amendment Acceptance – View Guarantee Amendment**

futura bank

Search ...

Viewer

ATM/Branch

English

Welcome, obdx checker  
Last login: 17 Nov 10:50 PM

View Guarantee Amendment

MARKS AND SPENCER | \*\*\*0/3

Guarantee Reference No.  
PK2GUAD21T2SA1SR

Covered

Product  
Inward Bank Guarantee

Undertaking Amount  
GBP10,000.00

Maturity Date  
02 Sep 2021

View Guarantee Details

Compare with Previous Values

50

Applicant Name  
MARKS AND SPENCER

Address  
MARGLJ5XXXX  
87 knights street

Country  
United Kingdom

Date of Application  
05 May 2021

Type of Guarantee

59A Modified

Beneficiary Name  
GOODCARE PLC

Address  
12 King Street  
lane no 4  
London

Country  
United Kingdom

56A

Issuing Bank

Swift Code  
CITIGBZLRRR

Address  
CITIGBZL RRR  
glaso park 35

Commitment Details

Compare with Previous Values

Contract Reference No  
meena2

Effective Date  
05 May 2021

52B

Undertaking Amount  
GBP10,000.00

59D

Additional Amount Information

71D

Charges

48D

Transfer Indicator  
No

44H

Governing Law and/or Place of Jurisdiction

48L

Demand Indicator

45L

Underlying Transaction Details

Presentation Terms and Conditions

Compare with Previous Values

77U

Other Amendments to Undertaking  
dtlfl didgffggfd vdfll gfgfkg!

45C

Document and Presentation Instructions

Instructions

Compare with Previous Values

23B

Expiry Type  
Conditional

35G

Expiry Condition  
dftgg!

23F

Automatic Extension Period

7B

Automatic Extension Non-Extension Notification

72Z

Sender to Receiver Information  
Special instruction

23B

Guarantee Expiry Date  
03 Aug 2021

Closure Date  
02 Sep 2021

24E

Automatic Extension Notification Period

31G

Automatic Extension Final Expiry Date

Delivery Details

Compare with Previous Values

24E

Delivery of Original Undertaking

24G

Delivery To/Collection by

Linkages

Currently, there are no deposits linked to this contract.

Charges , Commissions & Taxes

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,

Back

11. Click **Back**. The **Guarantee Amendment Acceptance** screen with search result appears.  
OR  
Click **Compare with Previous Values** to compare the guarantee details and amendment details value. The **Amend Details** overlay screen appears.

### Amend Details

futura bank

Search ...

</

### Field Description

Field Name	Description
Guarantee Reference No.	The Guarantee reference number.
Tags	Displays the unique identification number of the field.
Field	Displays the field name.
New Value	The new amended value of the field.
Old Value	The old value of the field.



## 25. Lodge 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 (OBTFCPM).

### 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 > Initiate Lodge Claims > Claims*

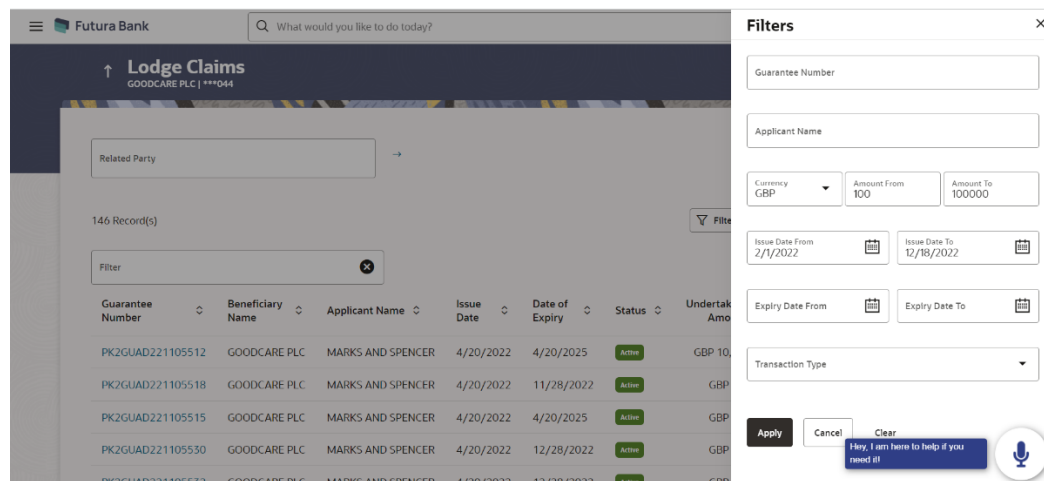
### 25.1 Search Claims

User can search the bank guarantee against which he wants to lodge a claim.

#### To search a bank guarantee:

- Navigate to **Lodge Claims** screen.
- Click  to filter based on the filter criteria. The Filter overlay screen appears.

#### Lodge Claims - Guarantee Search



Guarantee Number	Beneficiary Name	Applicant Name	Issue Date	Date of Expiry	Status	Undertak Amo
PK2GUAD221105512	GOODCARE PLC	MARKS AND SPENCER	4/20/2022	4/20/2025	Active	GBP 10
PK2GUAD221105518	GOODCARE PLC	MARKS AND SPENCER	4/20/2022	11/28/2022	Active	GBP
PK2GUAD221105515	GOODCARE PLC	MARKS AND SPENCER	4/20/2022	4/20/2025	Active	GBP
PK2GUAD221105530	GOODCARE PLC	MARKS AND SPENCER	4/20/2022	12/28/2022	Active	GBP
PK2GUAD221105532	GOODCARE PLC	MARKS AND SPENCER	4/20/2022	12/28/2022	Active	GBP

#### Field Description

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

Field Name	Description
<b>Beneficiary Name</b>	The name of the beneficiary of the guarantee.
<b>Applicant Name</b>	The name of the applicant.
<b>Currency</b>	The currency of the undertaking amount for the guarantee.
<b>Undertaking Amount -From To</b>	The undertaking amount start and end range for which the guarantee is issued.
<b>Issue Date Range - From To</b>	The start and end date of guarantee issued.
<b>Expiry Date Range - From To</b>	The expiry date range of the guarantee.
<b>Transaction Type</b>	The transaction type of transaction to filter the claims based on Guarantee and Stand By LC.

3. 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.

## Lodge Claims - Guarantee Search Results

**Lodge Claims**  
GOODCARE PLC | \*\*\*044

125 Record(s)

Filters
 Download
 Manage Columns

Guarantee Number	Beneficiary Name	Applicant Name	Issue Date	Date of Expiry	Status	Undertaking Amount	Equivalent Undertaking Amount	Outstanding Amount
<a href="#">PK2GUAD221105512</a>	GOODCARE PLC	MARKS AND SPENCER	4/20/2022	4/20/2025	Active	GBP 10,000.00	GBP 10,000.00	GBP 8,900.00
<a href="#">PK2GUAD221105518</a>	GOODCARE PLC	MARKS AND SPENCER	4/20/2022	11/28/2022	Active	GBP 200.00	GBP 200.00	GBP 200.00
<a href="#">PK2GUAD221105515</a>	GOODCARE PLC	MARKS AND SPENCER	4/20/2022	4/20/2025	Active	GBP 110.00	GBP 110.00	GBP 110.00
<a href="#">PK2GUAD221105530</a>	GOODCARE PLC	MARKS AND SPENCER	4/20/2022	12/28/2022	Active	GBP 100.00	GBP 100.00	GBP 100.00
<a href="#">PK2GUAD221105532</a>	GOODCARE PLC	MARKS AND SPENCER	4/20/2022	12/28/2022	Active	GBP 100.00	GBP 100.00	GBP 100.00
<a href="#">PK2GUAD221105544</a>	GOODCARE PLC	MARKS AND SPENCER	4/20/2022	12/28/2022	Active	GBP 100.00	GBP 100.00	GBP 100.00
<a href="#">PK2GUAD221105561</a>	GOODCARE PLC	MARKS AND SPENCER	4/20/2022	12/28/2022	Active	GBP 100.00	GBP 100.00	GBP 100.00
<a href="#">PK2GUAD221105556</a>	GOODCARE PLC	MARKS AND SPENCER	4/20/2022	4/20/2025	Active	GBP 100.00	GBP 100.00	GBP 100.00
<a href="#">PK2GUAD221105569</a>	GOODCARE PLC	MARKS AND SPENCER	4/20/2022	11/28/2022	Active	GBP 200.00	GBP 200.00	GBP 200.00
<a href="#">PK2GUAD221105582</a>	GOODCARE PLC	MARKS AND SPENCER	4/20/2022	11/28/2022	Active	GBP 200.00	GBP 200.00	GBP 200.00
<a href="#">PK2GUAD221105583</a>	GOODCARE PLC	MARKS AND SPENCER	4/20/2022	12/28/2022	Active	GBP 100.00	GBP 100.00	GBP 100.00
<a href="#">PK2GUAD221105591</a>	GOODCARE PLC	MARKS AND SPENCER	4/20/2022	12/28/2022	Active	GBP 100.00	GBP 100.00	GBP 100.00
<a href="#">PK2GUAD221105516</a>	GOODCARE PLC	MARKS AND SPENCER	4/20/2022	4/20/2025	Active	AED 1,000	GBP 238.10	AED 1,000

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.

Hey, I am here to help if you need it!

## Field Description

Field Name	Description
<b>Search Results</b>	This section displays the search results.
<b>Guarantee Number</b>	The guarantee number of the guarantee against which the user can lodge a claim.
<b>Applicant Name</b>	The name of the applicant.
<b>Beneficiary Name</b>	The name of the beneficiary of the guarantee.
<b>Issue Date</b>	The date on which the guarantee issued.
<b>Expiry Date</b>	The expiry date of the guarantee.
<b>Guarantee Status</b>	The status of the issued guarantee.

Field Name	Description
<b>Undertaking Amount</b>	The undertaking amount along with the currency for which the guarantee is issued.
<b>Equivalent Undertaking Amount</b>	The equivalent undertaking amount along with the currency for which the guarantee is issued.
<b>Outstanding Amount</b>	The outstanding amount along with the currency of the issued guarantee.
<b>Equivalent Outstanding Amount</b>	The equivalent outstanding amount along with the currency of the issued guarantee.
<b>Claims</b>	The claimed amount.

- Click the **Guarantee Number** link to view the guarantee claim details. The **Claims** detail screen appears.  
OR  
Click the **Download** to download all or selected columns in the Claim details list. You can download the list in PDF or CSV formats.
- Click on the **Manage Column** to setup a column preferences by rearranging or removing columns.

## 25.2 **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

ATM & Branch LocatorEnglish

Welcome, ritwick authLast login 5/16/23, 12:32 PM

futura bank

Search

RA

Welcome, ritwick auth

Last login 5/16/23, 12:32 PM

Claims

Air Arabia | \*\*\*204

Party Name

Aldar Properties

More information

Claimed to Guarantee Reference No.

032GUAD231840003

Active

Beneficiary Name

Air Arabia

Outstanding Amount

AED 100

31L

Date of Demand

Required

22G

Demand Type

Pay or Extend

Pay Only

31E

New Expiry Date

Required

32B

Claim Amount

AED

AED 100.00

78

Additional Amount Information

Claim against insurance

49A

Complete Demand

72Z

Sender to Receiver Information

Type Information

Special Instructions

Type Information

Attachments

Drag and Drop

Select or drop files here.

File size should not be more than 5 MB. Supported files: .JPEG, .PNG, .DOC, .PDF, .TXT, .ZIP. Multiple files can be uploaded at a time. The characters that are available to be used for Document name (alphanumeric, dot, underscore and space)

ADDRESSPROOF

ADDPROOF

Add Remarks

LetterofCredit.txt

Upload

Delete All

Preview Draft Copy

Submit

Cancel

Back

Information

You can lodge a claim against the guarantee received using this facility and by providing the details here.

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## Field Description

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

Field Name	Description
<b>Additional Amount Information</b>	The details on additional amount.
<b>Demand Statement</b>	The demand statements.
<b>Presentation Completion Details</b>	The details of presentation completion. Applicable only if demand statement is provided.
<b>Sender To Receiver Information</b>	The additional information for the receiver.
<b>Special Instructions</b>	Any instructions provided to bank for lodging a claim is mentioned here.
<b>Attachments</b>	The supporting document that needs to be attached.

1. From the **Date of Demand** field, select the date of demand of the guarantee.
2. In the **Demand Type** field, select the type of demand.
3. If you have selected **Pay or Extend** option in the **Demand Type** field:
4. In the **New Expiry Date** field, select the new expiry date of the guarantee.
5. In the **Claim Amount** field, select the Currency and enter the claim amount.
6. In the **Additional Amount Information** field, enter the details of additional information for lodging the claim.
7. In the **Demand Statement** field, enter the details of demand statement.
8. In the **Presentation Completion Details** field, enter the details of presentation completion.
9. In the **Sender To Receiver Information** field, enter the additional information for the receiver.
10. In the **Special Instructions** 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 **Kindly Go through all the Standard Instructions**, check box.
13. Click the **Kindly Go through all the Standard Instructions** link to view the customer instructions maintained by bank from back office.
14. Select the **Terms and Conditions** check box to accept the Terms and Conditions.
15. Click **Preview Draft Copy** to have a preview of draft.
16. 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.

17. 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.
18. The success message appears along with the reference number. Click **OK** to complete the transaction.



## 26. View Claims

The user can view the details of the lodge claim for the Inward Guarantee. The user can also view the details of the claim lodge by the Beneficiary, for the Outward Guarantee.

This option allows the user to view the details of the Inward Guarantee and Outward Guarantee claim.

### 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 > View Claim*


*OR*

*Dashboard > Toggle menu > Trade Finance > Bank Guarantee > Outward Bank Guarantee > View Claim*

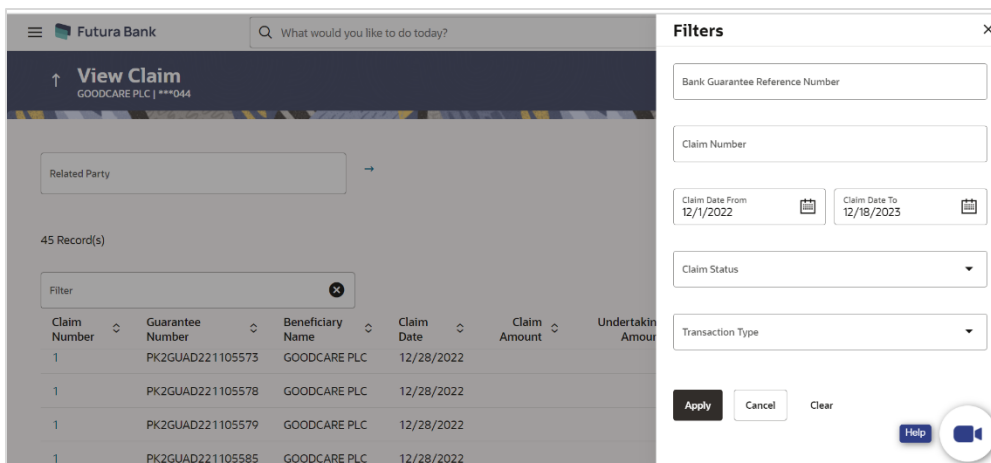
### 26.1 Search Claims

User can search the bank guarantee against which he wants to lodge a claim.

#### To search a lodged claim:

1. Navigate to **View Claims** screen
2. Click  to filter based on the filter criteria. The Filter overlay screen appears.

#### View Claim - Guarantee Search



The screenshot shows the 'View Claim' interface for 'GOODCARE PLC | \*\*\*044'. A 'Filters' overlay is active on the right side of the screen. The main area displays a table of claims with 45 records. The table has columns for Claim Number, Guarantee Number, Beneficiary Name, Claim Date, Claim Amount, and Undertaking Amount. The filter overlay includes fields for Bank Guarantee Reference Number, Claim Number, Claim Date From (12/1/2022), Claim Date To (12/18/2023), Claim Status, and Transaction Type. At the bottom of the filter overlay are buttons for 'Apply', 'Cancel', and 'Clear', along with a 'Help' button and a video call icon.

Claim Number	Guarantee Number	Beneficiary Name	Claim Date	Claim Amount	Undertaking Amount
1	PK2GUAD221105573	GOODCARE PLC	12/28/2022		
1	PK2GUAD221105578	GOODCARE PLC	12/28/2022		
1	PK2GUAD221105579	GOODCARE PLC	12/28/2022		
1	PK2GUAD221105585	GOODCARE PLC	12/28/2022		

## Field Description

Field Name	Description
<b>Bank Guarantee Reference Number</b>	The inward/ outward guarantee reference number against which user has lodged a claim.
<b>Beneficiary Name</b>	The name of the beneficiary of Inward Guarantee claims. This field appears for <b>Inward Bank Guarantee/Stand By LC</b> .
<b>Applicant Name</b>	The name of the applicant for Outward Guarantee claims . This field appears for <b>Outward Bank Guarantee/Stand By LC</b> .
<b>Claim Number</b>	The claim registered under the guarantee.
<b>Claim Date Range</b>	The claim date range to select the Claims as per the selected period.
<b>Claim Status</b>	The status of the lodged claim. The options are: <ul style="list-style-type: none"><li>• Lodged</li><li>• Rejected</li><li>• Settled</li><li>• Injunction Received</li><li>• Query to Extend or Settle</li><li>• Extended</li></ul>
<b>Transaction Type</b>	The transaction type of transaction to filter the claims based on Guarantee and Stand By LC.

3. Enter the search criteria and click **Apply**. The search results matching search criteria appears on the screen.  
OR  
Click **Cancel** to cancel the transaction. The **Dashboard** appears.  
OR  
Click **Clear** to clear the search criteria.

## Claims - Guarantee Search Results

[View Claim](#)  
 GOODCARE PLC | \*\*\*044

45 Record(s)
 Filters
Download
Manage Columns

Claim Number	Guarantee Number	Beneficiary Name	Claim Date	Claim Amount	Undertaking Amount	Claim Status	Transaction Type
1	PK2GUAD221105512	GOODCARE PLC	4/20/2025	1000	10000	Settled	Guarantee
2	PK2GUAD221105512	GOODCARE PLC	4/20/2025	100	10000	Settled	Guarantee
1	PK2GUAD221105525	GOODCARE PLC	4/20/2025	100	100	Settled	Guarantee
1	PK2GUAD221105516	GOODCARE PLC	4/20/2025	1000	1000	Rejected	Guarantee
1	PK2GUAD221105572	GOODCARE PLC	12/28/2022	100	100	Query To Extend Or Settle	Guarantee
1	PK2GUAD221105585	GOODCARE PLC	12/28/2022	100	100	Query To Extend Or Settle	Guarantee
1	PK2GUAD221105598	GOODCARE PLC	12/28/2022	100	100	Query To Extend Or Settle	Guarantee
1	PK2GUAD221105521	GOODCARE PLC	12/28/2022	100	100	Query To Extend Or Settle	Guarantee
1	PK2GUAD221105578	GOODCARE PLC	12/28/2022	100	100	Query To Extend Or Settle	Guarantee
1	PK2GUAD221105524	GOODCARE PLC	4/20/2025	1000	1000	Query To Extend Or Settle	Guarantee
1	PK2GUAD221106567	GOODCARE PLC	12/28/2022	100	100	Query To Extend Or Settle	Guarantee
1	PK2GUAD221106574	GOODCARE PLC	12/28/2022	100	100	Query To Extend Or Settle	Guarantee
1	PK2GUAD221106034	GOODCARE PLC	12/28/2022	100	100	Query To Extend Or Settle	Guarantee

## Field Description

Field Name	Description
<b>Search Results</b>	This section displays the search results.
<b>Guarantee Number</b>	The inward/ outward guarantee number.
<b>Claim Number</b>	The claim number registered under the guarantee.
<b>Applicant Name</b>	The name of the applicant.
<b>Claim Date</b>	The date on which the claim is lodged.
<b>Claim Amount</b>	The claimed amount.
<b>Undertaking Amount</b>	The undertaking amount along with the currency for which the guarantee is issued.
<b>Claim Status</b>	Search result displays the transactions based on the selected claim status.

Field Name	Description
<b>Transaction Type</b>	The transaction type of transaction.

- Click the **Claim Number** link to view the claim details. The **View Claims** details screen appears.  
OR  
Click the **Download** to download all or selected columns in the View Claim details list. You can download the list in PDF or CSV formats.
- Click on the **Manage Column** to setup a column preferences by rearranging or removing columns.

## 26.2 View Claim Details

The user can view the details entered for a claim that is lodged against the issued guarantee.

To view a claim:

### View Claim – Details

The screenshot shows the 'View Claim' interface for Futura Bank. The header includes the bank logo, a search bar, and user information: 'Welcome, bulk checker' with a last login time of 5/23/23, 11:55 AM. The main content area is titled 'View Claim' for 'Air Arabia' with ID '\*\*\*204'. It displays a table of claim details:

Guarantee Number	Claim Number	Claim Status	Lodgement Date	Claim Expiry Date
032SBLC232131001	2	LBL_EXTND	8/1/23	8/15/24

Below the table, there's a 'View Claim Details' section with a sidebar menu containing 'Attached Documents', 'Charges & Taxes', 'SWIFT Messages', and 'Advice'. The main content area shows details for the claim, including 'Date of Demand' (8/1/23), 'Claim Amount' (AED 3,400), 'Demand Statement', 'Demand Type' (Extend), and 'New Expiry Date' (8/15/24). At the bottom, there are 'Settle' and 'Back' buttons. A chat icon with a notification bubble is visible in the bottom right corner.

### Field Description

Field Name	Description
<b>Guarantee Number</b>	The guarantee number of the guarantee against which the user has lodged a claim.

Field Name	Description
<b>Claim Number</b>	The claim number of the lodged claim.
<b>Claim Status</b>	The status of the lodged claim.
<b>Lodgement Date</b>	The date on which the claim was lodged.
<b>Claim Expiry Date</b>	The expiry date of the claim.
<b>View Claim Details</b>	
<b>Date of Demand</b>	The date on which the demand was raised by the beneficiary.
<b>Demand Statement</b>	The demand statements.
<b>Demand Type</b>	<p>This field specifies the type of demand.</p> <p>Values are:</p> <ul style="list-style-type: none"> <li>• Pay or Extend</li> <li>• Pay Only</li> </ul>
<b>Sender To Receiver Information</b>	The additional information for the receiver.
<b>Instruction</b>	Displays the special instructions details which is fetched from Remarks field of OBTF.
<b>Claim Amount</b>	<p>The amount to be claimed against the guarantee.</p> <p>The user has to select the claim currency.</p>
<b>Additional Amount Information</b>	The details on additional amount.
<b>New Expiry Date</b>	<p>The new expiry date of the Guarantee.</p> <p>This field appears if you select <b>Pay Only</b> option in the <b>Demand Type</b> field.</p>

1. Click **Settle** to initiate a settlement of Claim. The **Bank Guarantee Settlement** screen appears. (For more information refer **Bank Guarantee/Stand By LC Settlement** transaction in this User Manual.)

OR

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

Note: **Settle** button is not applicable for Claims under Inward Guarantee.

## 26.3 Attached Documents

You can view the list of all documents specific to claim attached under the Claim at every respective stage of the claim.

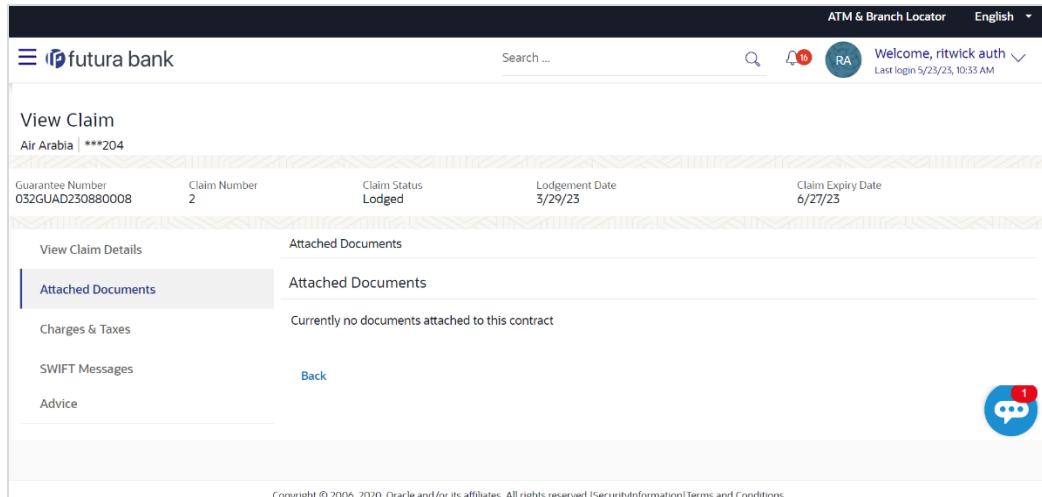
2. Click **Attached Documents** tab to view the list of all documents uploaded or to attach document.

The **Attached Documents** details appears in the **View Claim** screen.

OR

Click **Back**.

The **View Claim** screen appears.



### Field Description

Field Name	Description
<b>Sr No</b>	The serial number of the attached document records.
<b>Document Id</b>	Displays the unique identification number for the attached document. Displays the link to download the attached document.
<b>Document Category</b>	Displays the category of the document uploaded.
<b>Document Type</b>	Displays the type of the document uploaded.
<b>Remarks</b>	Displays the notes added, if any, for attaching the document.

3. Click the required link in the **Document ID** column to download the attached document.  
OR  
Click **Back**.  
The **View Claim** screen appears.

## 26.4 Charges & Taxes

This tab lists charges and taxes specific to claim generated at every respective stage of the claim.

4. Click **Charges & Taxes** tab to view list of charges, commissions and taxes for the claim.  
The **Charges** detail appears in the **View Claim** screen.  
OR  
Click **Back**.  
The **View Claim** screen appears.

### View Claim – Charges, Commissions & Taxes tab

The screenshot shows the 'View Claim' interface for Futura Bank. The top navigation bar includes 'ATM & Branch Locator', 'English', and a user profile 'Welcome, ritwick auth' with a last login time of 5/19/23, 3:49 PM. The main header shows 'View Claim' for 'Alir Arabia | \*\*\*204'. Below this, claim details are listed: Guarantee Number 032GUAD232123501, Claim Number 1, Claim Status 'Query to Extend or Settle', Lodgement Date 7/31/23, and Claim Expiry Date 10/31/23. A left sidebar contains links for 'View Claim Details', 'Attached Documents', 'Charges & Taxes' (selected), 'SWIFT Messages', and 'Advice'. The main content area is divided into three sections: 'Charges & Taxes', 'Commissions', and 'Taxes'. The 'Charges & Taxes' section contains a table with two rows of charges. The 'Commissions' section shows 'No data to display.' The 'Taxes' section also shows 'No data to display.' A 'Back' link is located at the bottom of the main content area. The footer contains a copyright notice: 'Copyright © 2006, 2020, Oracle and/or its affiliates. All rights reserved.[SecurityInformation]Terms and Conditions'.

Account No	Description of Charges	Amount
xxxxxxxxxxxx0001	LC Advising Charges	AED 50
xxxxxxxxxxxx0001	LC Charges receivables	AED 50

Account No	Description of Commissions	Amount
No data to display.		

Account No	Description of Taxes	Value Date	Amount	Equivalent Amount
No data to display.				

[Back](#)

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### Field Description

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

#### Charges

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

Field Name	Description
<b>Description of Charges</b>	Displays the description of charges applicable.
<b>Amount</b>	Displays the amount of charges.
<b>Total Charges</b>	Displays the total charge amount.
<b>Commissions</b>	
<b>Account No</b>	Debit account number of the applicant.
<b>Description of Commissions</b>	Displays the description of commission applicable.
<b>Amount</b>	Displays the amount of commission.
<b>Total Commission</b>	Displays the total commission amount.
<b>Taxes</b>	
<b>Account No</b>	Debit account number of the applicant.
<b>Description of Taxes</b>	Displays the description of taxes applicable.
<b>Value Date</b>	Displays the value date of the taxes.
<b>Amount</b>	Displays the amount of taxes.
<b>Equivalent Amount</b>	Displays the equivalent amount of taxes.
<b>Total Taxes</b>	Displays the total tax amount.

---

**Note:** If there is a Relationship pricing maintained for the customer, the same would be reflected in the charges instead of the standard pricing.

---

## 26.5 **SWIFT Messages**

This tab lists and displays list of all SWIFT messages specific to claim generated at every respective stage of the claim.

5. Click **SWIFT Messages** tab.  
the summary of all the all SWIFT messages between both the parties appears.  
OR  
Click Back.  
The **View Claim** screen appears.



## View Claim – SWIFT Messages tab

**View Claim**  
Etisalat | \*\*\*213 14

Guarantee Number: 091GUA1230900501 | Claim Number: 1 | Claim Status: Settled | Lodgement Date: 3/31/23 | Claim Expiry Date: 10/17/23

**SWIFT Messages**

Sr No.	Message ID	Date	Description	Sending/Receiving Bank	Message Type	Action
1	0552355589420256	3/29/23	Guarantee Claim Advice	MASHREQ BANK CAIRO	GUA_CLAIM_ADV	Download

[Back](#)

## Field Description

Field Name	Description
<b>Sr. No.</b>	The serial number of the SWIFT messages.
<b>Message ID</b>	Unique identification number for the message.
<b>Date</b>	Date of sending advice.
<b>Description</b>	The SWIFT message detailed description.
<b>Sending/Receiving Bank</b>	This displays the name of bank who has sent/received the message
<b>Message Type</b>	This shows the type of message sent/received such as MT 740etc
<b>Action</b>	The action to be taken that is to download the SWIFT details.

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

## 26.5.1 SWIFT Message Details

×

**View SWIFT Message**

Event Date3/29/23

Event DescriptionGuarantee Claim Advice

-----Instance Type and Transmission-----

-

Original Received from Application - Outgoing Draft

Priority/Delivery : Urgent

-----Message Header-----

Swift Input : FIN 765 Guarantee/Standby Letter of Credit Demand

Sender Swift address : AAEMNL21XXX

ANTHOS ASSET MANAGEMENT B.V.

JACHTHAVENWEG 111

1008 AB AMSTERDAM

AAEMNL21XXX

Receiver Swift address : MSHQEGCAXXX

MASHREQ BANK CAIRO

MSHQEGCAXXX

ENGLAND

UK - IND7

-----User Header-----

Message-User-Reference : 0562347743588595

-----Message Text-----

:20: Transaction Reference Number

032GUAD230880014

:21: Related Reference

### 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.

**Note:** Only SWIFT messages in which ACK has been received by bank is being displayed.

## 26.6 Advices

This tab displays the Advices specific to claim generated at every respective stage of the claim.

8. Click **Advices** tab. The summary of all the Advices being exchanged.  
OR  
Click **Back**.  
The **View Claim** screen appears.

### View Claim - Advice Tab

**View Claim**  
Air Arabia | \*\*\*204

Guarantee Number	Claim Number	Claim Status	Lodgement Date	Claim Expiry Date
032GUR230880118	1	Settled	3/29/23	12/29/23

View Claim Details  
Attached Documents  
Charges & Taxes  
SWIFT Messages  
**Advice**

**Advice**

Sr No.	Message ID	Date	Description	Event Description	Action
1	0562363780686272	3/29/23	Guarantee Claim Advice	Claim Lodgement	Download

[Back](#)

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### Field Description

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

9. 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.
10. Click the **Download** link against the advice to download in selected format like PDF formats, if required.

### 26.6.1 Advice Details

×

**View Advice**

Event Date7/31/23

Event DescriptionClaim Lodgement

DEBIT ADVICE/TAX INVOICE

-----

DATE: 31-JUL-23 PAGE : 1

BRANCH ID:

BRANCH NAME:

BANK TRN: 100282764800003

TRANS TIME:

Air Arabia

Air Arabia


Debit Advice

-----

31-JUL-23

#### Field Description

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

b. Click  to close the window.

11. Click **Back**.  
The View Inward Guarantee screen appears.

## 27. Modify Claims

The user can view and modify the details of the lodge claim for the Outward Guarantee. The user can update the details of the claim lodge by the Beneficiary, for the Outward Guarantee.

### 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/ Stand By LC > Outward Bank Guarantee/ Stand By LC > Modify Guarantee Claim > Modify Claim*

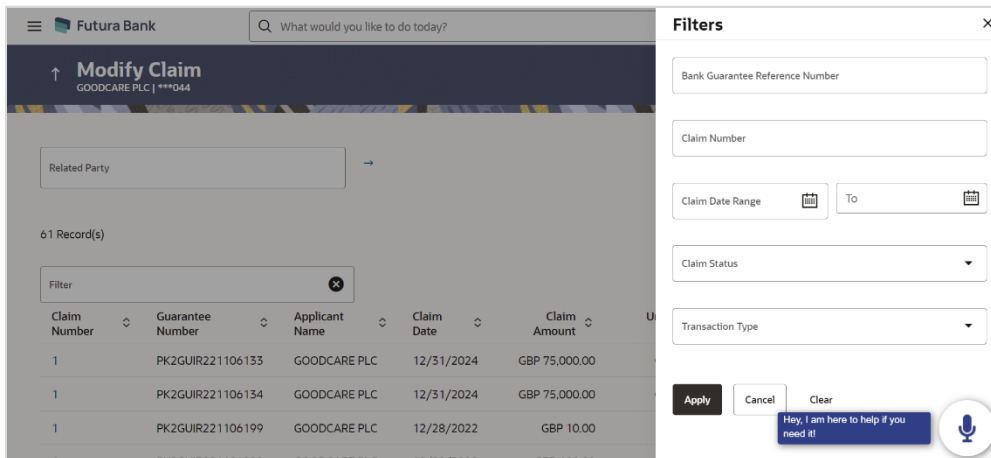
### 27.1 Search Claims

User can search the bank guarantee against which he wants to modify the lodged claim.

#### To search a lodged claim:

- Navigate to **Modify Claims** screen
- Click  to filter based on the filter criteria. The Filter overlay screen appears.

#### Modify Claim - Guarantee Search



Claim Number	Guarantee Number	Applicant Name	Claim Date	Claim Amount
1	PK2GUIR221106133	GOODCARE PLC	12/31/2024	GBP 75,000.00
1	PK2GUIR221106134	GOODCARE PLC	12/31/2024	GBP 75,000.00
1	PK2GUIR221106199	GOODCARE PLC	12/28/2022	GBP 10.00

#### Field Description

Field Name	Description
Bank Guarantee Reference Number	The inward/ outward guarantee reference number against which user has lodged a claim.

Field Name	Description
<b>Claim Number</b>	The claim registered under the guarantee.
<b>Claim Date Range</b>	The claim date range to select the Claims as per the selected period.
<b>Claim Status</b>	<p>The status of the lodged claim.</p> <p>The options are:</p> <ul style="list-style-type: none"> <li>• Lodged</li> <li>• Rejected</li> <li>• Settled</li> <li>• Injunction Received</li> <li>• Query to Extend or Settle</li> <li>• Extended</li> </ul>
<b>Transaction Type</b>	The transaction type of transaction to filter the claims based on Guarantee and Stand By LC.

3. Enter the filter criteria and click **Apply**. The search results matching search criteria appears on the screen.  
OR  
Click **Cancel** to cancel the transaction. The **Dashboard** appears.  
OR  
Click **Clear** to clear the search criteria.

## Modify Claims - Guarantee Search Results

**Modify Claim**  
GOODCARE PLC | \*\*\*D44

52 Record(s)

Filters
 Download
 Manage Columns

Claim Number	Guarantee Number	Applicant Name	Claim Date	Claim Amount	Undertaking Amount	Claim Status	Transaction Type
1	PK2GUIR221106133	GOODCARE PLC	12/31/2024	GBP 75,000.00	GBP 75,000.00	Lodged	Guarantee
1	PK2GUIR221106134	GOODCARE PLC	12/31/2024	GBP 75,000.00	GBP 75,000.00	Lodged	Guarantee
1	PK2GUIR221106208	GOODCARE PLC	12/28/2022	GBP 100.00	GBP 100.00	Settled	Guarantee
1	PK2GUIR221106212	GOODCARE PLC	8/31/2022	GBP 2,000.00	GBP 2,000.00	Lodged	Guarantee
1	PK2GUIR221106215	GOODCARE PLC	8/31/2022	GBP 2,000.00	GBP 2,000.00	Lodged	Guarantee
1	PK2GUIR221106217	GOODCARE PLC	12/28/2022	GBP 10.00	GBP 100.00	Settled	Guarantee
1	PK2GUIR221106219	GOODCARE PLC	12/28/2022	GBP 100.00	GBP 100.00	Settled	Guarantee
1	PK2GUIR221106229	GOODCARE PLC	12/28/2022	GBP 10.00	GBP 100.00	Settled	Guarantee
1	PK2GUIR221106230	GOODCARE PLC	12/28/2022	GBP 100.00	GBP 100.00	Settled	Guarantee
1	PK2GUIR221106231	GOODCARE PLC	4/20/2022	GBP 12.00	GBP 2,000.00	Settled	Guarantee
1	PK2GUIR221106232	GOODCARE PLC	8/31/2022	GBP 2,000.00	GBP 2,000.00	Settled	Guarantee

ⓘ 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.

## Field Description

Field Name	Description
<b>Search Results</b>	This section displays the search results.
<b>Claim Number</b>	The claim number registered under the guarantee.
<b>Guarantee Number</b>	The inward/ outward guarantee number.
<b>Applicant Name</b>	The name of the applicant.
<b>Claim Date</b>	The date on which the claim is lodged.
<b>Claim Amount</b>	The claimed amount.
<b>Undertaking Amount</b>	The undertaking amount along with the currency for which the guarantee is issued.
<b>Claim Status</b>	Search result displays the transactions based on the selected claim status.

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

<b>Transaction Type</b>	The transaction type of transaction.
-------------------------	--------------------------------------

- Click the **Claim Number** link to view the claim details. The **View Claims** details screen appears.
- Click the **Download** to download all or selected columns in the View Claim details list. You can download the list in PDF or CSV formats.
- Click on the **Manage Column** to setup a column preferences by rearranging or removing columns.

### View Claim Details

The user can view the details entered for a claim that is lodged against the issued guarantee.

**To view a claim:**

### View Claim – Details

The screenshot displays the 'View Claim Details' interface. At the top, there's a header with 'Futura Bank' and a search bar. Below this, a dark blue bar contains 'Modify Claim' and 'GOODCARE PLC | \*\*\*044'. The main content area is divided into several sections: a top summary bar with 'Guarantee Reference Number' (PK2GUR221106200), 'Claim Number' (1), 'Undertaking Amount' (GBP 100.00), and 'Claim Amount' (GBP 100.00). Below this, there's a 'Claim Response' section with a dropdown menu set to 'Reject Claim'. To the right, there's an 'Additional Amount Information' section with fields for 'Demand Type' (Settle), 'New Expiry Date', and 'Sender to Receiver Information'. Further down, there are sections for 'Reason for Refusal' (with a text input 'Incomplete information') and 'Disposal Of Documents' (with a text input 'Disposed documents'). Both of these have 'Required' labels. At the bottom, there's an 'Instruction' text input field and two buttons: 'Next' and 'Cancel'. A 'Help' button and a chat icon are also visible in the bottom right corner.

### Field Description

Field Name	Description
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<b>Guarantee Reference Number</b>	The guarantee reference number of the guarantee against which the user has lodged a claim.
-----------------------------------	--



Field Name	Description
<b>Claim Number</b>	The claim number of the lodged claim.
<b>Undertaking Amount</b>	The undertaking amount along with the currency for which the guarantee is issued.
<b>Claim Amount</b>	The claimed amount.
<b>View Claim Details</b>	
<b>Date of Demand</b>	The date on which the demand was raised by the beneficiary.
<b>Claim Amount</b>	The amount to be claimed against the guarantee. The user has to select the claim currency.
<b>Demand Statement</b>	The demand statements.
<b>Additional Amount Information</b>	The details on additional amount.
<b>Demand Type</b>	This field specifies the type of demand. Values are: <ul style="list-style-type: none"> <li>• Pay or Extend</li> <li>• Pay Only</li> </ul>
<b>New Expiry Date</b>	The new expiry date of the Guarantee. This field appears if you select <b>Pay Only</b> option in the <b>Demand Type</b> field.
<b>Sender To Receiver Information</b>	The additional information for the receiver.
<b>Claim Response</b>	The response of the lodged claim. The options are: <ul style="list-style-type: none"> <li>• Extend</li> <li>• Settle Claim</li> <li>• Reject Claim</li> <li>• Legal Injunction</li> </ul>

Below fields appears if Reject Claim option is selected from Claim Response list.

---

Field Name	Description
<b>Reason for Refusal</b>	Specify the reason for refusal of lodged claim.
<b>Disposal Of Documents</b>	Specify the text for disposal of documents.
<b>Instruction</b>	Displays the special instructions details which is fetched from Remarks field of OBTF.

7. Modify the details, if required.
8. From the **Claim Response** list, select the appropriate option.
9. If you select Reject Claim option, specify the **Reason of Refusal** and **Disposal Of Documents**.
10. Click **Next** to save the details entered and proceeds to next level of details.  
OR  
Click **Cancel** to cancel the transaction, The Dashboard appears.

## **27.2 Charges & Taxes**

This tab lists charges and taxes specific to claim generated at every respective stage of the claim.

11. Click **Charges & Taxes** tab to view list of charges, commissions and taxes for the claim.  
The **Charges** detail appears in the **Modify Claim** screen.  
OR  
Click **Back**.  
The **Modify Claim** screen appears.

## Modify Claim – Charges, Commissions & Taxes tabs

**Modify Claim**  
GOODCARE PLC | \*\*\*044

Guarantee Reference Number PK2GUR221106092	Claim Number 2	Undertaking Amount GBP 10,000.00	Claim Amount GBP 200.00
---	-------------------	-------------------------------------	----------------------------

Claim Response  
**Charges, Commissions & Taxes**  
Attachments

**Charges**

Account No	Description of Charges	Amount
xxxxxxxxxxxx0017	SWIFT CHARGES FOR LC ISSUE	GBP 50.00
xxxxxxxxxxxx0017	COURIER CHARGES FOR LC ISSUE	GBP 121.00
xxxxxxxxxxxx0017	LC Charges receivables	GBP 50.00
xxxxxxxxxxxx0017	LC Charges receivables	GBP 50.00
xxxxxxxxxxxx0017	LC Charges receivables	GBP 50.00
xxxxxxxxxxxx0017	LC Charges receivables	GBP 50.00
<b>Total Charges</b>		<b>GBP 371.00</b>

**Commissions**

Account No	Description of Commissions	Amount
No data to display.		

**Taxes**

Account No	Description of Taxes	Amount
No data to display.		

Next Cancel Back

## Field Description

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

### Charges

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

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

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

<b>Total Charges</b>	Displays the total charge amount.
----------------------	-----------------------------------

### Commissions

Field Name	Description
<b>Account No</b>	Debit account number of the applicant.
<b>Description of Commissions</b>	Displays the description of commission applicable.
<b>Amount</b>	Displays the amount of commission.
<b>Total Commission</b>	Displays the total commission amount.
<b>Taxes</b>	
<b>Account No</b>	Debit account number of the applicant.
<b>Description of Taxes</b>	Displays the description of taxes applicable.
<b>Value Date</b>	Displays the value date of the taxes.
<b>Amount</b>	Displays the amount of taxes.
<b>Equivalent Amount</b>	Displays the equivalent amount of taxes.
<b>Total Taxes</b>	Displays the total tax amount.
<b>Note:</b> If there is a Relationship pricing maintained for the customer, the same would be reflected in the charges instead of the standard pricing.	

## 27.3 Attached Documents

You can view the list of all documents specific to claim attached under the Claim at every respective stage of the claim. You can also add multiple documents if required, or delete the existing documents.

12. Click **Attached Documents** tab to view the list of all documents uploaded or to attach document.  
The **Attached Documents** details appears in the **Modify Claim** screen.  
OR  
Click **Back**.  
The **Modify Claim** screen appears.

## Field Description

Field Name	Description
<b>Sr No</b>	The serial number of the attached document records.
<b>Document Id</b>	Displays the unique identification number for the attached document. Displays the link to download the attached document.
<b>Document Category</b>	Displays the category of the document uploaded.
<b>Document Type</b>	Displays the type of the document uploaded.
<b>Remarks</b>	Displays the notes added, if any, for attaching the document.

13. Click **Drag and Drop** to browse and select the required document present on your computer. The **Attach Document** popup window appears.
14. Select the required document present on your computer to upload.
15. Click **Upload** to upload document. The Attach Documents tab appears along with list of attached documents.  
OR  
Click **Delete All** to delete the uploaded documents.
16. Select the **Terms and Conditions** checkbox to accept the Terms and Conditions.

17. Select the **Kindly Go through all the Standard Instructions**, check box.
18. Click **Preview Draft Copy** to have a preview of draft.
19. 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.
20. 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.
21. The success message appears along with the reference number. Click **OK** to complete the transaction.

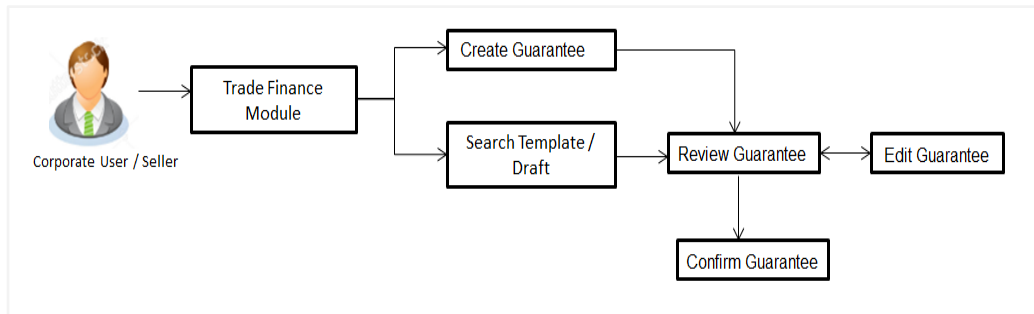
## 28. Initiate Outward Guarantee/Stand By LC

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 /Stand By LC*

*OR*

*Dashboard >> Toggle menu > Trade Finance > Overview > Quick Links > Apply Outward Guarantee > Initiate Outward Guarantee/Stand By LC*

### 28.1 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.

---

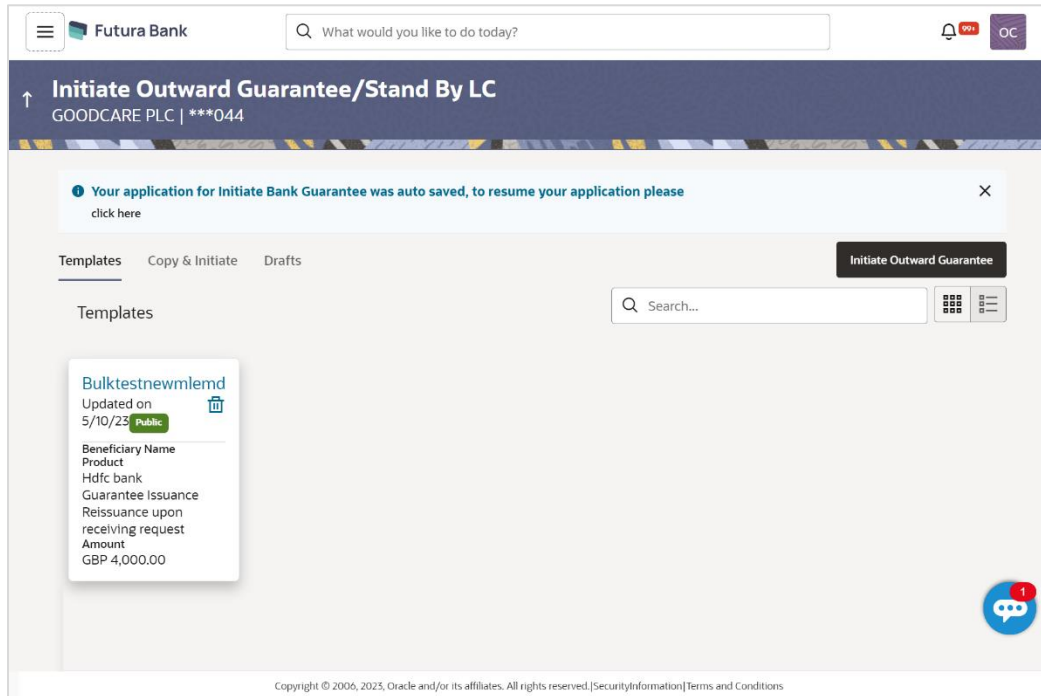
**Note:** Guarantee Application saved as **Template** can be re used any number of times for Guarantee Initiation.

---

**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.



## Initiate Outward Guarantee/Stand By LC - Guarantee Template - Search Result



## Field Description

Field Name	Description
<b>Search Results</b>	This section displays the search results.
<b>Name</b>	The name using which template is stored and can be clicked to initiate a Guarantee application.
<b>Updated On</b>	The latest updated date of the template.
<b>Access Type</b>	The type of access granted to template whether it is public or private.
<b>Beneficiary Name</b>	The name of the beneficiary of the Outward Guarantee.
<b>Product</b>	Product for the given Bank Guarantee.
<b>Amount</b>	The currency and amount of the Outward Guarantee application.




- Click **Initiate Outward Guarantee**. The **Initiate Outward Guarantee/Stand By LC** screen appears.  
OR  
Click **Cancel** to cancel the transaction, The **Dashboard** appears.  
OR  
Click  or  to view the initiate Outward Guarantee template as Summarized or Tabular view.

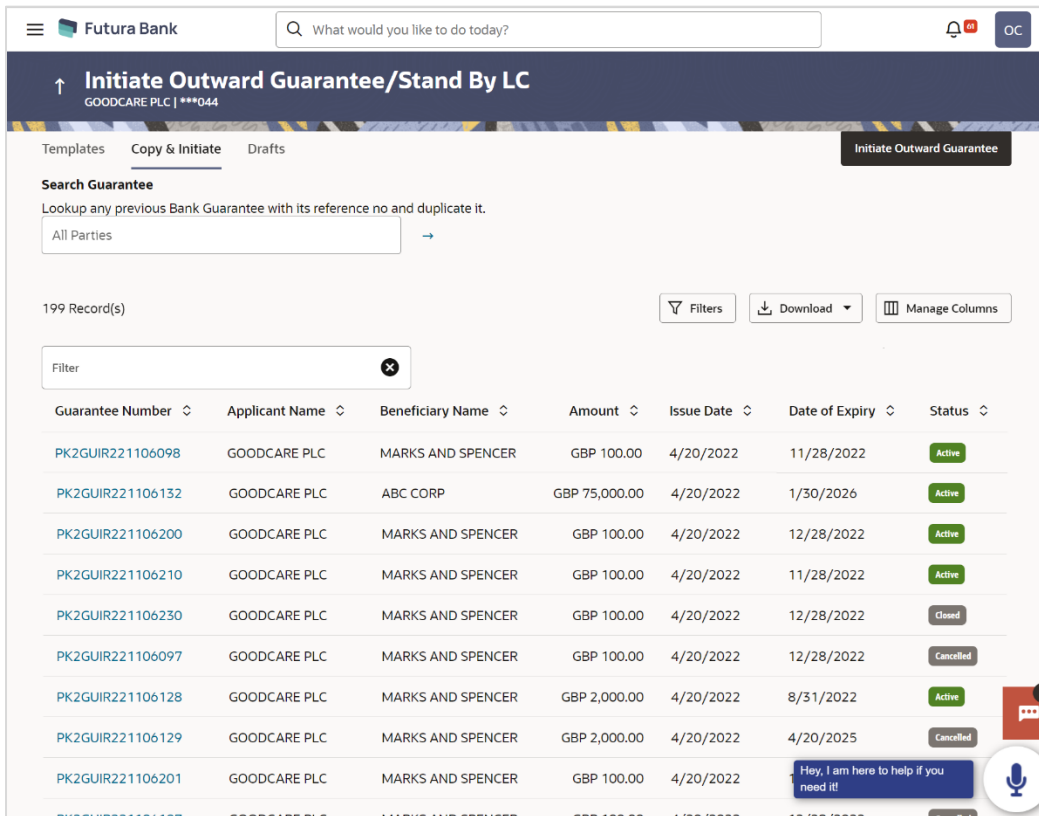
## 28.2 Copy and Initiate Outward Guarantee/ Stand By LC

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 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/Stand By LC - Copy & Initiate - Search Results



The screenshot shows the Futura Bank interface for the 'Initiate Outward Guarantee/Stand By LC' screen. The search results table displays 199 records. The table columns are: Guarantee Number, Applicant Name, Beneficiary Name, Amount, Issue Date, Date of Expiry, and Status. The status column shows 'Active' for most records and 'Closed' or 'Cancelled' for others.

Guarantee Number	Applicant Name	Beneficiary Name	Amount	Issue Date	Date of Expiry	Status
PK2GUIR221106098	GOODCARE PLC	MARKS AND SPENCER	GBP 100.00	4/20/2022	11/28/2022	Active
PK2GUIR221106132	GOODCARE PLC	ABC CORP	GBP 75,000.00	4/20/2022	1/30/2026	Active
PK2GUIR221106200	GOODCARE PLC	MARKS AND SPENCER	GBP 100.00	4/20/2022	12/28/2022	Active
PK2GUIR221106210	GOODCARE PLC	MARKS AND SPENCER	GBP 100.00	4/20/2022	11/28/2022	Active
PK2GUIR221106230	GOODCARE PLC	MARKS AND SPENCER	GBP 100.00	4/20/2022	12/28/2022	Closed
PK2GUIR221106097	GOODCARE PLC	MARKS AND SPENCER	GBP 100.00	4/20/2022	12/28/2022	Cancelled
PK2GUIR221106128	GOODCARE PLC	MARKS AND SPENCER	GBP 2,000.00	4/20/2022	8/31/2022	Active
PK2GUIR221106129	GOODCARE PLC	MARKS AND SPENCER	GBP 2,000.00	4/20/2022	4/20/2025	Cancelled
PK2GUIR221106201	GOODCARE PLC	MARKS AND SPENCER	GBP 100.00	4/20/2022		
PK2GUIR221106187	GOODCARE PLC	MARKS AND SPENCER	GBP 100.00	4/20/2022	12/28/2022	Cancelled

## Field Description

Field Name	Description
<b>Bank Guarantee Number</b>	The existing Outward Guarantee reference number which needs to be copied and similar one initiated.
<b>Applicant Name</b>	The name of the applicant party of the Outward Guarantee.
<b>Beneficiary Name</b>	The name of the beneficiary of the Outward Guarantee.
<b>Issue Date Range (From To)</b>	The start and end date of the issuance of Outward Guarantee.
<b>Undertaking Amount Range (From To)</b>	The currency and the undertaking amount range of the Outward Guarantee application that are to be searched.
<b>Expiry Date Range (From To)</b>	<p>The expiry start and end date of the Outward Guarantee that are to be searched.</p> <p>This field appears, if you click the <a href="#">More Search Options</a> link.</p>
<b>Status</b>	<p>The status of the Outward Guarantee application.</p> <p>This field appears, if you click the <a href="#">More Search Options</a> link.</p>
<b>Search Results</b>	This section displays the search results.
<b>Reference No.</b>	<p>The existing Outward Guarantee reference number to be copy and initiate.</p> <p>Click on the link to view the details of Outward Guarantee initiated.</p>
<b>Applicant Name</b>	The name of the applicant party of the Outward Guarantee.
<b>Beneficiary Name</b>	The name of the beneficiary of the Outward Guarantee.
<b>Amount</b>	The currency and amount of the Outward Guarantee application.
<b>Expiry Date</b>	The expiry date of the Outward Guarantee.
<b>Issue Date</b>	The start and end date of the issuance of Outward Guarantee.
<b>Status</b>	The status of the Outward Guarantee application.

3. Click on the desired Outward Guarantee reference number whose details to be copied. The **Initiate Outward Guarantee** screen appears.
4. Click the **Download** to download in the Initiate Outward Guarantee details list. You can download the list in PDF or CSV formats.
5. Click on the **Manage Column** to setup a column preferences by rearranging or removing columns.


6. Do the desired changes and, click **Initiate Outward Guarantee** to create new Outward Guarantee.

## 28.3 Search Guarantee Drafts

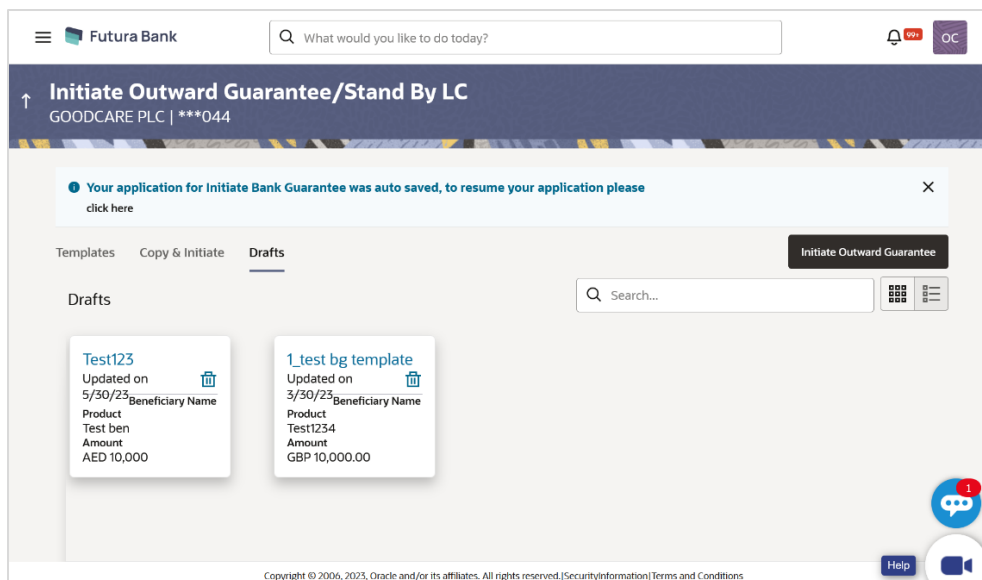
User can save Guarantee application as a Draft so that it can be used if required in future. User can search the saved Collection draft using Draft Name.

**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.

### Initiate Outward Guarantee/Stand By LC - Guarantee Draft



### Field Description



Field Name	Description
Search Results	This section displays the search results.
Draft Name	The name of the Guarantee application saved as draft.
Updated On	The date on which the draft is last updated.
Beneficiary Name	The name of the beneficiary of the Outward Guarantee.
Product	Product for the given Bank Guarantee.

Field Name	Description
<b>Amount</b>	The currency and amount of the Outward Guarantee application.

3. Click **Initiate Outward Guarantee/Stand By LC**. The **Initiate Outward Guarantee** screen appears.

OR

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

4. Click  or  to view the initiate Outward Guarantee template as Summarized or Tabular view.

## **28.4 Initiate an Outward Guarantee/Stand By LC**

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/Stand By LC** screen.

## Initiate Outward Guarantee/Stand By LC - Outward Guarantee Details

Futura Bank

What would you like to do today?

OC

↑ Initiate Outward Guarantee/Stand By LC

GOODCARE PLC | \*\*\*944

Outward Guarantee Details

Commitment Details

Presentation Terms and Conditions

Instructions

Delivery Details

Local Undertaking

Linkages

Charges

Attachments

Outward Guarantee Details

View Limits

50

Applicant Name

GOODCARE PLC

Address

12 King Street

lane no 4

London

Country

GB

Account Name

NATIONAL FREIGHT CORP

Address

PKBANK71XXX

Country

GB

220

Form of Undertaking

Demand Guarantee

Select Product

VASA

Type of Undertaking

Advance Payment Guarantee

39F

Supplementary information About Amount

asdasd

22A

Purpose of Message

Issue of undertaking

40C

Applicable Rules

Uniform Rules For Demand Guarantees

51

Instructing Party Name

asd

Address

asd

Country

Andorra

59A

Beneficiary Details

Existing

New

Beneficiary Name

etrettyul

Address

dfghj

Address Line 2

Country

Andorra

59A

Beneficiary Details

Existing

New

Beneficiary Name

etrettyul

Address

dfghj

Address Line 2

Country

Albania

**23X**  
File Identification  
Email Transfer

Medium  
☒ SWIFT ☐ Mail

**56A**  
Advising Bank  
☒ SWIFT Code ☐ Bank Address

SWIFT Code  
CITIGB2LRRR

Verify

[Lookup SWIFT Code](#)

**57A**  
Advising Through Bank  
☒ SWIFT Code ☐ Bank Address

SWIFT Code

Verify

[Lookup SWIFT Code](#)

Next Save As Draft Cancel Back

Hey, I am here to help if you need it!

## Field Description

Field Name	Description
<b>Party Name</b>	The name of the applicant is displayed.
<b>Party ID</b>	The party Id of the customer which has access to creating guarantee.
<b>Limits</b>	Indicates the available limits for Accountee under the selected Line.
<b>Applicant Details</b>	
<b>Applicant Name</b>	The name of applying party.
<b>Address</b>	The address of applying party.
<b>Country</b>	The country of applying party.
<b>Accountee</b>	The name of the accountee.
<b>Address</b>	The address of accountee.
<b>Country</b>	The country of accountee.
<b>Form of Undertaking</b>	Indicates the form of undertaking. The options are: <ul style="list-style-type: none"> <li>• Demand Guarantee</li> <li>• Standby Letter of Credit</li> </ul>

Field Name	Description
<b>Select Product</b>	<p>The product type as coming from Host.</p> <p>The values in the drop-down is listed according to the value selected in the <b>Form of Undertaking</b> field.</p>
<b>Type of Undertaking</b>	<p>Indicates the various guarantee type.</p> <p>The options are:</p> <ul style="list-style-type: none"> <li>• Advance Payment Guarantee</li> <li>• Bill of Lading Guarantee</li> <li>• Customs Guarantee</li> <li>• Direct Pay Guarantee</li> <li>• Insurance Guarantee</li> <li>• Judicial Guarantee</li> <li>• Lease Guarantee</li> <li>• Other Guarantee</li> <li>• Payment Guarantee</li> <li>• Performance Guarantee</li> <li>• Retention Guarantee</li> <li>• Shipping Guarantee</li> <li>• Tender Guarantee</li> <li>• Warranty/ Maintenance</li> </ul>
<b>Narrative</b>	<p>Specify the narrative.</p> <p>This field appears if <b>Other Guarantee</b> is selected from <b>Type of Undertaking</b> list.</p>
<b>Supplementary Information About Amount</b>	<p>The additional information about amount, if any.</p> <p>The details of the obligator/ Concerning party for the Outward Guarantee, and information for the undertaking such as interests, tolerances.</p> <p>+/- Tolerances to be specified as 2n/2n format.</p>

Field Name	Description
<b>Purpose of Message</b>	<p>Indicates the purpose of message.</p> <p>The options are:</p> <ul style="list-style-type: none"> <li>• <b>Issue of undertaking</b> – when selected, Local Undertaking screen is disabled</li> <li>• <b>Issuance of counter-counter-undertaking</b> – when selected, Local Undertaking screen gets enabled</li> <li>• <b>Issuance of counter-undertaking</b> – when selected, Local Undertaking screen and all its field except "Counter SBLC/Guarantee Issuing Bank" field is enabled.</li> </ul>
<b>Applicable Rules</b>	Indicates the applicable rules for guarantee.
<b>Instructing Party Name</b>	The name of the obligator or instructing party.
<b>Address</b>	The address of the obligator or instructing party.
<b>Country</b>	The country of instructing party.
<b>Beneficiary Details</b>	<p>Indicates beneficiary party type.</p> <p>The options are:</p> <ul style="list-style-type: none"> <li>• Existing</li> <li>• New</li> </ul>
<b>Beneficiary Name</b>	<p>The name of beneficiary party.</p> <p>This field allows you to enter the beneficiary's name, if you select <b>New</b> option from <b>Beneficiary Details</b> field.</p> <p>This field allows you to select the beneficiary's name, if you select <b>Existing</b> option from <b>Beneficiary Details</b> field.</p>
<b>Address</b>	<p>The address of beneficiary party.</p> <p>This field is enabled only if the <b>New</b> option is selected in the <b>Beneficiary Type</b> field.</p>
<b>Country</b>	<p>The country of beneficiary party.</p> <p>This field is enabled only if the <b>New</b> option is selected in the <b>Beneficiary Type</b> field.</p>
<b>File Identification</b>	The file identification of outward guarantee.



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

#### **SWIFT code Look up**

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

<b>Swift Code</b>	The facility to lookup bank details based on SWIFT code.
<b>City</b>	The facility to search for the SWIFT code based on city.
<b>Bank Name</b>	The facility to search for the SWIFT code based on the bank name.
<b>SWIFT Code Lookup Search Results</b>	This section displays the search results.
<b>Bank Name</b>	The names of banks as fetched based on the search criteria specified.
<b>Address</b>	The complete address of each bank as fetched on the basis of the search criteria specified.
<b>SWIFT Code</b>	The list of SWIFT codes as fetched on the basis of the search criteria specified.

Field Name	Description
<b>Bank Name</b>	The name of Bank who acts on behalf of Advising. This field is enabled if the <b>Bank Address</b> option is selected in the <b>Advising Bank</b> field.
<b>Address</b>	The address of Advising Bank. This field is enabled if the <b>Bank Address</b> option is selected in the <b>Advising Bank</b> field.
<b>Country</b>	The name of Advising Bank's country. This field is enabled if the <b>Bank Address</b> option is selected in the <b>Advising Bank</b> field.
<b>Advising Through Bank</b>	The option to select the mode of advising bank. The options are: <ul style="list-style-type: none"> <li>• SWIFT Code</li> <li>• Name and Address</li> </ul>
<b>SWIFT Code</b>	The SWIFT code of Advising Through Bank.
<b>Bank Address</b>	The bank address of the Advising Through Bank.
<b>Lookup SWIFT Code</b>	Search and select the SWIFT code of the advising bank, available in the application. This field is enabled if the <b>SWIFT Code</b> option is selected in the <b>Advising Through Bank</b> field.
<b>Bank Name</b>	The name of Bank who acts on behalf of Advising Through Bank. This field is enabled if the <b>Bank Address</b> option is selected in the <b>Advising Through Bank</b> field.
<b>Address</b>	The address of Advising Bank. This field is enabled if the <b>Bank Address</b> option is selected in the <b>Advising Through Bank</b> field.
<b>Country</b>	The name of Advising Bank's country. This field is enabled if the Bank Address option is selected in the Advising Through Bank field.

2. From the **Applicant Name** list, select the applicant for whom guarantee is to be initiated.
3. From the **Accountee** field, select the accountee.
4. From the **Form of Undertaking** list, select the appropriate option.
5. From the **Select Product** look up, select the appropriate option.

6. From the **Type of Undertaking** list, select the appropriate option.
7. From the **Purpose of Message** list, select the appropriate option.
8. From the **Applicable Rules** list, select the appropriate option.
9. In the **Instructing Party Name** field, enter the name of Obligator / Instructing party.
10. In the **Address** field, enter the address of Obligator / Instructing party.
11. From the **Country** list, select the country of Obligator / Instructing party.
12. 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.
13. 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.
14. In the **Advising Through Bank** field, select the appropriate option.
15. 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.
16. 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.

## 28.4.1 Commitment Details tab

This tab includes the commitment details of the Outward Guarantee application.

### Initiate Outward Guarantee/Stand By LC - Commitment Details tab

The screenshot shows the 'Initiate Outward Guarantee/Stand By LC' form in the Futura Bank system. The 'Commitment Details' tab is selected in the left-hand menu. The form contains the following fields and sections:

- Contract Reference Number:** asdasd
- 32B:** Currency (GBP), Undertaking Amount (GBP 1,000.00)
- Local Currency Equivalent:** 0
- 30:** Effective Date (4/20/2022)
- 48D:** Transfer Indicator (Yes, No) - No is selected.
- 45L:** Underlying Transaction Details (asdasd)
- 71D:** Charges (asd)
- 44J:** Governing Law and/or Place of Jurisdiction (IN MUM)
- 48B:** Demand Indicator (Multiple demands not permitted)

At the bottom of the form are buttons for 'Next', 'Save As Draft', 'Cancel', and 'Back'.

### Field Description

Field Name	Description
<b>Contract Reference Number</b>	The beneficiary's reference number for the Outward Guarantee contract.
<b>Undertaking Amount</b>	The amount for which the Outward Guarantee was created along with the currency.
<b>Local Currency Equivalent</b>	Displays the local currency equivalent value for the undertaking amount from back office (with decimal places).

Field Name	Description
<b>Effective Date</b>	The effective date of the Outward Guarantee.
<b>Transfer Indicator</b>	<p>The option to define whether transfer of the instrument is permissible for the Outward Guarantee.</p> <p>The options are:</p> <ul style="list-style-type: none"> <li>• Yes</li> <li>• No</li> </ul>
<b>Transfer Conditions</b>	<p>The details of the transfer values under the Outward Guarantee.</p> <p>This field is enabled only if the <b>Transfer Indicator</b> is <b>Yes</b>.</p>
<b>Underlying Transaction Details</b>	The details of the underlying business transactions for which undertaking is issued.
<b>Charges</b>	The details of the charges, and who will bear it for the Outward Guarantee.
<b>Governing Law and/or Place of Jurisdiction</b>	The details of the Governing Law and/or Place of Jurisdiction applicable to the undertaking.
<b>Demand Indicator</b>	<p>The details of whether the multiple or partial demands are permissible while initiating Outward Guarantee or not.</p> <p>The options available for selection are:</p> <ul style="list-style-type: none"> <li>• Multiple demands not permitted</li> <li>• Multiple and partial demands not permitted</li> <li>• Partial demands not permitted</li> </ul>

17. In the **Contract Reference No.** field, enter the beneficiary's reference number for the Outward Guarantee contract.
18. In the **Undertaking Amount** field, enter the amount for the Outward Guarantee application.
19. In the **Effective Date** field, select the effective date of the Outward Guarantee.
20. In the **Transfer Indicator** field, select the option to decide whether the undertaking is transferrable or not.
21. If Transfer Indicator is "Yes";
22. In the **Transfer Condition** field, enter the details of the transfer values under the Outward Guarantee.
23. In the **Underlying Transaction Details** field, enter the details of the underlying business transactions for which undertaking is issued.
24. In the **Charges** field, enter the details of the charges, and who will bear it for the Outward Guarantee.

25. 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.
26. From the **Demand Indicator** list, select the permissible demands for initiating Outward Guarantee.
27. Click **Next** 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/Stand By LC – 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 section.)  
OR  
Click **Back** to go back to previous screen.  
OR  
Click **Cancel** to cancel the transaction.

#### **28.4.2 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/Stand By LC - Presentation Documents and Undertaking Terms and Conditions** tab

Error
Timed out exception.
02:56 PM

↑

## Initiate Outward Guarantee/Stand By LC

GOODCARE PLC | \*\*\*044

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

### Presentation Documents and Undertaking Terms and Conditions

**77U**  
Undertaking Terms and Conditions

☒ Standard
☐ Non standard

WE FUTURA BANK LONDON ON BEHALF OF OUR CLIENT SUPREME CORP HEREBY PRESENT OUR CONFIRMATION OF THE FUNDS WHICH IS THE ABOVE MENTIONED AMOUNT IN AN ACCOUNT NUMBER WITH US AS OF THE DATE OF THIS TRANSMISSION. BY VIRTUE OF THIS INSTRUMENT WE FUTURA BANK

**45C**

Document and Presentation Instructions  
new cond for docs

Next
Save As Draft
Cancel
Back

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## Field Description

Field Name	Description
<b>Undertaking Terms and Condition</b>	<p>The applicable terms and condition of the undertaking.</p> <p>The options are:</p> <ul style="list-style-type: none"> <li>Standard</li> <li>Non Standard</li> </ul>
<b>Terms and Condition</b>	<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 <b>Standard</b> option in the <b>Undertaking Terms and Condition</b> field.</p> <p>This field allows you to enter the terms and condition of the undertaking, if you select <b>Non Standard</b> option in the <b>Undertaking Terms and Condition</b> field.</p>

Field Name	Description
<b>Document and Presentation Instruction</b>	<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>

28. 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

29. In the **Document and Presentation Instruction** field, enter details of the document and presentation instructions present in the Outward Guarantee.

30. Click **Next** or click the **Expiry and Extension Instructions** tab.

The **Expiry and Extension Instruction** tab appears in the **Initiate Outward Guarantee/Stand By LC** screen.

OR

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

OR

Click **Cancel** to cancel the transaction.

### 28.4.3 Instructions tab

This tab includes the expiry condition and extension applicable for the Outward Guarantee application.



## Initiate Outward Guarantee/Stand By LC – Instructions tab

↑
**Initiate Outward Guarantee/Stand By LC**  
GOODCARE PLC | \*\*\*044

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

**41A**  
Available With  
HSBCGB25XXX  
HSBCGB25XXX  
HSBCGB25XXX

**49**  
Confirmation Instructions

☒ Confirm  
☐ May Add  
☐ Without

**58A**  
Requested Confirmation Party

**23B**

Auto Renewal  
☐ Yes ☒ No

Liability Schedule Required  
☒ Yes ☐ No

Liability Change Basis  
☐ Event Base ☒ Time Base

Unit

Frequency

Amount  
☐ In Percentage ☒ In Value

Liability Type  
☒ Increase ☐ Decrease  
☐ Both

Serial	Schedule Date		Amount	Percentage	Liability Type
1	5/20/2022		GBP 1,000.00	0	Increase
2	6/20/2022		GBP 1,000.00	0	Increase

**722**  
Sender to Receiver Information

Special Instruction

Standard Instructions  
☒ Kindly go through all the Standard Instructions

Hey, I am here to help if you need it!

## Field Description

Field Name	Description
<b>Available With</b>	<p>Indicates the details of Bank where credit would become available.</p> <p>The option to select the mode issuing of counter guarantee.</p> <p>The options are:</p> <ul style="list-style-type: none"> <li>• SWIFT Code</li> <li>• Bank Address</li> </ul> <p>This field is enabled only if <b>Standby Letter of Credit</b> option selected in the <b>Form of Undertaking</b> list.</p>
<b>SWIFT Code</b>	<p>The SWIFT code of counter guarantee issuing bank.</p> <p>This field is enabled if the <b>SWIFT Code</b> option is selected in the <b>Counter Guarantee Issuing Bank</b> field.</p>
<b>Lookup SWIFT Code</b>	<p>Search and select the SWIFT code of the counter guarantee Issuing bank, available in the application.</p>
<b>Bank Details</b>	<p>The name and address details of the bank which issued the counter undertaking.</p> <p>This field is enabled if the <b>Bank Address</b> option selected in the <b>Counter Guarantee Issuing Bank</b> field.</p>
<b>Confirmation Instructions</b>	<p>The confirmation instructions for the requested confirmation party.</p> <p>The options can be:</p> <ul style="list-style-type: none"> <li>• Confirm - The requested confirmation party is requested to confirm the credit</li> <li>• May Add - The requested confirmation party may add its confirmation to the credit</li> <li>• Without - No confirmation is requested</li> </ul>
<b>Requested Confirmation Party</b>	<p>Bank which is requested to add its confirmation or may add its confirmation.</p> <p>This field is enabled only if <b>Confirm</b> or <b>May Add</b> option is selected in the <b>Confirmation Instructions</b> field.</p>
<p>Below SWIFT Code related fields appear if <b>Others</b> option selected in <b>Requested Confirmation Party</b> field.</p>	
<b>SWIFT Code</b>	<p>The SWIFT code of counter guarantee issuing bank.</p> <p>This field is enabled if the <b>SWIFT Code</b> option is selected in the <b>Counter Guarantee Issuing Bank</b> field.</p>

Field Name	Description
<b>Lookup SWIFT Code</b>	Search and select the SWIFT code of the counter guarantee Issuing bank, available in the application.
<b>Bank Details</b>	<p>The name and address details of the bank which issued the counter undertaking.</p> <p>This field is enabled if the <b>Bank Address</b> option selected in the <b>Counter Guarantee Issuing Bank</b> field.</p>
<b>Expiry Type</b>	<p>The type of validity applicable to the Outward Guarantee.</p> <p>The options are:</p> <ul style="list-style-type: none"> <li>• Fixed</li> <li>• Conditional</li> <li>• Open</li> </ul>
<b>Expiry Condition</b>	<p>The expiry condition for the Outward Guarantee.</p> <p>This field is enabled if <b>Conditional</b> option selected in the <b>Expiry Type</b> list.</p>
<b>Auto Renewal</b>	<p>Indicates whether auto renewal of guarantee is required or not.</p> <p>This field is enabled if <b>Open</b> option selected in the <b>Expiry Type</b> list.</p>
<b>Guarantee Expiry Date</b>	<p>The date after which Outward Guarantee will expire.</p> <p>This field does not appear for 'Open' <b>Expiry Type</b>.</p>
<b>Automatic Extension Required</b>	<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"> <li>• Yes</li> <li>• No</li> </ul> <p>This field does not appear for 'Open' <b>Expiry Type</b>.</p>
<b>Automatic Extension Period</b>	<p>The period after which automatic extension is given to the Outward Guarantee.</p> <p>The options are:</p> <ul style="list-style-type: none"> <li>• Days</li> <li>• One Year</li> <li>• Other</li> </ul>

Field Name	Description
Below Automatic Extension related fields appear, if <b>Yes</b> option is selected in the <b>Automatic Extension Required</b> field.	
<b>Automatic Extension Details</b>	<p>The details of the automatic extension of the Outward Guarantee.</p> <p>This field is enabled to fill details only if the <b>Other</b> option is selected in the <b>Automatic Extension Period</b> list.</p> <p>And if <b>Days</b> option is selected the number of days can be entered.</p>
<b>Automatic Extension Non-Extension Notification</b>	The notification given for non-extension of automatic extension while creating Outward Guarantee.
<b>Automatic Extension Notification Period</b>	The period after which notification given for non-extension of automatic extension while creating Outward Guarantee.
<b>Automatic Extension Final Expiry Date</b>	The date after which validity of automatic extension to the Outward Guarantee expires.
<b>Liability Schedule Required</b>	<p>The option for the user to select, whether liability schedule is required to the Outward Guarantee or not.</p> <p>The options are:</p> <ul style="list-style-type: none"> <li>• Yes</li> <li>• No</li> </ul>
Below Liability Schedule related fields appear, if <b>Yes</b> option is selected in the <b>Liability Schedule Required</b> field.	
<b>Liability Change Basis</b>	<p>The option for the user to select the liability change basis i.e. whether it would be triggered on an event or in a time bound manner.</p> <p>The options are:</p> <ul style="list-style-type: none"> <li>• Event Based</li> <li>• Time Bound</li> </ul>
<b>Additional Details</b>	This field allows the user to enter the additional details.
<b>Unit</b>	<p>The units, based on which the schedule, retention dates should be calculated.</p> <p>The options are:</p> <ul style="list-style-type: none"> <li>• Yearly</li> <li>• Half Yearly</li> <li>• Quarterly</li> <li>• Monthly</li> </ul>

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

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

31. In the Available With field, select the appropriate option:
  32. 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, specify the ban details.
33. In the **Confirmation Instructions** field, select the appropriate option.
34. If you have selected **Confirm** or **May Add** option; select the option from **Requested Confirmation Party** list.
35. Specify the SWIFT details, if Others is selected from **Requested Confirmation Party** list.
36. 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.
    - ii. In the **Auto Renewal** field, select the appropriate option.
37. From the **Guarantee Expiry Date** list, select the expiry date for the Outward Guarantee.
38. 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.
  - b. 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.
- 39. 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.
- 40. 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.
- 41. From the **Automatic Extension Final Expiry Date** list, select the date after which automatic extension validity expires of the Outward Guarantee.
- 42. 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.
- 43. In the **Sender to Receiver Information** field, enter the additional information.
- 44. In the **Special Instructions** field, enter additional instructions that you want to give to the Bank.
- 45. Select the **Kindly Go through all the Standard Instructions**, check box.
- 46. Click the **Standard Instructions** link to view the customer instructions maintained by bank from back office.
- 47. Click **Next** or click the **Delivery Details** tab.  
The **Delivery Details** tab appears in the **Initiate Outward Guarantee/Stand By LC** screen.  
OR  
Click **Back** to go back to previous screen.  
OR  
Click **Cancel** to cancel the transaction.

#### 28.4.4 **Delivery Details tab**

This tab includes the details of the delivery of the Outward Guarantee will be done.

## Initiate Outward Guarantee/Stand By LC – Delivery Details tab

The screenshot shows the 'Initiate Outward Guarantee/Stand By LC' form in the Futura Bank system. The form is titled 'GOODCARE PLC | \*\*\*044'. The 'Delivery Details' tab is selected, showing a dropdown menu for '24E' with the option 'Delivery of Amendment to the undertaking By Collection'. Below this, the '24G' section is visible, with a radio button selected for 'Beneficiary' under 'Delivery To/Collection by'. The 'Name & Address' field is populated with 'HDFC BANK', 'HDBANK65XXX', 'new address', and 'London'. At the bottom, there are buttons for 'Next', 'Save As Draft', 'Cancel', and 'Back'.

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## Field Description

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



48. In the **Delivery Of Original Undertaking** field, enter the details of delivery of the original undertaking will be done.
49. 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.
50. Click **Next** or click the **Linkages** tab.  
The **Linkages** tab appears in the **Initiate Outward Guarantee/Stand By LC** screen.  
OR  
Click **Back** to go back to previous screen.  
OR  
Click **Cancel** to cancel the transaction.

#### **28.4.5 Local Undertaking tab**

This tab is used to capture the details of the Local Guarantee. This screen is enabled when the "Issuance of counter-counter-undertaking" and "Issuance of counter-undertaking" options are selected in the "Purpose of Message" field.

## Initiate Outward Guarantee/Stand By LC – Local Undertaking tab

### Initiate Outward Guarantee/Stand By LC

GOODCARE PLC | \*\*\*\*044

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

#### Local Undertaking

Local Guarantee Issuing Bank  
CITIU533  
CITIBANK NY  
CITIU533

Reset

Applicable Rules  
Uniform Rules For Demand Guarantees

**31C**  
Requested Issue Date  
8/30/23

**23B**  
Expiry Type  
Open

**22Y**  
Standard Wording Required  
☐ Yes ☒ No

**44H**  
Governing Law  
STADARD LAW

**48D**  
Transfer Indicator  
☐ Yes ☒ No

**48B**  
Demand Indicator  
Multiple demands not permitted

**45L**  
Underlying Transaction Details  
fff

**24E**  
Delivery of Local Undertaking  
By Registered Mail or Airmail

**24G**  
Delivery to/Collection by  
☒ Beneficiary ☐ Specified Address

Name & Address  
Test1234  
555

**77L**  
Undertaking Terms and Conditions  
☒ Standard ☐ Non Standard

Undertaking Terms and Conditions  
WE, FUTURA BANK, LONDON ON BEHALF OF OUR CLIENT SUPREME CORP. HEREBY PRESENT OUR CONFIRMATION OF THE FUNDS WHICH IS THE ABOVE MENTIONED AMOUNT IN AN ACCOUNT NUMBER WITH US, AS OF THE DATE OF THIS TRANSMISSION, BY  
/MORTUIC OF THE FUTURE MORTUIC MORTUIC BANK

**45C**  
Document and Presentation Instructions

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## Field Description

Field Name	Description
<b>Local Guarantee Issuing Bank</b>	Indicates the party that issues the local undertaking. The options are: <ul style="list-style-type: none"><li>• SWIFT Code</li><li>• Bank Address</li></ul>
<b>SWIFT Code</b>	The SWIFT code of local guarantee issuing bank. This field is enabled if the <b>SWIFT Code</b> option is selected in the <b>Local Guarantee Issuing Bank</b> field.
<b>Lookup SWIFT Code</b>	Search and select the SWIFT code of the local guarantee Issuing bank, available in the application.
<b>Name</b>	The name of the bank which issued the local undertaking. This field is enabled if the <b>Bank Address</b> option selected in the <b>Local Guarantee Issuing Bank</b> field.
<b>Address</b>	The address details of the bank which issued the local undertaking. This field is enabled if the <b>Bank Address</b> option selected in the <b>Local Guarantee Issuing Bank</b> field.
<b>Country</b>	The country of the local undertaking bank.
<b>Counter SBLC/ Guarantee Issuing Bank</b>	Indicates the party that issues the counter guarantee. The options are: <ul style="list-style-type: none"><li>• SWIFT Code</li><li>• Bank Address</li></ul>
<b>SWIFT Code</b>	The SWIFT code of counter guarantee issuing bank. This field is enabled if the <b>SWIFT Code</b> option is selected in the <b>Counter Guarantee Issuing Bank</b> field.
<b>Lookup SWIFT Code</b>	Search and select the SWIFT code of the counter guarantee Issuing bank, available in the application.
<b>Name &amp; Address</b>	The name and address details of the bank which issued the counter undertaking. This field is enabled if the <b>Bank Address</b> option selected in the <b>Counter Guarantee Issuing Bank</b> field.
<b>Country</b>	The country of the counter undertaking bank.

Field Name	Description
<b>Applicable Rules</b>	<p>Indicates the applicable rules for guarantee.</p> <p>The options are:</p> <ul style="list-style-type: none"> <li>• Uniform Rules For Demand Guarantee</li> <li>• Uniform Customs and Practice</li> <li>• International Standby Practices</li> <li>• Not subject to any rules</li> <li>• Other</li> </ul>
<b>Applicable Other Details</b>	<p>Indicates the applicable other details for guarantee.</p> <p>This field is enabled if the <b>Other</b> option selected in the <b>Applicable Rules</b> field.</p>
<b>Requested Issue Date</b>	<p>The requested issue date of guarantee.</p> <p>Requested Issue Date cannot be less than the branch date.</p>
<b>Expiry Type</b>	<p>Displays the type of validity applicable to the Outward Guarantee. The options are:</p> <ul style="list-style-type: none"> <li>• Fixed - Specified date of expiry (either with or without automatic extension)</li> <li>• Conditional - Expiry condition (including option for specified date of expiry)</li> <li>• Open - No specified date of expiry</li> </ul>
<b>Expiry Condition/Event</b>	<p>The expiry condition for the Outward Guarantee.</p> <p>This field is enabled only if <b>Conditional</b> option selected in the <b>Expiry Type</b> list.</p>
<b>Expiry Date</b>	<p>The date after which Outward Guarantee will expire.</p>
<b>Automatic Extension Required</b>	<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"> <li>• Yes</li> <li>• No</li> </ul>
<p>Below Automatic Extension related fields appear, if <b>Yes</b> option is selected in the <b>Automatic Extension Required</b> field.</p>	

Field Name	Description
<b>Automatic Extension Period</b>	<p>The period after which automatic extension is given to the Outward Guarantee.</p> <p>The options are:</p> <ul style="list-style-type: none"> <li>• Days</li> <li>• One Year</li> <li>• Other</li> </ul> <p>This field is enabled if the <b>Yes</b> option is selected in the <b>Automatic Extension Required</b> list.</p>
<b>Automatic Extension Details</b>	<p>The details of the automatic extension of the Outward Guarantee.</p> <p>This field is enabled to fill details only if the <b>Other</b> and <b>Days</b> option is selected in the <b>Automatic Extension Period</b> list.</p> <p>And if <b>Days</b> option is selected the number of days can be entered.</p>
<b>Non Extension Details</b>	The details of non extension.
<b>Non Extension Notice Period</b>	The period after which notification given for non-extension of automatic extension while creating Outward Guarantee.
<b>Automatic Extension Final Expiry Date</b>	The date after which validity of automatic extension to the Outward Guarantee expires.
<b>Standard Wording Required</b>	<p>The option for the user to select, whether standard wording is required to the Outward Guarantee or not.</p> <p>The options are:</p> <ul style="list-style-type: none"> <li>• Yes</li> <li>• No</li> </ul>
<b>Guarantee Language</b>	<p>The option to select the guarantee language of the Outward Guarantee.</p> <p>This field appears if <b>Yes</b> option is <b>Yes</b> selected in <b>Standard Wording Required</b> field.</p>
<b>Governing Law</b>	The details of the Governing Law and/or Place of Jurisdiction applicable to the undertaking.

Field Name	Description
<b>Transfer Indicator</b>	<p>The option to define whether transfer of the instrument is permissible for the Outward Guarantee.</p> <p>The options are:</p> <ul style="list-style-type: none"> <li>• Yes</li> <li>• No</li> </ul>
<b>Transfer Conditions</b>	<p>The details of the transfer values under the Outward Guarantee.</p> <p>This field is enabled only if the <b>Transfer Indicator</b> is <b>Yes</b>.</p>
<b>Demand Indicator</b>	<p>The details of whether the multiple or partial demands are permissible while initiating Outward Guarantee or not.</p> <p>The options available for selection are:</p> <ul style="list-style-type: none"> <li>• Multiple demands not permitted</li> <li>• Multiple and partial demands not permitted</li> <li>• Partial demands not permitted</li> </ul>
<b>Underlying Transaction Details</b>	<p>The details of the underlying business transactions for which undertaking is issued.</p>
<b>Delivery of Local Undertaking</b>	<p>The details of delivery of the local undertaking.</p> <p>The options are:</p> <ul style="list-style-type: none"> <li>• By Collection</li> <li>• By Courier</li> <li>• By Mail</li> <li>• By Messenger - Hand-deliver</li> <li>• By Registered Mail or Airmail</li> <li>• Other method</li> </ul>
<b>Narrative</b>	<p>The additional details of delivery of the local undertaking, if <b>By Courier</b> or <b>Other method</b> option is selected in <b>Delivery of Local Undertaking</b> field.</p>
<b>Delivery To/ Collection by</b>	<p>The details to whom the delivery of undertaking will be done.</p> <p>The options are:</p> <ul style="list-style-type: none"> <li>• Beneficiary</li> <li>• Specified Address</li> </ul>

Field Name	Description
<b>Name &amp; Address</b>	<p>Displays the name and address details of the beneficiary to whom delivery of undertaking will be given.</p> <p>This field is auto populated only if the <b>Beneficiary</b> option is selected in the <b>Delivery To/ Collection By</b> field.</p>
<b>Narrative</b>	<p>The name and address details of the person to whom delivery of undertaking will be given.</p> <p>This field is enabled only if the <b>Specified Address</b> option selected in the <b>Delivery To/ Collection By</b> field.</p>
<b>Undertaking Terms and Conditions</b>	<p>The applicable terms and condition of the undertaking.</p> <p>The options are:</p> <ul style="list-style-type: none"> <li>• Standard</li> <li>• Non Standard</li> </ul>
<b>Undertaking Terms and Conditions</b>	<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 <b>Standard</b> option in the <b>Undertaking Terms and Condition</b> field.</p> <p>This field allows you to enter the terms and condition of the undertaking, if you select <b>Non Standard</b> option in the <b>Undertaking Terms and Condition</b> field.</p>
<b>Document and Presentation Instruction</b>	<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>

51. In the **Local Guarantee Issuing Bank** field, select the party that issues the local undertaking.
52. In the **Counter SBLC/ Guarantee Issuing Bank** field, select the party that issues the counter SBLC/ guarantee.
53. From the **Applicable Rule** list, select the appropriate option.
54. From the **Requested Issue Date** list, select the requested date of issue of guarantee.
55. 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/Event** field, enter the expiry conditions for the Outward Guarantee.
    - ii. From the **Expiry Date** list, select the date of expiry for the Outward Guarantee.
  - b. If **Expiry Type** is **Fixed**;
    - i. From the **Expiry Date** list, select the date of expiry for the Outward Guarantee.

56. In the **Automatics Extension Required** field, select the appropriate option.
57. If **Yes** option is selected in **Automatics Extension Required** field:
- a. From the **Automatics Extension Period** list, select the period after which automatic extension is given to the Outward Guarantee, 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.
  - b. 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.
  - c. In the **Non-Extension Details** field, enter the details about the non-extension to the automatic expiry date extension, such as notification method, and notification recipient details.
  - d. In the **Non- Extension Notification Period** field, enter the period after which notification would be given for non-extension of automatic extension while creating Outward Guarantee.
  - e. From the **Automatic Extension Final Expiry Date** list, select the date after which automatic extension validity expires of the Outward Guarantee.
58. In the **Standard Wording Required** field, select the appropriate option.
59. Select the **Guarantee Language**, if standard wording is required.
60. In the **Governing Law** field, specify the details of the Governing Law and/or Place of Jurisdiction applicable to the undertaking.
61. In the **Transfer Indicator** field, select the option to decide whether the undertaking is transferrable or not.
- a. If **Transfer Indicator** is **Yes**; enter the details of the transfer values under the Outward Guarantee in the **Transfer Condition** field.
62. From the **Demand Indicator** list, select the permissible demands for initiating Outward Guarantee.
63. In the **Underlying Transaction Details** field, enter the details of the underlying business transactions for which undertaking is issued.
64. In the **Delivery of Local Undertaking** field, enter the details of delivery of the local undertaking will be done.
- a. In the **Narrative** field, enter the additional details, if **Courrier** or **Other method** option is selected in **Delivery of Local Undertaking** field.
65. 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 **Specified Address**;
    - i. In the **Narrative** field, enter the details of person whom undertaking delivery is to be given.
66. In the **Undertaking Terms and Condition** field, select the appropriate option.
- b. If you select **Non Standard** option, enter details of the applicable terms and condition of the undertaking
67. In the **Document and Presentation Instruction** field, enter details of the document and presentation instructions present in the Outward Guarantee.



68. Click **Next** or click the **Linkages** tab.

The **Linkages** tab appears in the **Initiate Outward Guarantee** screen.

OR

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.

#### **28.4.6 Linkages tab**

This tab allows the user to view the default percentage of collateral and the corresponding amount of cash collateral as maintained at back office and can edit the same.

The user has options to attach multiple accounts and indicate the contribution amount or percentage of the total collateral amount. This will be based on the mapped settlement accounts for user. User can add the cash collaterals in transaction currencies only, however customer account can be in any currency. He will get to see the exchange rate in cases where transaction currency and settlement account currency is different.

User will be shown the sum of all linkages for easy reference.

## Linkages tab

**Initiate Outward Guarantee/Stand By LC**  
 GOODCARE PLC | \*\*\*044

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

### Linkages

Cash Collateral Linkages

Currency	Description
Currency	Cash Collateral Amount
Pound sterling	
Percent	Collateral Amount
20	GBP 800.00

Account Number	Contribution Amount for Collateral	Contribution Percentage	Exchange Rate	Contri in Acco
xxxxxxxxxxxx0017	GBP 50.00	6.25	1	GBP 50.00

[+ Add Account](#)

Total Collateral Amount GBP 50.00

Select Deposits

Sr. No.	Account Number	Amount	Amount in Transactional Currency	Maturity Date
1	xxxxxxxxxxxx0001	GBP 60.00	60.00	4/20/22

[+ Add Account](#)

Total

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

Next
Save As Draft
Cancel
Back

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## Field Description

Field Name	Description
<b>Cash Collateral Linkages</b>	
<b>Currency</b>	The contract currency of cash collateral as maintained at back office.  The user can change the currency.
<b>Description</b>	The description of collateral linkage.
<b>Percent</b>	Percentage of LC to be used as collateral – as maintained at OBTF.

Field Name	Description
<b>Collateral Amount</b>	Amount to be used as Collateral for LC.
<b>Sr. No.</b>	The serial number of the schedule record.
<b>Account Number</b>	The accounts that are mapped to the user.
<b>Contribution Amount for Collateral</b>	The amount to be used from the selected account towards the collateral.
<b>Contribution Percentage</b>	Percentage of the total collateral to be taken from the selected account.
<b>Exchange Rate</b>	If the selected account is in another currency from that of contract's currency the exchange rate between them is to be displayed.
<b>Contribution amount in Account currency</b>	The amount to be contributed from selected account in the account's currency.
<b>Total</b>	The total collateral amount.
<b>Select Deposits</b>	
<b>Account Number</b>	The deposit account that has to be mapped to the transaction.
<b>Amount</b>	The amount that is to be linked for the transaction, and partial linkages to be supported.
<b>Amount in Transactional Currency</b>	The tentative equivalent amount in transactional currency.
<b>Maturity Date</b>	The maturity date of the deposit.
<b>Total</b>	The total deposit amount.

69. From the **Currency** list, select the contract currency, if you want to change the default currency.
70. Click the search icon, to select the **Account Number** from lookup, select the appropriate deposit account that is to be mapped to the transaction.
71. In the **Contribution Amount for Collateral** field, enter the contribution collateral amount.
72. Click the **Add Account** link to add multiple cash collateral linkage.  
OR  
Click **Delete** to delete the cash collateral linkage.
73. In the **Select Deposits** section, select the appropriate deposit account from the **Account Number** list that is to be mapped to the transaction.
74. In the **Amount** field, enter the amount that is to be linked for the transaction.

75. Click **Next** or click the **Charges** tab.  
The **charges** tab appears in the **Initiate Outward Guarantee/Stand By LC** 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

## 28.4.7 Charges Tab

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

The user can view the Split Charges & Commissions in screen to see how much will be borne by him and how much by the other parties.

### Charges

**Initiate Outward Guarantee/Stand By LC**  
Air Arabia | \*\*\*204

**Charges**

Account No	Description of Charges	Amount
xxxxxxxxxxxx0017	BC COURIER CHARGES	GBP 100.00
Balance		GBP 999999999991255.300.00
xxxxxxxxxxxx0019	BC SWIFT CHARGES	GBP 150.00
Balance		GBP 1000.000.000.000.000.000.00
xxxxxxxxxxxx0017	BC SWIFT CHARGES	GBP 150.00
Balance		GBP 999999999991255.300.00
<b>Total Charges</b>		<b>GBP 400.00</b>

**Taxes**

Account No	Description of Taxes	Amount
xxxxxxxxxxxx0019	BCTAX1	GBP 1.49
xxxxxxxxxxxx0019	BCTAX2	GBP 1.49
<b>Total Taxes</b>		<b>GBP 2.98</b>

**Next** **Save As Draft** **Cancel** **Back**

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### Field Description

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

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

Field Name	Description
<b>Account No</b>	The applicant account.
<b>Balance</b>	Balance in debit account of the applicant.
<b>Description of Charges</b>	The description of the charges.
<b>Amount</b>	The amount that is maintained under the charge.
<b>Total Charges</b>	The total amount that is maintained under the charge.
<b>Taxes</b>	
<b>Account No</b>	The applicant account.
<b>Balance</b>	Balance in debit account of the applicant.
<b>Description of Taxes</b>	Displays the description of taxes applicable.
<b>Amount</b>	Displays the amount of taxes.
<b>Total Taxes</b>	The total amount of taxes.
<b>Commissions</b>	
<b>Account No</b>	The commission account number.
<b>Balance</b>	Balance in debit account of the applicant.
<b>Description of Commission</b>	Displays the description of commission applicable.
<b>Tax Amount</b>	The commission amount.
<b>Total Commissions</b>	The total commission amount.

76. Click **Split Charges** link on the top right corner of the screen, if you want to split the charges. The **Initiate Outward Guarantee/Stand By LC – Charges** screen appears with split charge details.

## Charges – Split Charges

The user can enter the split percentage borne by them. System defaults the split percentage as 50. The user can view the actual value that is to be paid by him in the 'Split Amount Borne by You' field.

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Charges

Split Required	Account No	Description of Charges	Charge Amount	Split Percentage Borne by You	Split Amount Borne by You
<input checked="" type="checkbox"/>	XXXXXXXXXXXX	COURIER CHARGES FOR LC ISSUE	GBP 121.00	25	GBP 30.25
Balance : -GBP 2.34					
<input type="checkbox"/>	XXXXXXXXXXXX	AR AP TESTING	GBP 50.00	0	GBP 0.00
Balance : -GBP 2.34					
<input type="checkbox"/>	XXXXXXXXXXXX	LC Charges receivables	GBP 50.00	0	GBP 0.00
Balance : -GBP 2.34					
Total Charges			GBP 571.00		GBP 50.25

Taxes

Account No	Description of Taxes	Amount
XXXXXXXXXXXX1039	BCTAX1	GBP 1.49
XXXXXXXXXXXX1039	BCTAX2	GBP 1.49
Total Taxes		GBP 2.98

Next Save As Draft Cancel Back

## Field Description

Field Name	Description
<b>Charges</b>	
<b>Split Required</b>	Select the check box for which split of charge is required.
<b>Account No.</b>	Displays the account number for levying Cancellation Charges / Import Advice Charges.
<b>Description of Charges</b>	Displays the reason/ narration of charges levied for various LC processes.
<b>Charge Amount</b>	Displays the amount of charges.
<b>Split Percentage Borne by You</b>	The system defaults the split percentage that is to be paid by you, which is 50. The user can change the value

Field Name	Description
<b>Split Amount Borne by You</b>	Displays the split amount that is to be paid by you.
<b>Total Charges</b>	Displays the total charge amount.
<b>Taxes</b>	
<b>Account No.</b>	Debit account number of the applicant.
<b>Description of Taxes</b>	Displays the description of taxes applicable.
<b>Amount</b>	Displays the amount of taxes.
<b>Total Taxes</b>	Displays the total tax amount.

77. In the **Charges** section, select the appropriate account, from the **Account No.** list.

78. In the **Split Percentage Borne by You** field, edit the value, if required.

79. 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

**Note:** If there is a Relationship pricing maintained for the customer, the same would be reflected in the charges instead of the standard pricing.

#### 28.4.8 **Attachments tab**

Displays the list of documents presented to initiate the guarantee.

Initiate Outward Guarantee - Attachments tab

Futura Bank

What would you like to do today?

↑

Initiate Outward Guarantee/Stand By LC

GOODCARE PLC | \*\*\*044

● Outward Guarantee Details

● Commitment Details

● Presentation Terms and Conditions

● Instructions

● Delivery Details

● Local Undertaking

● Linkages

● Charges

● Attachments

Attachments

Drag and Drop

Select or drop files here.

File size should not be more than 5 MB. Supported files: .JPEG, .PNG, .DOC, .PDF, .TXT, .ZIP. Multiple files can be uploaded at a time.  
The characters that are available to be used for Document name (alphanumeric, dot, underscore and space)

Document Category

GUARANTEE

Aadhar Card

Remarks

LetterofCredit.txt

Upload

Delete All

Save As Template

☒ Yes

☐ No

Access Type

☒ Public

☐ Private

Template Name

BULKTestNEWMLEMD

☒ I accept the Terms & Conditions

Preview Draft Copy

Submit

Save As Draft

Cancel

Back

ⓘ


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

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.



Field Name	Description
<b>Document Name</b>	Displays the name of the attached documents. Displays the link to download the attached document.
<b>Document Category</b>	Displays the category of the document uploaded.
<b>Document Type</b>	Displays the type of the document uploaded.
<b>Remarks</b>	Displays the notes added, if any, for attaching the document.
	Click the icon to remove the attached document-
<b>Save as Template</b>	Options to save the transaction as template. The options are: <ul style="list-style-type: none"> <li>• Yes</li> <li>• No</li> </ul>
<b>Access Type</b>	Indicates the type of access for the template. The options are: <ul style="list-style-type: none"> <li>• Public</li> <li>• Private</li> </ul> <p>This field is enabled if the <b>Yes</b> option is selected in Save as Template.</p>
<b>Template Name</b>	The name using which template is stored and can be used in future.

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

81. 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.

82. Select the **Terms and Conditions** check box to accept the Terms and Conditions.

83. Click **Preview Draft Copy** to have a preview of draft.

84. Select the **Terms and Conditions** checkbox to accept the Terms and Conditions.

85. Click **Submit**. The transaction is saved and the **Initiate Outward Guarantee/Stand By LC – 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** section.)  
OR  
Click **Back** to go back to previous screen.  
OR  
Click **Cancel** to cancel the transaction.
86. 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.
87. The success message initiation of Outward Guarantee appears along with the reference number. Click **OK** to complete the transaction.

## **28.5 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.

---

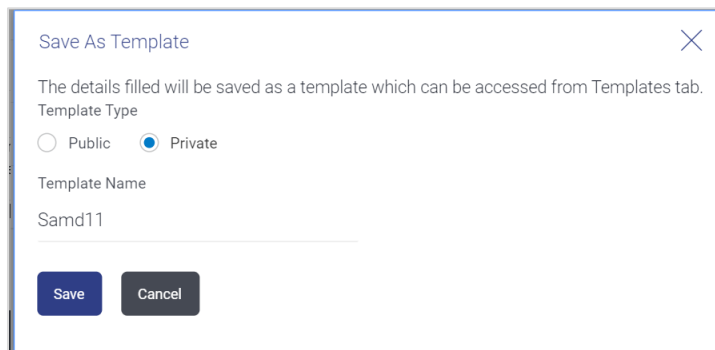
**Note:** User cannot save application with attached document as Template.

---

### **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



## Field Description

Field Name	Description
<b>Template Type</b>	Indicates the type of access for the template. The options are: <ul style="list-style-type: none"><li>• <b>Public:</b> A template marked as 'Public' is visible to all the users mapped to the Party ID of the user who created the template. All such users will only be able to view and use whereas they will not be able to edit and delete template. Only the creator of the template is allowed to edit or delete the template.</li><li>• <b>Private:</b> A template marked as 'Private' is available to only the creator of the template. Only creator of the template can use while initiating Guarantee and modify or delete such template.</li></ul>
<b>Template Name</b>	Name of the template.

3. From the **Template Type** list, select the appropriate option.
4. In the **Template Name** field, enter the desired name for the template.
5. Click **Save** to save the template.  
The transaction details are saved as a template which can be access from the **Template** tab.  
OR  
Click **Cancel** to cancel the transaction.

## 28.6 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.

---

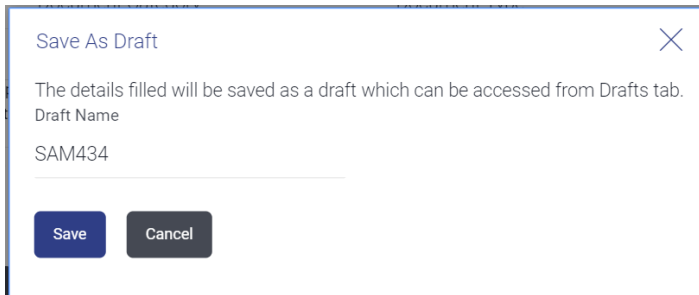
**Note:** User cannot save application with attached document as Draft.

---

**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**

A screenshot of a 'Save As Draft' dialog box. The dialog has a title bar with 'Save As Draft' and a close button (X). The main content area contains the text 'The details filled will be saved as a draft which can be accessed from Drafts tab.' followed by a label 'Draft Name' and a text input field containing 'SAM434'. At the bottom, there are two buttons: 'Save' (blue) and 'Cancel' (grey).

Save As Draft

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

Draft Name

SAM434

Save Cancel

**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.

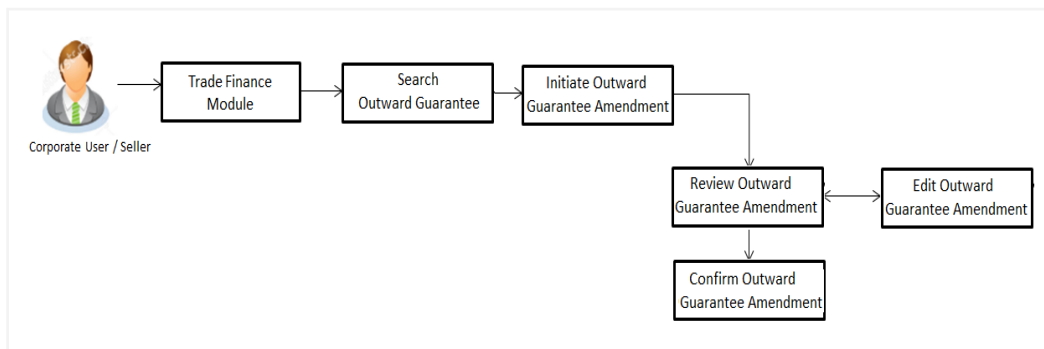
## 29. Initiate Outward Guarantee Amend/Stand By LC

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/Stand By LC > Outward Bank Guarantee/Stand By LC > Amend Bank Guarantee/Stand By LC*

### 29.1 Search Outward Guarantee Amendments/Stand By LC

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. Navigate to **Amend Bank Guarantee/Stand By LC** screen
2. Click  to filter based on the filter criteria. The Filter overlay screen appears.

## Amend Bank Guarantee/Stand By LC - Search

**Amend Outward Guarantee**  
GOODCARE PLC | \*\*\*044

Related Party

164 Record(s)

Filter

Guarantee Number	Applicant Name	Beneficiary Name	Customer Reference Number	Undertaking Amount
PK2GUIR221106098	GOODCARE PLC	MARKS AND SPENCER		GBP 10
PK2GUIR221106101	GOODCARE PLC	MARKS AND SPENCER		GBP 75,00
PK2GUIR221106116	GOODCARE PLC	PK2WALKIN1		GBP 75,00

**Filters**

Beneficiary Name

Customer Reference No.

Currency Amount From Amount To

Transaction Type

Apply Cancel Clear

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### Field Description

Field Name	Description
<b>Beneficiary Name</b>	The name of the beneficiary of the Outward Guarantee.
<b>Customer Reference Number</b>	The user provided customer reference number for the transaction.
<b>Currency</b>	The name of the currency under the guarantee.
<b>Undertaking Amount From</b>	The start of the amount range used for searching the Outward Guarantee along with currency.
<b>Undertaking Amount To</b>	The end of the amount range used for searching the Outward Guarantee.
<b>Transaction Type</b>	The transaction type of transaction to filter the transaction based on Guarantee and Stand By LC.

- Enter the filter criteria and click **Apply**. The search results matching search criteria appears on the screen.  
OR  
Click **Cancel** to cancel the transaction. The **Dashboard** appears.  
OR  
Click **Clear** to clear the search criteria.

## Amend Outward Guarantee/Stand By LC - Search Results

**Amend Outward Guarantee**  
GOODCARE PLC | \*\*\*044

137 Record(s)

Filters
 Download
 Manage Columns

Guarantee Number	Applicant Name	Beneficiary Name	Customer Reference Number	Undertaking Amount	Equivalent Undertaking Amount	Transaction Type
<a href="#">PK2GUIR221106098</a>	GOODCARE PLC	MARKS AND SPENCER		GBP 100.00	GBP 100.00	Guarantee
<a href="#">PK2GUIR221106101</a>	GOODCARE PLC	MARKS AND SPENCER		GBP 75,000.00	GBP 75,000.00	Guarantee
<a href="#">PK2GUIR221106116</a>	GOODCARE PLC	PK2WALKIN1		GBP 75,000.00	GBP 75,000.00	Guarantee
<a href="#">PK2GUIR221106130</a>	GOODCARE PLC	ABC CORP		GBP 75,000.00	GBP 75,000.00	Guarantee
<a href="#">PK2GUIR221106200</a>	GOODCARE PLC	MARKS AND SPENCER		GBP 100.00	GBP 100.00	Guarantee
<a href="#">PK2GUIR221106210</a>	GOODCARE PLC	MARKS AND SPENCER		GBP 100.00	GBP 100.00	Guarantee
<a href="#">PK2GUIR221106128</a>	GOODCARE PLC	MARKS AND SPENCER		GBP 2,000.00	GBP 2,000.00	Guarantee
<a href="#">PK2GUIR221106201</a>	GOODCARE PLC	MARKS AND SPENCER		GBP 100.00	GBP 100.00	Guarantee
<a href="#">PK2GUIR221106224</a>	GOODCARE PLC	MARKS AND SPENCER		GBP 100.00	GBP 100.00	Guarantee
<a href="#">PK2GUIR221106231</a>	GOODCARE PLC	MARKS AND SPENCER		GBP 2,000.00	GBP 2,000.00	Guarantee
<a href="#">PK2GUIR221106232</a>	GOODCARE PLC	MARKS AND SPENCER		GBP 2,000.00	GBP 2,000.00	Guarantee
<a href="#">PK2GUIR221106239</a>	GOODCARE PLC	MARKS AND SPENCER		GBP 100.00	GBP 100.00	Guarantee

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
<b>Search</b>	
<b>Related Party</b>	Select the specific party to filter the search result based on specific party.
<b>Filter</b>	Specify the Guarantee Number/ Applicant Name/ Beneficiary Name/ Undertaking Amount of Outward Guarantee for whom amendments to be made.
<b>Search Results</b>	This section displays the search results.
<b>Guarantee Number</b>	The Outward Guarantee reference number generated while creating.
<b>Applicant Name</b>	The Outward Guarantee applicant name based on the selected party ID.
<b>Beneficiary Name</b>	The name of the beneficiary of the Outward Guarantee.

Field Name	Description
<b>Customer Reference Number</b>	The user provided customer reference number for the transaction.
<b>Undertaking Amount</b>	The undertaking amount for the Outward Guarantee along with the currency.
<b>Equivalent Undertaking Amount</b>	The equivalent undertaking amount for the Outward Guarantee along with the currency.

4. From the **Related Party** list, select the appropriate option and click the Arrow icon to search the guarantee based on specific party.  
OR  
Click the **Download** to download all or selected columns in the Import LC details list. You can download the list in PDF or CSV formats.
5. Click on the **Manage Column** to setup a column preferences by rearranging or removing columns.
6. Click on the desired **Guarantee Number** for whom amendments are to be made. The Initiate Outward Guarantee Amendment screen appears.



## Initiate Outward Guarantee Amendment

### Initiate Outward Guarantee Amendment

GOODCARE PLC | \*\*\*044

Guarantee Number PK2GUIR221106132 <span>ACTIVE</span>	Product Guarantee Issuance Reissuance upon receiving request	Contract Amount GBP 75,000.00	Expiry Date 1/30/2026
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☒ Outward Guarantee Details

☒ Commitment Details

☒ Presentation Terms & Conditions

☒ Instructions

☒ Delivery Details

☒ Local Undertaking

☒ Linkages

☒ Charges, Commissions & Taxes

☒ Attachments

#### Outward Guarantee Details

**50**  
Applicant Name  
GOODCARE PLC

Address  
HDBANK65XXX  
lane no 4  
London

Country  
United Kingdom

Date of Application  
4/20/2022

**59A**  
Beneficiary Name

Address

Country

**51**  
Instructing Party  
Medium  
SWIFT

**56A**  
Advising Bank  
☒ Swift Code ☐ Bank Address

[Lookup Swift Code](#)

**57A**  
Advising Through Bank  
Product  
Guarantee Issuance Reissuance upon receiving request  
Type of Guarantee  
Performance Guarantee

**22A**  
Purpose of Message

**39F**  
Supplementary Information About Amount

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- Update the Outward Guarantee details in the required editable fields.
- Select the **Terms and Conditions** checkbox to accept the Terms and Conditions.
- 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.

10. 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.
11. The success message initiation of Outward Guarantee amendment appears along with the reference number.
12. 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.

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## 30. View Outward Guarantee/Stand By LC

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.

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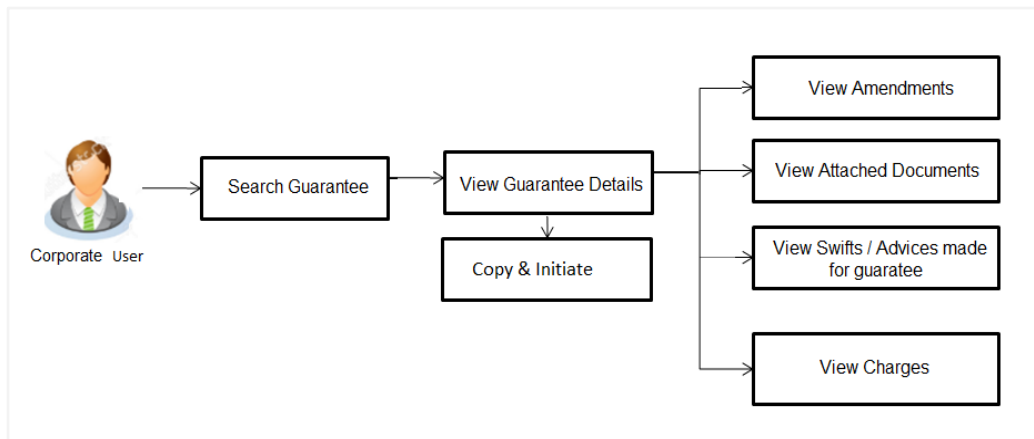
**Note:** Whenever the API services are called by the OBDX, then OBTF pass only those incoming and outgoing SWIFT messages details that are flagged as External by the bank in the “Trade Finance Message Type Maintenance” screen.

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### 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/Stand By LC > Outward Bank Guarantee/Stand By LC > View Bank Guarantee/Stand By LC*

### To view Outward Guarantee:

1. The **View Outward Guarantee/Stand By LC** screen appears.
2. Click  to filter based on the filter criteria. The **Filter** overlay screen appears.

## View Outward Guarantee - Search

**View Outward Guarantee/Stand By LC**  
GOODCARE PLC | \*\*\*044

Related Party

236 Record(s)

Filter

Guarantee Number	Applicant Name	Beneficiary Name	Customer Reference Number	Issue Date	Date of Expiry
PK2GUIR221106098	GOODCARE PLC	MARKS AND SPENCER		4/20/2022	11/28/2022
PK2GUIR221106100	GOODCARE PLC	MARKS AND SPENCER		4/20/2022	12/28/2022
PK2GUIR221106101	GOODCARE PLC	MARKS AND SPENCER		4/20/2022	12/31/2022

**Filters**

Beneficiary Name

Outward Guarantee Status

Customer Reference No.

Currency

Amount From

Amount To

Issue Date From

Issue Date To

Expiry Date From

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## Field Description

Field Name	Description
<b>Beneficiary Name</b>	The name of the beneficiary of the Outward Guarantee.
<b>Outward Guarantee Status</b>	The status of the Outward Guarantee. The options are: <ul style="list-style-type: none"> <li>Active</li> <li>Hold</li> <li>Cancelled</li> <li>Reversed</li> <li>Closed</li> </ul>
<b>Undertaking Amount</b>	The Outward Guarantee amount range used for searching the Outward Guarantee.
<b>Customer Reference Number</b>	The option to search outward guarantee via customer reference number.
<b>Currency</b>	The name of the currency under the guarantee.
<b>Issue Date From - To</b>	The range of issue date for the Outward Guarantee.
<b>Expiry Date From - To</b>	The expiry date range for the Outward Guarantee.

3. Enter the filter criteria to search the Outward Guarantee.

4. Click **Apply**.  
The **View Outward Guarantee/Stand By LC** 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/Stand By LC – Search Results

Related Party

196 Record(s)

Filter

Guarantee Number	Applicant Name	Beneficiary Name	Customer Reference Number	Issue Date	Date of Expiry	Status	Undertaking Amount	Equivalent Undertaking Amount
PK2GUR221106098	GOODCARE PLC	MARKS AND SPENCER		4/20/2022	11/28/2022	Active	GBP 100.00	GBP 100.00
PK2GUR221106100	GOODCARE PLC	MARKS AND SPENCER		4/20/2022	12/28/2022	Closed	GBP 100.00	GBP 100.00
PK2GUR221106101	GOODCARE PLC	MARKS AND SPENCER		4/20/2022	12/31/2024	Active	GBP 75,000.00	GBP 75,000.00
PK2GUR221106116	GOODCARE PLC	PK2WALKIN1		4/20/2022	12/31/2024	Active	GBP 75,000.00	GBP 75,000.00
PK2GUR221106132	GOODCARE PLC	ABC CORP		4/20/2022	1/30/2026	Active	GBP 75,000.00	GBP 75,000.00
PK2GUR221106200	GOODCARE PLC	MARKS AND SPENCER		4/20/2022	12/28/2022	Active	GBP 100.00	GBP 100.00
PK2GUR221106210	GOODCARE PLC	MARKS AND SPENCER		4/20/2022	11/28/2022	Active	GBP 100.00	GBP 100.00
PK2GUR221106230	GOODCARE PLC	MARKS AND SPENCER		4/20/2022	12/28/2022	Closed	GBP 100.00	GBP 100.00
PK2GUR221106097	GOODCARE PLC	MARKS AND SPENCER		4/20/2022	12/28/2022	Cancelled	GBP 100.00	GBP 100.00
PK2GUR221106128	GOODCARE PLC	MARKS AND SPENCER		4/20/2022	8/31/2022	Active	GBP 2,000.00	GBP 2,000.00
PK2GUR221106129	GOODCARE PLC	MARKS AND SPENCER		4/20/2022	4/20/2025	Cancelled	GBP 2,000.00	GBP 2,000.00
PK2GUR221106201	GOODCARE PLC	MARKS AND SPENCER		4/20/2022	11/28/2022	Active	GBP 100.00	GBP 100.00

Total Equivalent Outstanding Amount GBP 1,766,988.00

ⓘ 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
<b>Guarantee Number</b>	The Outward Guarantee number. Displays the link to view details of the Outward Guarantee.
<b>Applicant Name</b>	Displays the name of the applicant who has made the Outward guarantee in favour of Beneficiary.
<b>Beneficiary Name</b>	Displays the name of the beneficiary of the Outward Guarantee.

Field Name	Description
<b>Customer Reference Number</b>	The user provided customer reference number for the transaction.
<b>Issue Date</b>	Displays the issue date of the Outward Guarantee.
<b>Date Of Expiry</b>	Displays the expiry date of the Outward Guarantee.
<b>Status</b>	Displays the status of the Outward Guarantee.
<b>Undertaking Amount</b>	Displays the undertaking amount of the Outward Guarantee.
<b>Equivalent Undertaking Amount</b>	Displays the equivalent amount of the Outward Guarantee.
<b>Outstanding Amount</b>	Displays the undrawn amount of the Outward Guarantee.
<b>Equivalent Outstanding Amount</b>	Displays the equivalent undrawn amount of the Outward Guarantee.
<b>Total Equivalent Outstanding Amount</b>	Displays the total outstanding equivalent amount in local currency.

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**Note:** If there is a Relationship pricing maintained for the customer, the same would be reflected in the charges instead of the standard pricing.

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5. Click the **Download** to download all or selected columns in the Outward Guarantee details list. You can download the list in PDF or CSV formats.
6. Click on the **Manage Column** to setup a column preferences by rearranging or removing columns.
7. 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.
8. Click **Outward Guarantee Details** tab.

## 30.1 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

**View Outward Guarantee**  
GOODCARE PLC | \*\*\*044

Guarantee Number	Maturity Date	Contract Amount	Product
PK2GUR221106525 <b>ACTIVE</b>	8/18/2022	GBP 50,000.00	Guarantee Issuance Reissuance upon receiving request

[Initiate Tracer](#)

View Guarantee Details

View Guarantee Details

Amendments	<b>50</b> Applicant Name GOODCARE PLC	<b>59A</b> Beneficiary Name MARKS AND SPENCER
Attached Documents	Address HDBANK65XXX lane no 4 London	Address MARGUS2SXXX 87 knights street
Linkages		
Charges, Commissions and Taxes	Country United Kingdom	Country United Kingdom
SWIFT Messages	Date of Application 4/20/2022	Product Guarantee Issuance Reissuance upon receiving request
Advices	Form of Undertaking Demand Guarantee	Type of Guarantee Advance Payment Guarantee
		Applicable Rules URDG
		<b>39F</b> Supplementary Information About Amount
	<b>51</b> Instructing Party	Medium
	<b>72Z</b> Sender to Receiver Information	Mail
		<b>56A</b> Advising Bank
		<b>57A</b> Advising Through Bank

Commitment Details

Contract Reference No	Effective Date
<b>32B</b> Undertaking Amount GBP 50,000.00	4/20/2022
<b>71D</b> Charges	<b>48D</b> Transfer Indicator
<b>44J</b> Governing Law and/or Place of Jurisdiction	No
<b>48B</b> Demand Indicator	<b>45L</b> Underlying Transaction Details
	abcd

Presentation Documents and Undertaking Terms and Conditions

<b>77U</b> Undertaking Terms and Conditions Non standard tnc	<b>45C</b> Document and Presentation Instructions
---	--

Expiry & Extension Instructions

Confirmation Instructions WITHOUT Available With	Requested Confirmation Party
<b>23B</b> Expiry Type Open	-
<b>23B</b> Guarantee Expiry Date 7/19/2022	Confirming Bank
Special Instruction	-
	Auto Renewal
	Yes
	Auto Renewal
	Yes

Delivery Details

<b>24E</b> Delivery of Amendment to the undertaking Local Undertaking	<b>24G</b> Delivery To/Collection by
---	---

The Form of Undertaking is selected as "Issue of Undertaking" and Local Undertaking is not applicable for "Issue of Undertaking".

Initiate Amendment

Copy and Initiate

Back

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## Field Description

Field Name	Description
<b>Party ID</b>	Displays the party ID of the customer which has access to creating guarantee.
<b>Branch</b>	Displays the bank branch ID where the guarantee was made.
<b>Guarantee Number</b>	The Outward Guarantee number.
<b>Product</b>	Displays the product type as coming from Host.
<b>Contract Amount</b>	The contract amount of the Outward Guarantee.
<b>Expiry Date</b>	The expiry date of the Outward Guarantee.
<b>View Guarantee Details</b>	
<b>Applicant Name</b>	Displays the name of applying party.
<b>Address</b>	Displays the address of applying party.
<b>Country</b>	Displays the country of applying party.
<b>Accountee Name</b>	Displays the accountee name.
<b>Address</b>	The address of accountee.
<b>Country</b>	The country of accountee.
<b>Date of Application</b>	Displays the application date when Bill has been initiated.
<b>Form of Undertaking</b>	Indicates the form of undertaking. The options are: <ul style="list-style-type: none"><li>• Demand Guarantee</li><li>• Standby Letter of Credit</li></ul>
<b>Beneficiary Name</b>	Displays the name of beneficiary party.
<b>Address</b>	Displays the address of beneficiary party.
<b>Country</b>	Displays the country of beneficiary party.
<b>Product Details</b>	
<b>Product</b>	Displays the product type as coming from Host.



Field Name	Description
<b>Type of Guarantee</b>	Displays the guarantee type.
<b>Applicable Rules</b>	Indicates the applicable rules for guarantee.
<b>Medium</b>	The medium of outward guarantee. The options are: <ul style="list-style-type: none"> <li>• SWIFT</li> <li>• Mail</li> </ul>
<b>Purpose of Message</b>	Indicates the purpose of message.
<b>Instructing Party</b>	
<b>Name</b>	Displays the name of the instructing party.
<b>Address</b>	Displays the address of the instructing party.
<b>Advising Bank</b>	
<b>SWIFT Code</b>	Displays the SWIFT code of Advising Bank.
<b>Bank Name</b>	Displays the name of Advising Bank
<b>Address</b>	Displays the address of Advising Bank.
<b>Country</b>	Displays the name of Advising Bank's country.
<b>Advising Through Bank</b>	Displays the advise through bank.
<b>Sender to Receiver Information</b>	Displays the details of Sender to Receiver Information while initiating a Bank Guarantee so that any information for receiver can be passed under SWIFT message.
<b>Commitment Details</b>	
<b>Contract Reference No</b>	Displays the beneficiary's contract reference number of the Outward Guarantee.
<b>Undertaking Amount</b>	Displays the currency and amount of the Outward Guarantee application.
<b>Charges</b>	Displays the details charges, and who will bear it for the Outward Guarantee.

Field Name	Description
<b>Governing Law and/or Place of Jurisdiction</b>	The details of the Governing Law and/or Place of Jurisdiction applicable to the undertaking.
<b>Demand indicator</b>	Displays the details of whether the multiple or partial demands are permissible while initiating Outward Guarantee or not.
<b>Effective Date</b>	Displays the effective date of the Outward Guarantee
<b>Additional Amount Information</b>	Displays the details of the details the obligator/ Concerning party for the Outward Guarantee, and information for the undertaking such as interests, tolerances.  +/- Tolerances to be specified as 2n/2n format.
<b>Transfer Indicator</b>	Displays the whether the multiple or partial demands are permissible for the Outward Guarantee.
<b>Transfer Conditions</b>	The details of the transfer values under the Outward Guarantee.  This field is visible only if the <b>Transfer Indicator</b> is opted.
<b>Underlying Transaction Details</b>	Displays the details of the underlying business transactions for which undertaking is issued.
<b>Presentation Documents And Undertaking Terms and Conditions</b>	
This tab includes the presentation documents and undertaking terms and conditions present in the Outward Guarantee application.	
<b>Undertaking Terms and Condition</b>	Displays the details of applicable terms and condition of the undertaking.
<b>Document and Presentation Instruction</b>	Displays the details of the document and presentation instructions present in the Outward Guarantee.
<b>Expiry and Extension Instructions</b>	
This tab includes the expiry condition and extension applicable for the Outward Guarantee application.	

Field Name	Description
<b>Confirmation Instructions</b>	<p>The confirmation instructions for the requested confirmation party.</p> <p>The options can be:</p> <ul style="list-style-type: none"> <li>• May Confirm - The requested confirmation party may add its confirmation to the credit</li> <li>• Confirm - The requested confirmation party is requested to confirm the credit</li> <li>• Without - No confirmation is requested</li> </ul>
<b>Requested Confirmation Party</b>	Bank which is requested to add its confirmation or may add its confirmation.
<b>Available With</b>	Indicates the details of Bank where credit would become available. It is captured by Bank's SWIFT code.
<b>Confirming Bank</b>	Indicates the confirming party is the Confirming bank.
<b>Expiry Type</b>	<p>Displays the type of validity applicable to the Outward Guarantee. The options are:</p> <ul style="list-style-type: none"> <li>• COND Expiry condition (including option for specified date of expiry).</li> <li>• FIXD Specified date of expiry (either with or without automatic extension).</li> <li>• OPEN No specified date of expiry.</li> </ul>
<b>Auto Renewal</b>	<p>Indicates whether auto renewal of guarantee is required or not.</p> <p>This field is appears if <b>Expiry Type</b> is <b>Open</b>.</p>
<b>Automatic Extension Period</b>	Displays the period after which automatic extension is given to the Outward Guarantee.
<b>Automatic Extension Details</b>	<p>Displays of the automatic extension of the Outward Guarantee.</p> <p>This field appears only if the <b>Other</b> option is selected in the <b>Automatic Extension Period</b> list.</p> <p>And if <b>Days</b> option is selected the number of days can be seen.</p>
<b>Guarantee Expiry Date</b>	Displays the date after which Outward Guarantee will expire.
<b>Closure Date</b>	<p>Displays the closing date of the Outward Guarantee.</p> <p>The closure date must be after expiry date of the Outward Guarantee.</p>

Field Name	Description
<b>Automatic Extension Non-Extension Notification</b>	Displays the notification given for non-extension of automatic extension while creating Outward Guarantee.
<b>Automatic Extension Notification Period</b>	Displays the period after which notification given for non-extension of automatic extension while creating Outward Guarantee.
<b>Automatic Extension Final Expiry Date</b>	Displays the date after which validity of automatic extension to the Outward Guarantee expires.
<b>Special Instruction</b>	Displays the special instructions.

### Delivery Details

This tab includes the details of the delivery of the Outward Guarantee will be done.

<b>Delivery Of Amendment to the Undertaking</b>	<p>Displays the details about how delivery of the amendment to the undertaking will be done.</p> <p>The options can be:</p> <ul style="list-style-type: none"> <li>• By Collection</li> <li>• By Courier</li> <li>• By Mail</li> <li>• By Messenger - Hand-deliver</li> <li>• By Registered Mail or Airmail</li> <li>• Other method</li> </ul>
<b>Delivery To/ Collection by</b>	Displays the details to whom the delivery of undertaking will be done.

### Local Undertaking Issuing Bank

<b>Local Guarantee Issuing Bank</b>	Displays the mode issuing of local guarantee.
<b>SWIFT Code</b>	Displays the SWIFT code of local guarantee issuing bank.
<b>Name</b>	<p>Displays the name of the bank which issued the local undertaking.</p> <p>This field is available if the <b>Bank Address</b> option selected in the <b>Local Guarantee Issuing Bank</b> field.</p>

Field Name	Description
<b>Address</b>	Displays the address details of the bank which issued the local undertaking.  This field appears for <b>Bank Address</b> option in the <b>Local Guarantee Issuing Bank</b> field.
<b>Country</b>	Displays the country of the local undertaking bank.
<b>Counter SBLC/ Guarantee Issuing Bank</b>	Displays the mode issuing of counter guarantee.
<b>SWIFT Code</b>	Displays the SWIFT code of counter guarantee issuing bank.
<b>Name &amp; Address</b>	The name and address details of the bank which issued the counter undertaking.  This field appears for the <b>Bank Address</b> option selected in the <b>Counter Guarantee Issuing Bank</b> field.
<b>Country</b>	Displays the country of the counter undertaking bank.
<b>Applicable Rules</b>	Displays the applicable rules for guarantee.
<b>Applicable Other Details</b>	Displays the applicable other details for guarantee.  This field appears for <b>Other</b> option selected in <b>Applicable Rules</b> field.
<b>Requested Issue Date</b>	Displays the requested issue date of guarantee.
<b>Expiry Type</b>	Displays the type of validity applicable to the Outward Guarantee.
<b>Expiry Condition/Event</b>	The expiry condition for the Outward Guarantee.  This field appears for <b>Conditional</b> option selected in the <b>Expiry Type</b> list.
<b>Guarantee Expiry Date</b>	Displays the date after which Outward Guarantee will expire.
<b>Supplementary Information About Amount</b>	Displays the additional information about amount, if any.
<b>Automatic Extension Period</b>	Displays the period after which automatic extension is given to the Outward Guarantee.

Field Name	Description
<b>Automatic Extension Details</b>	Displays of the automatic extension of the Outward Guarantee. This field appears only if the <b>Other</b> option is selected in the <b>Automatic Extension Period</b> list. And if <b>Days</b> option is selected the number of days can be seen.
<b>Automatic Extension Non-Extension Notification</b>	Displays the notification given for non-extension of automatic extension while creating Outward Guarantee.
<b>Automatic Extension Notification Period</b>	Displays the period after which notification given for non-extension of automatic extension while creating Outward Guarantee.
<b>Automatic Extension Final Expiry Date</b>	Displays the date after which validity of automatic extension to the Outward Guarantee expires.
<b>Standard Wording Required</b>	Displays whether the standard wording is required to the Outward Guarantee or not.
<b>Governing Law / Jurisdiction</b>	Displays the details of the Governing Law and/or Place of Jurisdiction applicable to the undertaking.
<b>Transfer Indicator</b>	Displays whether the transfer of the instrument is permissible for the Outward Guarantee.
<b>Transfer Conditions</b>	Displays the details of the transfer values under the Outward Guarantee. This field appears only if the <b>Transfer Indicator</b> is <b>Yes</b> .
<b>Demand Indicator</b>	Displays whether the multiple or partial demands are permissible while initiating Outward Guarantee.
<b>Underlying Transaction Details</b>	Displays the details of the underlying business transactions for which undertaking is issued.
<b>Delivery of Local Undertaking</b>	Displays the details of delivery of the local undertaking.
<b>Delivery To/ Collection by</b>	Displays the details to whom the delivery of undertaking will be done.
<b>Undertaking Terms and Conditions</b>	Displays the applicable terms and condition of the undertaking.

Field Name	Description
<b>Document and Presentation Instruction</b>	Displays the details of the document and presentation instructions present in the Outward Guarantee.

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

## 30.2 Amendments

This tab displays the amendments done for the Outward Guarantee. Also one can initiate a new amendment request.

- 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.

### 30.2.1 Initiate Amendment

For more information on Initiate Outward Guarantee Amendment, refer **Initiate Outward Guarantee Amendment** transaction.

### 30.2.2 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 one amendment. The table columns are: Amendment Number, Issue Date, Expiry Date, New Guarantee Amount, and Status. The amendment details are: 1, 05 May 2021, 03 Aug 2021, GBP1,000.00, and ACCEPTED. Below the table, there are buttons for 'Initiate Amendment', 'Copy and Initiate', and 'Back'. A footer note states: 'Displayed Local currency amount is indicative and actual amount may differ.'

## Field Description

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

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.

### 30.2.3 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 03:53 PM

Outward Guarantee Amendment

NATIONAL FREIGHT CORP | \*\*\*153

<div>Guarantee Reference No.</div> <div>000GUIR21125ASEK</div>	<div>Product</div> <div>Outward Bank Guarantee</div>	<div>Undertaking Amount</div> <div>GBP11,000.00</div>	<div>Maturity Date</div> <div>02 Sep 2021</div>
View Guarantee Details		Compare with Previous Values	
<div>50</div> <div>Applicant Name</div> <div>NATIONAL FREIGHT CORP</div> <div>Address</div> <div>PKBANK7XXXX</div> <div>Country</div> <div>United Kingdom</div> <div>Accountee Name</div> <div>NATIONAL FREIGHT CORP</div> <div>Address</div> <div>PKBANK7XXXX</div> <div>Country</div> <div>United Kingdom</div> <div>Date of Application</div> <div>05 May 2021</div>		<div>59A Modified</div> <div>Beneficiary Name</div> <div>Trade Indiv 1</div> <div>Address</div> <div>16,Fox Lane Bliss Gate United Kingdom</div> <div>Country</div> <div>United Kingdom</div>	
<div>56A</div> <div>Advising Bank</div> <div>Type of Guarantee</div>			
Commitment Details		Compare with Previous Values	
<div>Contract Reference No</div> <div>39D</div> <div>Additional Amount Information</div> <div>71D</div> <div>Charges</div> <div>44H</div> <div>Governing Law and/or Place of Jurisdiction</div>		<div>32B</div> <div>Undertaking Amount</div> <div>GBP11,000.00</div> <div>Effective Date</div> <div>05 May 2021</div> <div>48D</div> <div>Transfer Indicator</div> <div>No</div> <div>45L</div> <div>Underlying Transaction Details</div> <div>48B</div> <div>Demand Indicator</div>	
Presentation Terms and Conditions		Compare with Previous Values	
<div>77U Modified</div> <div>Other Amendments to Undertaking</div> <div>srirama</div> <div>45C</div> <div>Document and Presentation Instructions</div>			
Instructions		Compare with Previous Values	
<div>23B</div> <div>Expiry Type</div> <div>Open</div> <div>23F</div> <div>Closure Date</div> <div>02 Sep 2021</div> <div>72Z</div> <div>Sender to Receiver Information</div> <div>Special instruction</div>		<div>23B</div> <div>Guarantee Expiry Date</div> <div>03 Aug 2021</div>	
Delivery Details		Compare with Previous Values	
<div>24E</div> <div>Delivery of Original Undertaking</div>		<div>24G</div> <div>Delivery To/Collection by</div>	
Linkages			
Currently, there are no deposits linked to this contract.			
<div>Confirm</div> <div>Cancel</div> <div>Back</div>			

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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.

## 30.3 Attached Documents

This tab allows you to view the list of all documents uploaded by you.

5. 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. View Attached Documents

### View Outward Guarantee – Attached Documents tab

### Field Description

Field Name	Description
<b>Sr No</b>	The serial number of the attach document records.
<b>Document Id</b>	Displays the unique identification number for the attached document. Displays the link to download the attach document.
<b>Document Category</b>	Displays the category of the document uploaded.
<b>Document Type</b>	Displays the type of the document uploaded.
<b>Remarks</b>	Displays the notes added, if any, for attaching the document.

6. 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.

## 30.4 Linkages

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

### Linkages tab

**View Outward Guarantee**  
NATIONAL FREIGHT CORP | \*\*\*\*153

Guarantee Number: PK1GUR211254003 **Active** | Product: Guarantee Issuance Reissuance upon receiving request | Contract Amount: GBP 10,000.00 | Maturity Date: 9/2/21

**Linkages**

Total Linkage Amount GBP 0.00

**Cash Collateral Linkages**

Currency	Description	Collateral Amount
GBP	Cash Collateral Amount	GBP 1,500,000

**Deposit Linkages**

Account Number	Amount
No data to display.	
Total Amount in Local Currency	GBP 0.00

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

[Initiate Amendment](#) [Copy and Initiate](#) [Back](#)

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

### Field Description

Field Name	Description
<b>Total Linkage Amount</b>	The total linkage amount.
<b>Cash Collateral Linkages</b>	
<b>Currency</b>	The contract currency of cash collateral as maintained at back office. The user can change the currency.
<b>Description</b>	The description of collateral linkage.

Field Name	Description
<b>Percent</b>	Percentage of LC to be used as collateral – as maintained at OBTF.
<b>Collateral Amount</b>	Amount to be used as Collateral for LC.
<b>Sr. No.</b>	The serial number of the schedule record.
<b>Account Number</b>	The accounts that are mapped to the user.
<b>Contribution Amount for Collateral</b>	The amount to be used from the selected account towards the collateral.
<b>Contribution Percentage</b>	Percentage of the total collateral to be taken from the selected account.
<b>Total Collateral Amount</b>	Total amount to be used as Collateral for LC.
<b>Deposit Linkages</b>	
<b>Account Number</b>	The deposit account that has to be mapped to the transaction.
<b>Amount</b>	The amount that is to be linked for the transaction, and partial linkages to be supported.
<b>Total Amount in Local Currency</b>	The tentative equivalent total amount in local currency.

7. 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.

## **30.5 Charges, Commissions and Taxes**

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

8. 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

**View Outward Guarantee**  
GOODCARE PLC | \*\*\*044

Guarantee Number: PK2GUJR21125ARU8 Active | Product: Guarantee Issuance Reissuance upon receiving request | Contract Amount: USD 9,000.00 | Maturity Date: 12/11/21

**Charges, Commissions & Taxes**

**Charges**

Account No	Description of Charges	Amount	Split Amount Borne by You	Split Amount Borne by Other Party
xxxxxxxxxxxx0017	SWIFT CHARGES FOR LC ISSUE	GBP 50.00	GBP 50.00	GBP 0.00
xxxxxxxxxxxx0017	COURIER CHARGES FOR LC ISSUE	GBP 100.00	GBP 100.00	GBP 0.00
xxxxxxxxxxxx0017	LC Charges receivables	GBP 50.00	GBP 50.00	GBP 0.00
<b>Total Charges</b>		<b>GBP 200.00</b>	<b>GBP 200.00</b>	<b>GBP 0.00</b>

**Taxes**

Account No	Description of Taxes	Value Date	Amount	Equivalent Amount
xxxxxxxxxxxx0017	LCTAX2	5/5/21	GBP 136	GBP 136
<b>Total Taxes</b>			<b>GBP 136</b>	

**Commissions**

Account No	Description of Commissions	Tax Amount	Split Amount Borne by You	Split Amount Borne by Other Party
xxxxxxxxxxxx0017	Guarantee Issuance Commission	GBP 23.30	GBP 23.30	GBP 0.00
<b>Total Commission</b>		<b>GBP 23.30</b>	<b>GBP 23.30</b>	<b>GBP 0.00</b>

[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
<b>Charges</b>	
<b>Account No</b>	Displays the account number for levying Cancellation Charges / Advice Charges.
<b>Description of Charges</b>	Displays the description charges applicable.
<b>Amount</b>	Displays the amount charged for the various processes.
<b>Split Amount Borne by You</b>	Displays the split charge amount which is to be paid by you.
<b>Split Amount Borne by Other Party</b>	Displays the split charge amount which is to be paid by other party.

Field Name	Description
<b>Total Charges</b>	The total amount that is maintained under the charge.
<b>Taxes</b>	
<b>Account No</b>	Displays the account number for taxes.
<b>Description of Taxes</b>	Displays the reason of taxes levied for Various Guarantee related processes.
<b>Value Date</b>	Displays the value date of the taxes.
<b>Amount</b>	Displays the amount of taxes.
<b>Equivalent Amount</b>	Displays the equivalent amount of taxes.
<b>Total Taxes</b>	The total amount of taxes.
<b>Commissions</b>	
<b>Account No</b>	Displays the account number for commissions.
<b>Description of Commissions</b>	Displays the description of commission applicable.
<b>Tax Amount</b>	Displays the amount charged as commission.
<b>Split Amount Borne by You</b>	Displays the split commission amount which is to be paid by you.
<b>Split Amount Borne by Other Party</b>	Displays the split commission amount which is to be paid by other party.
<b>Total Commissions</b>	Displays the total amount charged as commission.
<b>Note:</b> If there is a Relationship pricing maintained for the customer, the same would be reflected in the charges instead of the standard pricing.	

## 30.6 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.

- 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

**View Outward Guarantee**  
NATIONAL FREIGHT CORP | \*\*\*153

Initiate Tracer

Guarantee Number	Product	Contract Amount	Maturity Date
PKIGUIR211254003 <span>Active</span>	Guarantee Issuance Reissuance upon receiving request	GBP 10,000.00	9/2/21

**Swift Messages**

Message ID	Date	Description	Sending/Receiving Bank	Message Type	Action
2582049899144174		Receive Notice	MANHATTAN BANK	210	<a href="#">Download</a>
2582049899166301		Receive Notice	MANHATTAN BANK	210	<a href="#">Download</a>
2582049899179720		Receive Notice	MANHATTAN BANK	210	<a href="#">Download</a>
2582049899193906		Receive Notice	MANHATTAN BANK	210	<a href="#">Download</a>

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

[Back](#)  
ⓘ Displayed Local currency amount is indicative and actual amount may differ.

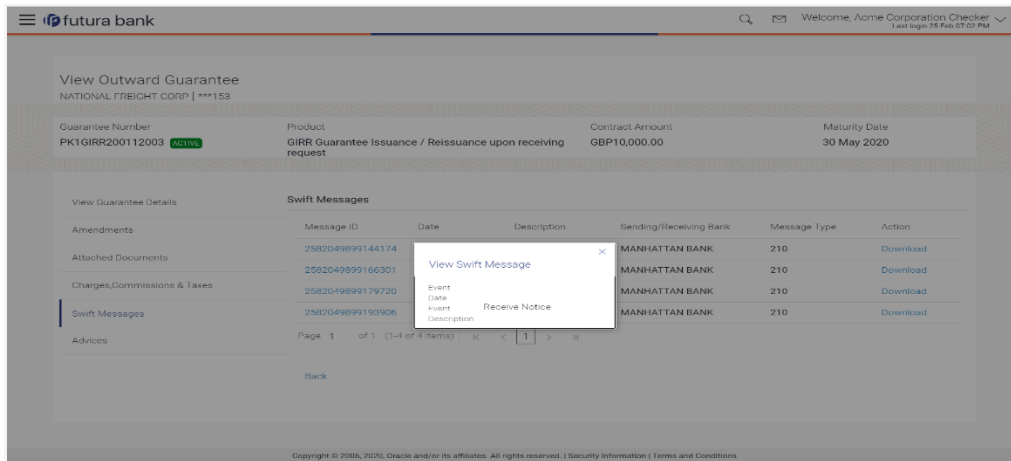
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## Field Description

Field Name	Description
<b>Message ID</b>	Unique identification number for the message.
<b>Date</b>	Date of sending advice.
<b>Description</b>	The SWIFT message detailed description.
<b>Sending/Receiving Bank</b>	This displays the name of bank who has sent/received the message
<b>Message Type</b>	This shows the type of message sent/received such as MT760, MT767 etc
<b>Action</b>	The action to be taken that is to download the SWIFT details.


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

### 30.6.1 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.

**Note:** Only SWIFT messages in which ACK has been received by bank is being displayed.

## 30.7 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.

- 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

**View Outward Guarantee**  
NATIONAL FREIGHT CORP | \*\*\*153

Guarantee Number PKIGUIR211254501 <span>Active</span>	Product Guarantee Issuance Reissuance upon receiving request	Contract Amount GBP 10,000.00	Maturity Date 9/2/21
--	---	----------------------------------	-------------------------

View Guarantee Details  
Amendments  
Attached Documents  
Linkages  
Charges, Commissions & Taxes  
Swift Messages  
**Advices**

**Advices**

Message ID	Date	Description	Event Description	Action
<a href="#">2582049899122457</a>		Guarantee Instrument	Booking LC or Guarantee Issue	<a href="#">Download</a>

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

[Back](#)

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

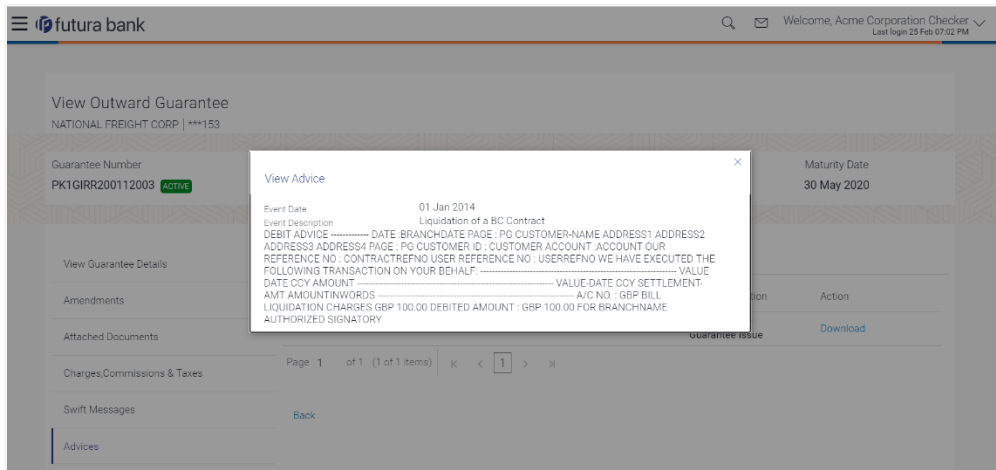
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## Field Description

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


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

### 30.7.1 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.

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

## 31. Cancel Outward Guarantee

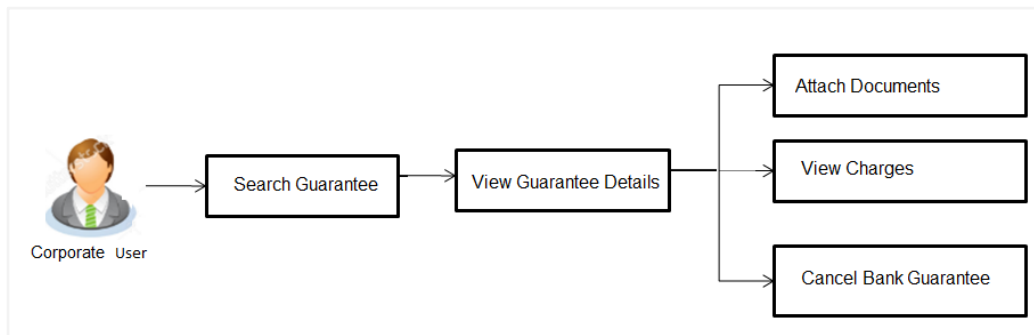
Using this option, user can apply for cancellation of Bank Guarantee and accept the requests for cancellation existing Outward Guarantees in the application.

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

Cancel Outward Guarantee  
GOODCARE PLC | \*\*\*044

Outward Guarantee Details

Lookup Guarantee Reference No  
Please Select

Advanced Lookup

Next Cancel Back

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## Field Description

Field Name	Description
<b>Lookup Guarantee Reference No.</b>	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

Advanced Lookup

Beneficiary Name

Customer Reference No

Issue Date

From To

Expiry Date

From To

Undertaking Amount

All From To

Apply Cancel Clear

Guarantee Number	Customer Reference Number	Applicant Name	Beneficiary name	Undertaking Amount
PKQGLIR211250504		GOODCARE PLC	MARKS AND SPENCER	GBP 90,000.00

## Field Description

Field Name	Description
<b>Beneficiary Name</b>	The name of the beneficiary of the Outward Guarantee.
<b>Customer Reference Number</b>	The customer reference number for the transaction.
<b>Issue Date</b>	The issue start date and end date of the Outward Guarantee.
<b>Expiry Date</b>	The expiry date range for the Outward guarantee.
<b>Undertaking Amount</b>	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.

## 31.1 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

Lookup Guarantee Reference  
000GUR21257002 [Reset](#)

Bank Guarantee Details

<b>SOA/SOB</b>	<b>SO</b>
Applicant NATIONAL FREIGHT CORP	Beneficiary Name FINNETIX
Address PKBANK7000	Address PKBANK4000
Country United Kingdom	Country United Kingdom
Undertaking Amount GBP12,000.00	Expiry Date 03 Aug 2021
Product Guarantee Issuance Reissuance upon receiving request	

[Next](#) [Cancel](#) [Back](#)

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## Field Description

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

## 31.2 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

Viewer

ATM & Branch Locator

English

Search ...

Welcome, Obdx checker  
Last login 9/3/22, 12:38 PM

Cancel Outward Guarantee  
GOODCARE PLC | \*\*\*044

Outward Guarantee Details

Charges

Attachments

Charges

Account No	Description of Charges	Amount
xxxxxxxxxxxx0017	LC Cancellation Charges	GBP 95.00
Balance GBP 9999999999991255.300.00		
Total Charges		GBP 95.00

Taxes

Account No	Description of Taxes	Amount
xxxxxxxxxxxx0017	LCTAX	GBP 5,600.00
Total Taxes		GBP 5,600.00

Commissions

Account No	Description of Commissions	Tax Amount	Percentage
xxxxxxxxxxxx0017	Guarantee issuance Commission	GBP 379.73	3
xxxxxxxxxxxx0017	Amendment Commi(Flat Amount Rate-Tired -days)	GBP 63.29	3
Total Commission		GBP 443.02	

Special Instructions

Next

Cancel

Back

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## Field Description

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

### Charges

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

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

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

<b>Total Charges</b>	Displays the total charge amount.
----------------------	-----------------------------------

### Taxes

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

Field Name	Description
<b>Description of Taxes</b>	Displays the description of taxes applicable.
<b>Amount</b>	Displays the amount of taxes.
<b>Total Taxes</b>	Displays the total tax amount.
<b>Commissions</b>	
<b>Account No</b>	Debit account number of the applicant.
<b>Description of Commissions</b>	Displays the al description of commissions charged by bank.
<b>Tax Amount</b>	Displays the amount of commission.
<b>Percentage</b>	Displays the percentage of LC charged as commission.
<b>Total Commission</b>	Displays the total commission amount.
<b>Special Instructions</b>	The special instructions that is to be provided against the transaction.

8. From the **Account No** list, 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.

### 31.3 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
<b>Drag and Drop</b>	Click to browse and select the file to be uploaded or drag and drop the file to be uploaded.  <b>Note:</b> File size should not be more than 5 MB. Supported file types: .jpeg, .png, .doc, .pdf, .txt, .zip. Multiple files can be uploaded at a time.
<b>Document Attached</b>	Displays the attached document. Displays the link to view the attached document.
<b>Document Category</b>	The category of the document to be uploaded.
<b>Document Type</b>	The type of the document to be uploaded for the selected category.
<b>Add Remarks</b>	The notes added, if any for attaching the document.

- Click **Drag and Drop Files** to browse and select the required document present on your computer. The Attach Document popup window appears.
- Select the required document present on your computer to upload.
- From the **Document Category** select the appropriate option.
- From the **Document Type** select the appropriate option.

16. In the **Add Remarks** field add notes for attaching documents.
17. Click **Upload** to upload document. The Attach Documents tab appears along with list of attached documents.  
OR  
Click  to remove the attached document.  
OR  
Click **Delete All** to delete all the attachments.
18. Select the **Kindly Go through all the Standard Instructions**, check box.
19. Click the **Kindly Go through all the Standard Instructions** link to view the customer instructions maintained by bank from back office.
20. Select the **I accept the Terms and Conditions** check box to accept the Terms and Conditions.
21. Select the **I agree to surrender original guarantee** check box to accept the agreement to surrender the original guarantee.
22. Click **Preview Draft** Copy to have a preview of draft.
23. 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.
24. 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.
25. The success message initiation of outward guarantee cancellation appears along with the reference number. Click **OK** to complete the transaction.

---

## 32. Bank Guarantee/Stand By LC Settlement

Using this option a corporate user can settle their unsettled claims.

User can view all the available unsettled claims under Bank Guarantee and can select and click to view the details of the same. The user has also an option to indicate the amount to be settled, and source account, collaterals, and loans that can be used to settle the claim. There is an option to view the limits available to the user.

### 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 > Bank Guarantee/Stand By LC > Outward Bank Guarantee/Stand By LC > Bank Guarantee/Stand By LC Settlement*

### 32.1 Search Unsettled Claim

User can search the list existing assignment using filter Bank Guarantee Reference Number/Claim Number/Claim Date From-To/Transaction Type.

#### To search and view the unsettled claim:

1. Navigate to the **Bank Guarantee Settlement/Stand By LC** screen.

## Bank Guarantee/Stand By LC Settlement

← Bank Guarantee/Stand By LC Settlement  
GOODCARE PLC | \*\*\*044

Related Party →

24 Record(s) Filters Download Manage Columns

Filter

Claim Number	Guarantee Number	Applicant Name	Claim Date	Claim Amount	Undertaking Amount	Transaction Type
1	PK2GUIR221106212	GOODCARE PLC	Aug 31, 2022	GBP 2,000.00	GBP 2,000.00	Guarantee
1	PK2GUIR221106134	GOODCARE PLC	Dec 31, 2024	GBP 75,000.00	GBP 75,000.00	Guarantee
1	PK2GUIR221106215	GOODCARE PLC	Aug 31, 2022	GBP 2,000.00	GBP 2,000.00	Guarantee
1	PK2GUIR22110A8JJ	GOODCARE PLC	Aug 31, 2022	GBP 2,000.00	GBP 2,000.00	Guarantee
1	PK2GUIR22110A8JK	GOODCARE PLC	Aug 31, 2022	GBP 2,000.00	GBP 2,000.00	Guarantee
1	PK2GUIR22110A878	GOODCARE PLC	Jul 19, 2022	GBP 1,000.00	GBP 10,000.00	Guarantee
1	PK2GUIR22110A8KF	GOODCARE PLC	Aug 31, 2022	GBP 2,000.00	GBP 2,000.00	Guarantee
1	PK2GUIR22110A7T7	GOODCARE PLC	Aug 31, 2022	GBP 2,000.00	GBP 2,000.00	Guarantee
1	PK2GUIR22110A753	GOODCARE PLC	Aug 31, 2022	GBP 2,000.00	GBP 2,000.00	Guarantee
1	PK2GUIR22110A7DV	GOODCARE PLC	Aug 31, 2022	GBP 2,000.00	GBP 2,000.00	Guarantee
1	PK2GUIR22110A689	GOODCARE PLC	Aug 31, 2022	GBP 2,000.00	GBP 2,000.00	Guarantee

ⓘ 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.

## Field Description

Field Name	Description
<b>Related Party</b>	Select the specific party to filter the search result based on specific party.
<b>Filter</b>	Specify the Bank Guarantee Reference Number/Claim Number/Claim Date From-To/Transaction Type to search the claim.
<b>Search Results</b>	This section displays the search results.
<b>Claim Number</b>	The claim number of the lodged claim. Click the link to view the unsettled claim details.
<b>Guarantee Number</b>	The guarantee number of the guarantee against which the user has lodged the claim.
<b>Applicant Name</b>	The name of the applicant.
<b>Claim Date</b>	The date on which the claim is lodged.
<b>Claim Amount</b>	The claim amount of the bank guarantee along with the currency.

Field Name	Description
<b>Undertaking Amount</b>	The undertaking amount for the Outward Guarantee along with the currency.
<b>Transaction Type</b>	The transaction type of transaction.

2. From the **Related Parties** list, select the appropriate option.

3. In the Filter filed, enter the filter criteria, if required.

The screen appears with the search results.

4. Click the **Download** to download all or selected columns in the Export LC details list.  
You can download the list in PDF or CSV format.

5. Click on the **Manage Column** to setup a column preference by rearranging or removing columns.

6. Click the **Claim** link to view the unsettled guarantee claim details. The **Bank Guarantee Settlement** detail screen appears.

**Note:** If there is a Relationship pricing maintained for the customer, the same would be reflected in the charges instead of the standard pricing.

## Filters

## Field Description

Field Name	Description
<b>Bank Guarantee Reference Number</b>	The bank guarantee reference number of the guarantee against which the user has lodged the claim.
<b>Applicant Name</b>	The name of the applicant.
<b>Claim Number</b>	The claim number of the lodged guarantee claim.

Field Name	Description
<b>Claim Date Range - From To</b>	The start and end date of the claim.
<b>Transaction Type</b>	The transaction type of transaction.

7. Enter the filter 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.

## 32.2 Bank Guarantee Settlement - Settlement Details

To settle a Bank Guarantee Claim:

8. On Click of **Claim** link user is navigated to **Bank Guarantee Settlement – Settlement Details** tab.

### Bank Guarantee Settlement – Settlement Details

The screenshot displays the 'Bank Guarantee Settlement' page for 'GOODCARE PLC | \*\*\*Q44'. The page includes a search bar, a user profile 'Welcome, Obox checker', and a 'View Bank Guarantee Details' link. A table shows the following details:

Guarantee Reference Number	Claim Number	Undertaking Amount	Claim Amount
PK2GUIS211448501	2	GBP 950,000.00	GBP 250,000.00

On the left, a sidebar lists options: Settlement Details (selected), Forex Deals, Charges, and Attachments. The main content area shows:

- ☒ Pay with collateral (with a 'View Collateral Details' link)
- ☒ Settlement Account (with a dropdown menu showing 'xxxxxxxxxxxx0077')
- Balance: GBP 1,000,000.00 / 1,000,000.00
- ☐ Apply for Loans (with a note: '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.')
 

Utilized

Sanctioned

1,152,091.65

999,999,999.9

At the bottom right, a 'Limits' section shows a gauge for 'Available Limit' (1,000.00) and a 'Sanctioned' amount (999,999,999.9). A 'View Limit Details' link is provided. 'Next' and 'Cancel' buttons are at the bottom center. The footer contains copyright information: 'Copyright © 2006, 2020, Oracle and/or its affiliates. All rights reserved [SecurityInformation]Terms and Conditions'.

## Field Description

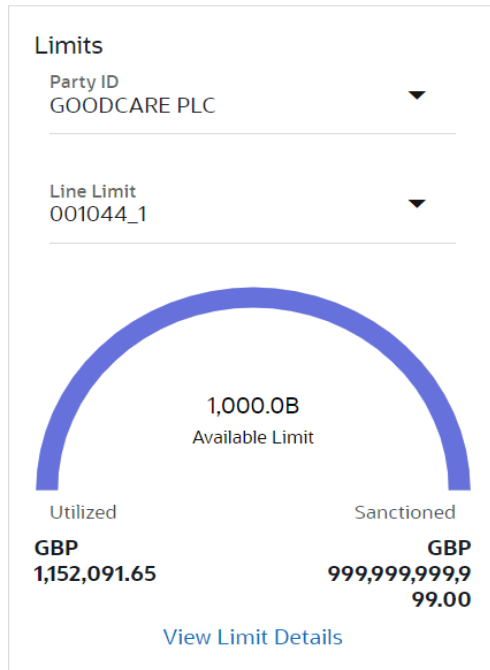
Field Name	Description
<b>Guarantee Reference Number</b>	The bank guarantee reference number of the guarantee against which the user has lodged the claim.
<b>Claim Number</b>	The claim number of the lodged guarantee claim.
<b>Undertaking Amount</b>	The undertaking amount for the Outward Guarantee along with the currency.
<b>Claim Amount</b>	The claim amount of the bank guarantee along with the currency.
<b>Settlement Details</b>	
<b>Pay with Collateral</b>	<p>The user can select this option to settle the claim using Collaterals</p> <p>Click the <a href="#">View Collateral Details</a> link to view the collateral details.</p>
<b>Settlement Account</b>	<p>Option to select a Current and Savings Account or Finances account for settlement of guarantee claim.</p> <p><b>Note:</b> The balance in CASA account should be equal or more than the equivalent amount of claim in claim's currency, which is being settled, in case of single claim being liquidated.</p>
<b>Apply for Loan</b>	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.

9. Select this **Pay With Collaterals** option to settle the collection using collaterals.
  - a. Click the [View Collateral Details](#) link. The **Collateral Details** overlay screen appears.
10. Select the **Settlement Account** option, if he wishes to use it for settlement of claim.
  - a. From the **Settlement Account** list, select the account from which the transfer needs to be made for settlement of claim.
11. Select the **Apply for Loans** option to settle the collection using loan account.
  - a. Click the [View Finance Details](#) link. The **Linked Finance Details** overlay screen appears.
  - b. From the **Loan Account** list, select the loan account from which the settlement of collection is to be done.
12. Click [View Bank Guarantee Details](#) to view the outward guarantee details.  
The **View Outward Guarantee** screen appears.
13. 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.

## Limits



## Field Description

Field Name	Description
Party ID	The party Id of the LC product.
Line Limit	Indicates the available limits for Accountee under the selected Line.

- From the **Party ID** list, select the appropriate party Id.
- From the **Line Limit** list, select the appropriate limit.  
The bottom graph appears.

## 32.3 Forex Deals

This tab allows the user to link forex deals. This tab allows the corporate user to provide a Deal Reference Number and the FX rate on the screen, when they do not have any pre-booked deal to be used or an existing deal. The user can pass these details to the bank.

Bill settlement using deal is available to maker and approver users in maker activity log and pending approval details section to re-initiate and approve the transactions respectively.



ATM & Branch Locator

Welcome, Obdx checker

Last login 11/30/22, 8:51 PM

Search ...

Bank Guarantee Settlement

GOODCARE PLC | \*\*\*044

View Bank Guarantee Details

Guarantee Reference Number

PK1GUR2125B77Q

Claim Number

1

Undertaking Amount

EUR 10,000.00

Claim Amount

EUR 10,000.00

Settlement Details

Forex Deals

Charges

Attachments

Forex Deals

Deal Reference Number

Exchange Rate

Pre Booked Forex Deals

Search...

Total Undertaking Amount						EUR 10,000.00
Forex Reference Number	Expiry Date	Exchange Rate	Sell Amount	Buy Amount	Linked Amount	
<input type="checkbox"/> PK2FXF120076A006	9/30/21	1.33	USD 148,960.00	GBP 112,000.00		
<input type="checkbox"/> PK2FXF1200764508	7/16/21	1.33	USD 2,660.00	GBP 2,000.00		
<input type="checkbox"/> PK2FXF1200767507	7/16/21	1.33	USD 2,660.00	GBP 2,000.00		
<input type="checkbox"/> PK2FXF1200766008	7/16/21	1.33	USD 101,080.00	GBP 76,000.00		
Total Selected Deals					Total Linked Amount	
0					USD 0.00	

Next


Cancel

Back

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Field Name	Description
Deal reference Number	The deal reference number of the forex deal to be entered, when pre-booked deal is not available or the user do not want to use an existing deal.
Exchange Rate	The exchange rate for the forex deal.
Total Undertaking Amount	Displays the total undertaking amount.
Forex Reference Number	The deal reference number of the forex deal.
Expiry Date	The expiry date of the forex deal.
Exchange Rate	The exchange rate for the forex deal.

Field Name	Description
<b>Sell Amount</b>	The selling amount of the deal.
<b>Buy Amount</b>	The buying amount of the deal.
<b>Linked Amount</b>	The amount to be linked in the forex deal.
<b>Total Selected Deals</b>	Displays the total selected deals.
<b>Total Linked Amount</b>	Displays the total Linked Amount.

14. In the **Deal Reference Number** field, enter the deal reference number.
15. In the **Exchange Rate** field, enter the exchange rate.
16. Enter the **Forex Reference Number** in the search field and click . The searched **Deal Reference Number** record details appear.  
OR  
Click the check box to select the required searched **Deal Reference Number** record.
17. In the **Linked Amount** field, enter the linked amount.
18. Click **Next** to save the details entered and proceeds to next level of details.  
OR  
Click **Cancel** to cancel the transaction, The Dashboard appears.  
OR  
Click **Back** to go back to previous screen.

## **32.4 Charges and Taxes tab**

This tab captures the charges and taxes for the bank guarantee claim settlement application process.

The user can select the account number from the demand deposit and corporate deposits account list that displays the account number along with the account name, account currency and account branch.

## Charges and Taxes tab

**futura bank** Search ... Welcome, Obdx checker  
Last login 11/30/22, 8:51 PM

**Bank Guarantee Settlement**  
GOODCARE PLC | \*\*\*044 [View Bank Guarantee Details](#)

Guarantee Reference Number PK2GUR21125A162	Claim Number 1	Undertaking Amount GBP 1,000.00	Claim Amount GBP 1,000.00
---	-------------------	------------------------------------	------------------------------

[Settlement Details](#)  
[Forex Deals](#)  
[Charges](#)  
[Attachments](#)

### Charges, Commissions & Taxes

#### Charges

Account No	Description of Charges	Amount
xxxxxxxxxxxx0017	LC Charges receivables	GBP 50.00
Balance : GBP 1,000,000,001,009,987,200.00		
<b>Total Charges</b>		<b>GBP 50.00</b>

#### Taxes

Account No	Description of Taxes	Amount
xxxxxxxxxxxx0017	LCTAX	GBP 80.00
Balance : GBP 1,000,000,001,009,987,200.00		
xxxxxxxxxxxx0017	LCTAX1	GBP 4.00
Balance : GBP 1,000,000,001,009,987,200.00		
xxxxxxxxxxxx0017	LCTAX2	GBP 0.14
Balance : GBP 1,000,000,001,009,987,200.00		
<b>Total Taxes</b>		<b>GBP 84.14</b>

#### Commissions

Account No	Description of Commissions	Amount
No data to display.		

[Next](#) [Cancel](#) [Back](#)

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## Field Description

Field Name	Description
<b>Charges</b>	
<b>Account No</b>	The account which will be charged for the specific charge.
<b>Balance</b>	The balance in the account which will be charged.
<b>Description of Charges</b>	The description of the charges.
<b>Amount</b>	The amount that is maintained under the charge.

Field Name	Description
<b>Total Charges</b>	Displays the total charge that will be levied in the transaction.
<b>Taxes</b>	
<b>Account No.</b>	The account to be earmarked for taking the Taxes.
<b>Description of Taxes</b>	Displays the description charges applicable.
<b>Amount</b>	Displays the amount of taxes.
<b>Total Taxes</b>	Displays the total tax amount.

16. In the **Charges& Taxes** section, select the appropriate account, from the **Account No.** list

17. Click **Next** to save the entered details and proceed to the next level.

OR

Click the **Attachments** tab.

OR

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

OR

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

---

**Note:** If there is a Relationship pricing maintained for the customer, the same would be reflected in the charges instead of the standard pricing.

---

## 32.5 Attachments tab

The user can attach documents to the settlement in this tab.

**To Attach Documents:**

## Attachments tab

ATM & Branch Locator English

futura bank Search ... Welcome, Obdx checker Last login 11/30/22, 8:51 PM

Bank Guarantee Settlement  
GOODCARE PLC | \*\*\*044

View Bank Guarantee Details

Guarantee Reference Number	Claim Number	Undertaking Amount	Claim Amount
PK2GUR21125A162	1	GBP 1,000.00	GBP 1,000.00

Settlement Details  
Forex Deals  
Charges  
Attachments

**Attachments**

**Drag and Drop**  
Select or drop files here.

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.

GuaranteeClaim.txt GUARANTEE Aadhar Card Add Remarks

Upload Delete All


☒ Kindly go through all the Standard Instructions

☒ I accept the Terms & Conditions

Submit Cancel Back


Copyright © 2006, 2020, Oracle and/or its affiliates. All rights reserved. [SecurityInformation] Terms and Conditions

## Field Description

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

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

19. Select the required document present on your computer to upload.

20. Click **Upload** to upload document. The Attach Documents tab appears along with list of attached documents.  
OR  
Click  to remove the attached document.  
OR  
Click **Delete All** to delete all the attachments.
21. Select the **Kindly Go through all the Standard Instructions**, check box.
22. Click the **Kindly Go through all the Standard Instructions** link to view the customer instructions maintained by bank from back office.
23. Read the **I accept the Terms and Conditions** by clicking on the hyperlink and click on check box to accept the Terms and Conditions.
24. Click **Preview** to have a preview of draft.
25. Click **Submit**.  
OR  
Click **Cancel** to cancel the transaction, The **Dashboard** appears.  
OR  
Click **Back** to go back to previous screen.
26. 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.
27. The success message claim settlement appears. Click **OK** to complete the transaction.

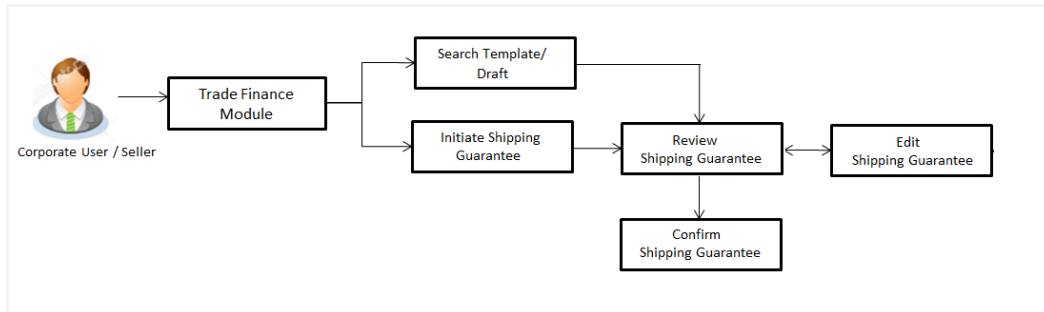
## 33. Initiate Shipping Guarantee

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*

### 33.1 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.

---

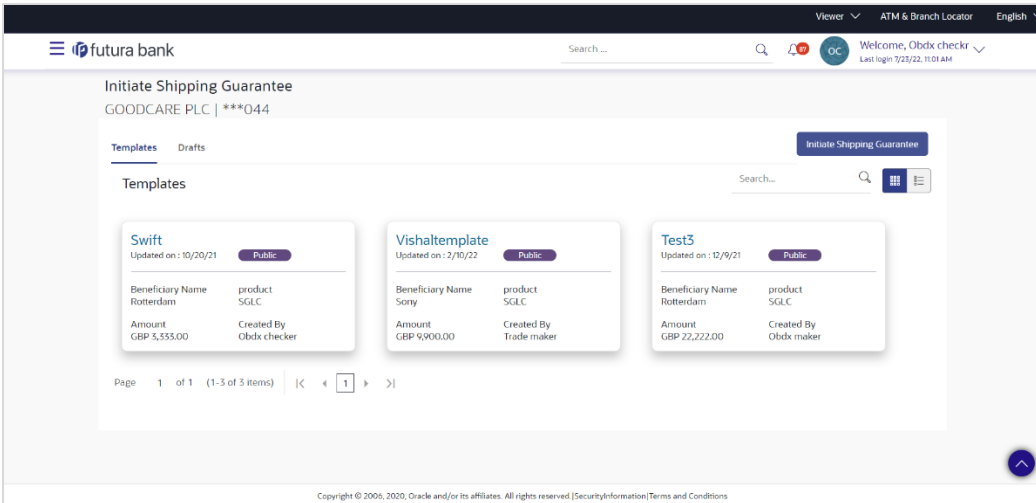
Note: Shipping Guarantee Application saved as Template can be re used any number of times for Shipping Guarantee Initiation.

---

#### 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 Results



### Field Description

Field Name	Description
<b>Search Results</b>	This section displays the search results.
<b>Template Name</b>	The name using which template is stored and can be used to initiate a shipping guarantee application.
<b>Updated On</b>	The last updated date of the template.
<b>Access Type</b>	The type of access granted to template whether it is public or private.
<b>Beneficiary Name</b>	The beneficiary name against whom shipping guarantee is to be created.
<b>Product</b>	The shipping guarantee product.
<b>Amount</b>	The shipping guarantee amount.
<b>Created by</b>	The name of the maker who created the template.

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

Click  or  to view the initiate Shipping Guarantee template as Summarized or Tabular view.




## 33.2 Search Shipping Guarantee Drafts

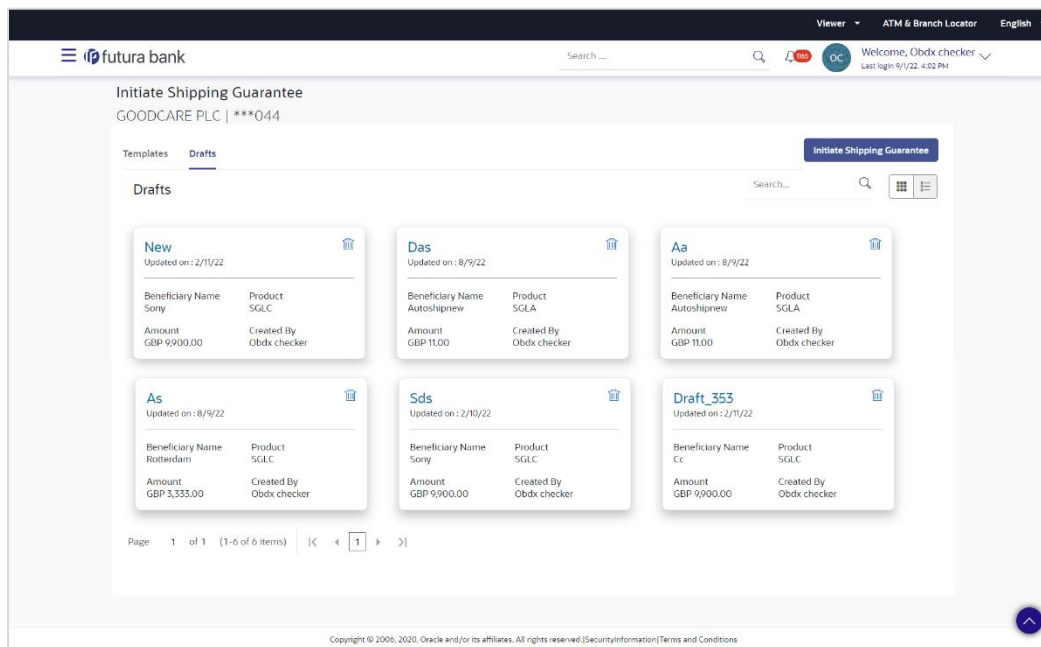
User can save shipping guarantee application as a Draft so that it can be used if required in future. User can search the saved shipping guarantee draft using Draft Name.

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 shipping guarantee drafts appears based on search criteria.

### Shipping Guarantee Draft - Search Results



The screenshot shows the 'Initiate Shipping Guarantee' page on the futura bank portal. The page has a header with the bank logo, a search bar, and user information. The main content area is titled 'Initiate Shipping Guarantee' and shows a list of drafts under the 'Drafts' tab. Each draft card displays the draft name, update date, beneficiary name, product, amount, and the user who created it. The drafts are: 'New' (updated 2/11/22, beneficiary Sony, product SGLC, amount GBP 9,900.00), 'Das' (updated 8/9/22, beneficiary Autoshipnew, product SGLA, amount GBP 11.00), 'Aa' (updated 8/9/22, beneficiary Autoshipnew, product SGLA, amount GBP 11.00), 'As' (updated 8/9/22, beneficiary Rotterdam, product SGLC, amount GBP 3,333.00), 'Sds' (updated 2/10/22, beneficiary Sony, product SGLC, amount GBP 9,900.00), and 'Draft\_353' (updated 2/11/22, beneficiary Cc, product SGLC, amount GBP 9,900.00). A pagination bar at the bottom shows 'Page 1 of 1 (1-6 of 6 items)'.

### Field Description

Field Name	Description
Search Results	This section displays the search results.
Draft Name	The name of the shipping guarantee application saved as draft.
Updated On On	The date on which the draft was saved.
Beneficiary Name	The beneficiary name against whom shipping guarantee is to be created.
Product	The Islamic shipping guarantee product.

Field Name	Description
<b>Amount</b>	The Islamic shipping guarantee amount.
<b>Created by</b>	The name of the maker who created the template.
<b>Access Type</b>	The type of access granted to template whether it is public or private.
<b>Template Name</b>	The name using which template is stored and can be used to initiate a shipping guarantee application.

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

### **33.3 Initiate a Shipping Guarantee**

Using this option, you can initiate a shipping guarantee in the application. To initiate a shipping guarantee in the application, you must enter details such as, Shipping Guarantee Details, Shipment Details, Linkages, Instructions, and Attachments etc.

To initiate shipping guarantee:

1. Click **Initiate Shipping Guarantee** on **Initiate Shipping Guarantee** screen.

## Initiate Shipping Guarantee

**Initiate Shipping Guarantee**  
GOODCARE PLC | \*\*\*044

**Shipping Guarantee Details** [View Limits](#)

**Issue Under**  
☐ LC ☒ Collection

**Applicant Details**  
 Applicant Name: GOODCARE PLC  
 Address: 12 King Street, lane no 4, London, United Kingdom

**Beneficiary Details**  
☒ Existing ☐ New  
 Beneficiary Name: Test  
 Address: Kolkata, India  
 Select Product: Shipping Guarantee  
 Date of Expiry: 4/30/2023

**Shipping Guarantee Amount**  
 GBP 1,000.00

Customer Reference Number

Next Save As Draft Cancel

Hey, I am here to help if you need it!

## Field Description

Field Name	Description
<b>Issue Under</b>	Indicates whether the shipping is initiated under LC or Collection. The options are: <ul style="list-style-type: none"> <li>LC</li> <li>Collection</li> </ul>
<b>Lookup LC Reference No.</b>	Indicates option to select the LC reference number. This field appears if you select <b>LC</b> option in the <b>Issue Under</b> filed.

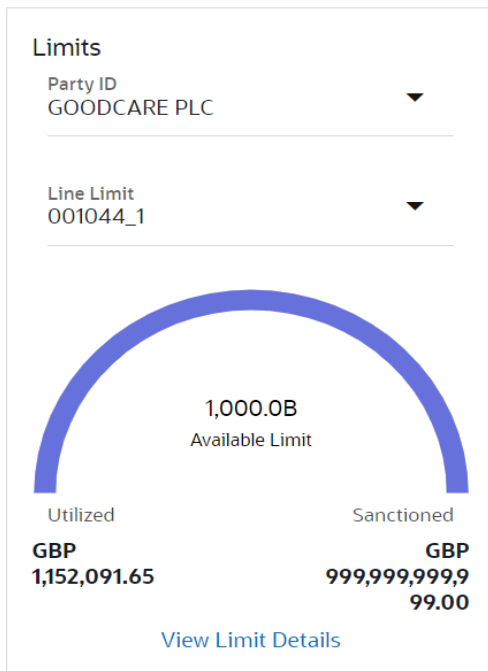
Field Name	Description
<b>Advanced Lookup</b>	
Below fields appear if you click Advanced lookup link.	
<b>Applicant Name</b>	The name of the applicant.
<b>Beneficiary Name</b>	The beneficiary name.
<b>Status</b>	The Status of the LC.
<b>LC Amount Range From -To</b>	The LC amount range.
<b>Advanced Lookup Search Results</b>	Below fields appear if you click <b>Advanced lookup</b> link.
<b>LC Number</b>	The searched LC reference number.
<b>Beneficiary Name</b>	The name of the beneficiary.
<b>Issue Date</b>	The issue date of LC.
<b>Date of Expiry</b>	The start date range and end date the LC gets expired.
<b>LC Status</b>	The status of the LC.
<b>LC Amount</b>	Indicates the amount for the Letter of Credit along with the currency under which the LC is issued.
<b>Outstanding Amount</b>	This field specifies any outstanding amount available along with the currency.
<b>Applicant Details</b>	
Below applicant related fields appear if you select <b>Collection</b> option in the <b>Issue Under</b> filed.	
<b>Applicant Name</b>	The name of applying party.
<b>Address</b>	The address of applying party.
<b>Country</b>	The country of applying party.
<b>Date of Application</b>	Application date when Bill has to be initiated.

Field Name	Description
<b>Beneficiary Details</b>	
<b>Beneficiary Type</b>	Indicates beneficiary party type. The options are: <ul style="list-style-type: none"> <li>Existing</li> <li>New</li> </ul>
<b>Beneficiary Name</b>	The name of beneficiary party.
<b>Address</b>	The address of beneficiary party. This field is enabled only if the <b>New</b> option is selected in the <b>Beneficiary Type</b> field.
<b>Country</b>	The country of beneficiary party. This field is enabled only if the <b>New</b> option is selected in the <b>Beneficiary Type</b> field.
<b>Product Details</b>	
<b>Select Product</b>	The product type as coming from Host.
<b>Date of Expiry</b>	The expiry date of the guarantee. The expiry date must be later than the application date.
<b>Shipping Guarantee Amount</b>	The shipping guarantee amount along with the currency.
<b>Customer Reference Number</b>	The customer reference number.
<b>Limits</b>	Indicates the available limits for applicant under the selected Line.  The limit details are also represented in a graphical manner with available, sanctioned and utilized limit details for the users.
<b>View Limit Details</b>	Click the link to open the Facility Summary screen.

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. 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.

## Limits



## Field Description

Field Name	Description
<b>Party ID</b>	The party Id of the LC product.
<b>Line Limit</b>	Indicates the available limits for Accountee 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.  
The bottom graph appears.
- 4. 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.
- 5. From the **Select Product** list, select the appropriate option.
- 6. In the **Date of Expiry** field, select the expiry date of the shipping guarantee.
- 7. From the **Currency** list, select the appropriate currency for the guarantee.
- 8. In the **Shipping Guarantee Amount** field, enter the amount for the guarantee.
- 9. In the **Customer Reference Number** field, enter the customer reference number.
- 10. Click **Next** 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.

### 33.3.1 **Initiate Shipping Guarantee – Goods and Shipment Details tab**

This tab includes the shipment details of the Guarantee application.

## Initiate Shipping Guarantee – Goods and Shipment Details tab

Shipping Guarantee Details  
GOODCARE PLC | \*\*\*044

- Shipping Guarantee Details
- Goods and Shipment Details**
- Linkages
- Charges,commission and Taxes
- Instructions and Attachments

Shipment Date: 05 May 2021

Transportation Mode: Air

Port of loading/ Airport of Departure: depart

Port of discharge/ Airport of Destination: discharge

Carrier name: carr

Cargo Arrival Details: cargo

Bill of lading: bill

Shipment Marks: mark

Shipment Agent Name: agent

Description of Goods & Services

	Goods Description	Quantity	Cost/Unit	Gross Amount
1	from good desc	11	100	1100
	UPLD_GOOD_1			

+ Add Goods

Shipment Guarantee Detail: detail

Next Save As Draft Cancel Back

Limits  
Party ID:GOODCARE PLC  
Limit:001044\_1  
Reset  
USD0.00B  
Available Limit  
Utilized: GBP209,202.00  
Sanctioned: GBP999,999,999.00  
View Limit Details

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## Field Description

Field Name	Description
<b>Shipment Date</b>	<p>The latest date for shipment loading goods on board/dispatch/taking in charge.</p> <p>The Latest Date for Shipment should not be later than the Guarantee Expiry Date.</p> <p>Note: It is mandatory to enter the values either in the <b>Latest Shipment Date</b> or <b>Shipment Period</b> field.</p>
<b>Transportation Mode</b>	Indicates which mode of transportation is to be used i.e. Air, Sea, Road, Rail, Multimodal etc.



Field Name	Description
<b>Port of Loading/ Airport of Departure</b>	The place of dispatch or taking in charge of the goods or loading on board.
<b>Port of Discharge/ Airport of Destination</b>	The port of discharge.
<b>Carrier Name</b>	The carrier name that carries the shipment.
<b>Carrier Arrival Details</b>	The arrival details of the shipment.
<b>Bill of Lading</b>	The bill of lading of goods.
<b>Shipment Marks</b>	The shipment marks.
<b>Shipment Agent Name</b>	The name of the shipping agent.
<b>Description of Goods &amp; Services</b>	
<b>SR No</b>	Serial Number.
<b>Goods</b>	The type of good being shipped has to be chosen.
<b>Goods Description</b>	The description about the goods.
<b>Quantity</b>	The number of units of the good covered under the Guarantee.
<b>Cost/ Unit</b>	The price per unit of the good covered under the Guarantee.
<b>Gross Amount</b>	The gross amount of goods.
<b>Shipping Guarantee Details</b>	The details of the shipment.

11. In the **Shipment Date** field, enter the latest shipment date for loading goods on board/ dispatch/ taking in charge.
12. From the **Transportation Mode** select the appropriate option.
13. In the **Port of Loading/ Airport of Departure** field, enter the port of dispatch or taking in charge of the goods or loading on board.

14. In the **Port of Discharge/ Airport of Destination** field, enter the port of discharge of the goods.
15. In the **Carrier Name** field, enter the name of the shipping carrier.
16. In the **Carrier Arrival Details** field, enter the details of the shipping carrier arrival.
17. In the **Bill of Lading** field, enter the bill of lading details.
18. In the **Shipment Marks** field, enter the shipment marks.
19. In the **Shipment Agent Name** field, enter the name of the shipping agent.
20. In the **Description of Goods & Services** section,
  - 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.
21. In the **Shipping guarantee Details** field, enter the details of shipping guarantee.
22. 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.

### 33.3.2 Initiate Shipping Guarantee - Linkages tab

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

## Initiate Shipping Guarantee - Linkages tab

↑

Initiate Shipping Guarantee

GOODCARE PLC | \*\*\*044

Shipping Guarantee Details

Goods and Shipment Detail

**Linkages**

Charges, Commissions & Ta

Instructions and Attachmen

Linkages

Cash Collateral Linkages

Currency

GBP

Description

Cash Collateral Amount

Collateral Amount

GBP 450.00

Percent

45

Reset

Sr. No.	Account Number	Contribution Amount for Collateral	Contribution Percentage	Exchange Rate
1	xxxxxxxxxxx3021	GBP 225.00	50	1

+ Add Account

Total Collateral Amount

GBP 0.00

Select Deposits

Sr. No.	Account Number	Amount	Amount in Transactional Currency	Maturity Date
1	xxxxxxxxxxx0	GBP 10.00	10.00	4/20/23

+ Add Account

Total

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

Next

Save As Draft

Cancel

Back

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## Field Description

Field Name	Description
<b>Cash Collateral Linkages</b>	
<b>Note:</b> Multiple lines for Collateral details to be supported as multiple Collateral accounts can be used.	
<b>Currency</b>	<p>The contract currency of cash collateral as maintained at back office.</p> <p>The user can change the currency.</p>
<b>Description</b>	The description of collateral linkage.
<b>Percent</b>	Percentage value is the total Cash Collateral Percentage maintained under the Shipping Guarantee.

Field Name	Description
<b>Collateral Amount</b>	Amount to be used as Collateral for LC. The Collateral Amount gets calculated by the system, when the user enters the value in <b>Percent</b> field.
<b>Sr. No.</b>	The serial number of the schedule record.
<b>Account Number</b>	The accounts that are mapped to the user.
<b>Contribution Amount for Collateral</b>	The amount to be used from the selected account towards the collateral. The <b>Contribution Amount for Collateral</b> gets calculated by the system, when the user enters the value in <b>Contribution Percentage</b> field.
<b>Contribution Percentage</b>	Percentage of the total collateral to be taken from the selected account. Percentage of contribution gets calculated by the system, when the user enters the value in <b>Contribution Amount for Collateral</b> field.
<b>Exchange Rate</b>	If the selected account is in another currency from that of contract's currency the exchange rate between them is to be displayed.
<b>Contribution amount in Account currency</b>	The amount to be contributed from selected account in the account's currency.
<b>Total Collateral Amount</b>	The total collateral amount is the sum of all the Contribution Amount for Collateral.
<b>Select Deposits</b>	
<b>Sr. No.</b>	The serial number of the schedule record.
<b>Account Number</b>	The deposit account that is to be mapped to the transaction.
<b>Amount</b>	The amount that is to be linked for the transaction, and partial linkages to be supported.
<b>Amount in Transactional Currency</b>	The tentative equivalent amount in transactional currency.
<b>Maturity Date</b>	The maturity date of the deposit.
<b>Total Deposit Amount</b>	The total deposit amount.

23. In the **Cash Collateral Linkages** section, enter the value for **Percent**. The system fetches the value in **Collateral Amount** field.  
Click **Reset** if you want to change the value.
- a. From the **Account Number** list, select the appropriate account that is to be mapped to the transaction.
  - b. In the **Contribution Amount for Collateral** field, enter the amount.
24. In the **Select Deposits** section, select the appropriate deposit account that is to be mapped to the transaction from the **Account Number** list.
- a. In the **Amount** field, enter the amount that is to be linked for the transaction.
25. 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.

### 33.3.3 Initiate Shipping Guarantee – Charges, Commissions and Taxes

Initiate Shipping Guarantee  
GOODCARE PLC | \*\*\*044

Shipping Guarantee Details  
Goods and Shipment Details  
Linkages  
**Charges, commission and Taxes**  
Instructions and Attachments

**Charges**

Account No	Description of Charges	Amount
xxxxxxxxxxxx0017	COURIER CHARGES FOR LC ISSUE	GBP 121.00
xxxxxxxxxxxx0017	LC Charges receivables	GBP 50.00
xxxxxxxxxxxx0017	SWIFT CHARGES FOR LC ISSUE	GBP 50.00
<b>Total Charges</b>		<b>GBP 221.00</b>

**Taxes**

Account No	Description of Taxes	Amount
xxxxxxxxxxxx1039	LCTAX	GBP 266.64
xxxxxxxxxxxx1039	LCTAX1	GBP 4.00
xxxxxxxxxxxx1039	LCTAX2	GBP 10.00
<b>Total Taxes</b>		<b>GBP 280.64</b>

**Commissions**

Account No	Description of Commissions	Tax Amount	Percentage
xxxxxxxxxxxx1039	Shipping Gurantee issuance Commission	GBP 199.98	1
<b>Total Commission</b>		<b>GBP 199.98</b>	

Note: Relationship Pricing is given for this transaction.

Next Save As Draft Cancel Back

#### Field Description

Field Name	Description
<b>Charges</b>	
<b>Account No</b>	The account number for levying Cancellation Charges / Advice Charges.
<b>Description of Charges</b>	Displays the reason of charges levied for various Guarantee related processes.
<b>Amount</b>	Displays the amount charged for the various processes.
<b>Total Charges</b>	Displays the total charge amount.

Field Name	Description
<b>Taxes</b>	
<b>Account No</b>	The account number for taxes.
<b>Description of Taxes</b>	Displays the description of charges applicable.
<b>Amount</b>	Displays the amount of taxes.
<b>Total Taxes</b>	Displays the total tax amount.
<b>Commission</b>	
<b>Account No</b>	The account number for commission.
<b>Description of Commissions</b>	Displays the description of commission applicable.
<b>Commission for</b>	Displays the commission charges in terms of percentage for the issued Guarantee.
<b>Tax Amount</b>	Displays the amount charged as commission.
<b>Percentage</b>	Displays the percentage of Guarantee amount charged as commission.
<b>Total Commission</b>	Displays the total commission amount.

- 
26. From the **Account No.** list, select the appropriate account number.
  27. Click **Next** 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.

---

**Note:** If there is a Relationship pricing maintained for the customer, the same would be reflected in the charges instead of the standard pricing.

---


### 33.3.4 Initiate Shipping Guarantee - Instructions tab

This tab includes the miscellaneous information such as Advising Bank, Instructions to the bank (not forming part of guarantee).

## Field Description

Field Name	Description
<b>Special Instructions</b>	Any additional instructions that you want to give to the bank.
<b>Drag and Drop</b>	Click to browse and select the file to be uploaded or drag and drop the file to be uploaded.
<b>Document Name</b>	Displays the name of the attached documents. Displays the link to download the attached document.
<b>Document Category</b>	Displays the category of the document uploaded.
<b>Document Type</b>	Displays the type of the document uploaded.



Field Name	Description
<b>Remarks</b>	<u>Displays the notes added, if any, for attaching the document.</u>
	Click the icon to remove the attached document-
<b>Save as Template</b>	Options to save the transaction as template. The options are: <ul style="list-style-type: none"> <li>• Yes</li> <li>• No</li> </ul>
<b>Access Type</b>	Indicates the type of access for the template. The options are: <ul style="list-style-type: none"> <li>• Public</li> <li>• Private</li> </ul> <p>This field is enabled if the <b>Yes</b> option is selected in Save as Template.</p>
<b>Template Name</b>	The name using which template is stored and can be used in future.

28. In the **Special Instructions** field, enter the additional instructions that you want to give to the bank.
29. Select the **Kindly Go through all the Standard Instructions**, check box.
30. Click the **Standard Instructions** link to view the customer instructions maintained by bank from back office.
31. Click **Drag and Drop** Files to browse and select the required document present on your computer.  
The **Attach Document** popup window appears.
32. Select the required document present on your computer to upload.
33. Click **Upload** to upload document. The Attach Documents tab appears along with list of attached documents.  
OR  
Click **Delete All** to delete all the attachments.
  - 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.
34. Select the **I accept Terms and Conditions** check box to accept the Terms and Conditions.

35. Click **Submit**. The transaction is saved and the Initiate Shipping Guarantee – Verify screen appears.  
OR  
Click **Save as Draft** to save the transaction details 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.
36. 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.
37. The success message initiation of guarantee creation appears along with the reference number. Click **OK** to complete the transaction.

### **33.4 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.

---

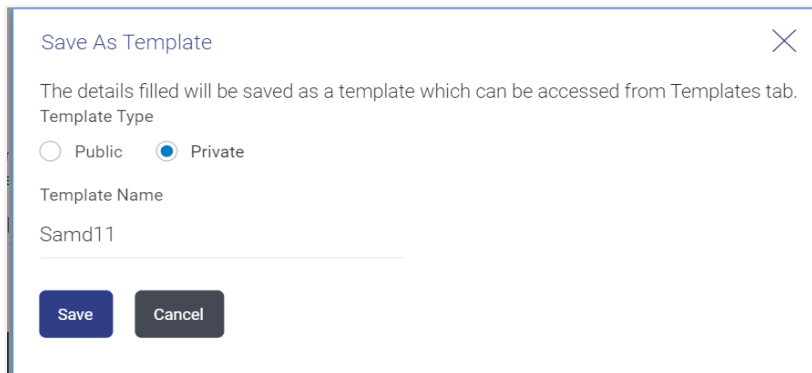
Note: User cannot save application with attached document as Template.

---

#### **To save Shipping Guarantee application as template:**

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

## Save as Template



## Field Description

Field Name	Description
<b>Template Type</b>	Indicates the type of access for the template. The options are: <ul style="list-style-type: none"><li>• <b>Public:</b> A template marked as 'Public' is visible to all the users mapped to the Party ID for which the user has created the template. All such users will only be able to view and use this template, however they will not be able to edit or delete the template. Only the creator of the template is allowed to edit or delete the template.</li><li>• <b>Private:</b> A template marked as 'Private' is available to only the creator of the template. Only creator of the template can use it while initiating Shipping Guarantee and modify or delete such template.</li></ul>
<b>Template Name</b>	Name of the template to be saved.

3. From the **Template Type** list, select the appropriate option.
4. In the **Template Name** field, enter the desired name for the template.
5. Click **Save** to save the template.  
The transaction details are saved as a template which can be access from the **Template** tab.  
OR  
Click **Cancel** to cancel the transaction. The **Dashboard** appears.

## 33.5 Save As Draft

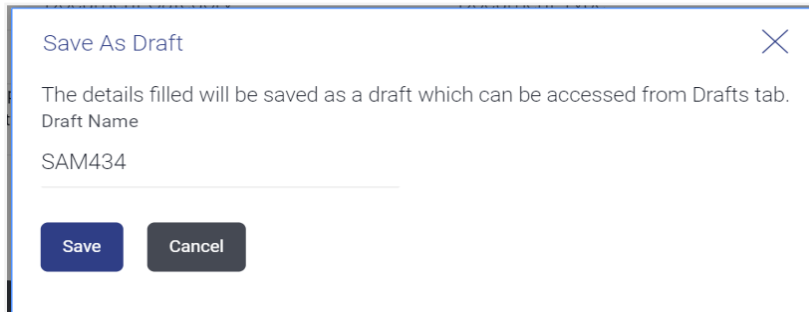
User can save Shipping Guarantee application as a Draft so that it can be used if required in future. It can be re used only one time for Shipping Guarantee Application initiation. User can search the saved Shipping Guarantee draft using the draft name in search box. The saved drafts can be accessed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

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

### To save Shipping Guarantee application as draft:

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

### Save as Draft



### Field Description

Field Name	Description
<b>Draft Name</b>	Name of the draft.

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

---

**Note:** When shipping Guarantee is linked with LC it cannot be saved as Draft, when it is not linked with LC, then it can be saved either as a draft or as a template.

---

## 34. View shipping Guarantee

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

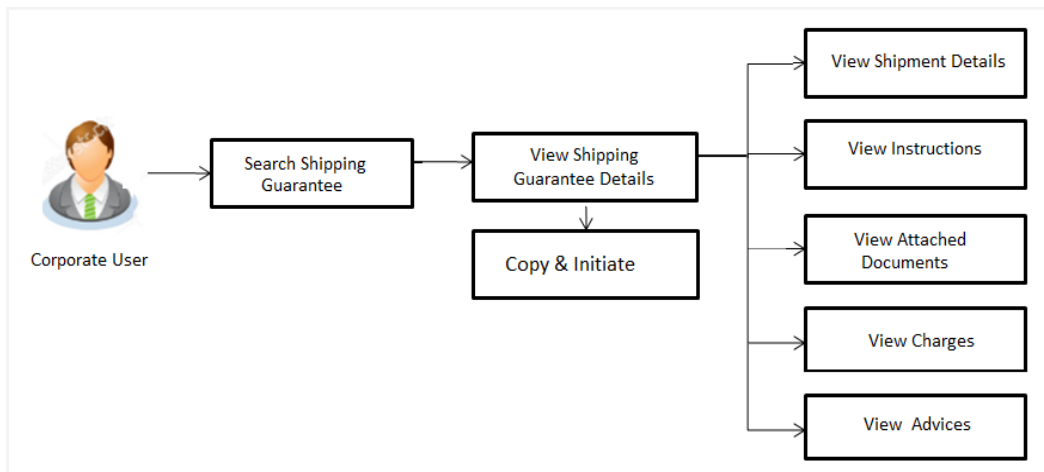
A guarantee from a lending institution ensures that the liabilities of a debtor will be met. In other words, if the applicant fails to fulfil a commitment, the lending institution will cover it. A Bank Guarantee enables user to show more credibility while doing business.

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



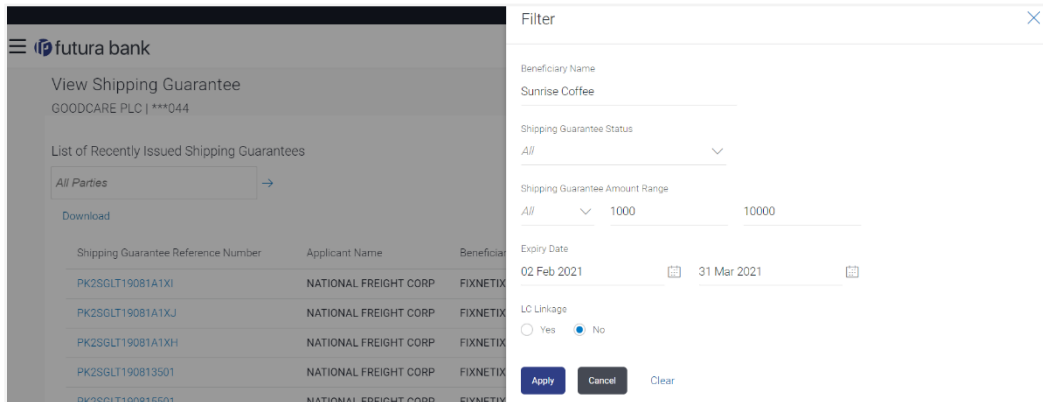
### How to reach here:

*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



The screenshot shows the 'View Shipping Guarantee' screen for 'GOODCARE PLC | \*\*\*044'. It displays a table of 'List of Recently Issued Shipping Guarantees' with columns for Reference Number, Applicant Name, and Beneficiary. A 'Filter' overlay is open on the right, showing search criteria: Beneficiary Name (Sunrise Coffee), Shipping Guarantee Status (All), Shipping Guarantee Amount Range (All, 1000, 10000), Expiry Date (02 Feb 2021 to 31 Mar 2021), and LC Linkage (No selected). Buttons for 'Apply', 'Cancel', and 'Clear' are at the bottom of the filter.

## Field Description

Field Name	Description
<b>Beneficiary Name</b>	The name of the beneficiary of the shipping guarantee.
<b>Shipping Guarantee Status</b>	The status of the shipping guarantee. The options are: <ul style="list-style-type: none"><li>• All</li><li>• Active</li><li>• Hold</li><li>• Cancelled</li><li>• Closed</li><li>• Reversed</li></ul>
<b>Currency</b>	The currency of the guarantee.
<b>Shipping Guarantee Amount From - To</b>	The shipping guarantee currency and amount range.
<b>Expiry Date</b>	The expiry date of the guarantee.

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

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 Results

**View Shipping Guarantee**  
GOODCARE PLC | \*\*\*044

21 Record(s)

Filters Download Manage Columns

Shipping Guarantee Number	Applicant Name	Beneficiary Name	Linked LC Number	Amount	Equivalent Amount	Expiry Date	Status	Cust Refe Numb
PK25GLC221109502	GOODCARE PLC	PK2WALKIN1		GBP 1,000.00	GBP 1,000.00	12/30/2022	Active	
PK25GLC221109512	GOODCARE PLC	MARKS AND SPENCER	PK2ILSN221107131	GBP 100.00	GBP 100.00	12/28/2022	Active	REFE
PK25GLC221109510	GOODCARE PLC	MARKS AND SPENCER	PK2ILSN221107111	GBP 100.00	GBP 100.00	12/28/2022	Active	REFE
PK25GLC221109514	GOODCARE PLC	MARKS AND SPENCER	PK2ILSN221107150	GBP 100.00	GBP 100.00	12/28/2022	Active	REFE
PK25GLC221109509	GOODCARE PLC	MARKS AND SPENCER		AED 100	GBP 23.81	12/28/2022	Active	REFE
PK25GLC22110A00C	GOODCARE PLC	MARKS AND SPENCER	PK2ILSN221107315	GBP 100.00	GBP 100.00	12/28/2022	Active	REFE
PK25GLC22110A00B	GOODCARE PLC	MARKS AND SPENCER	PK2ILSN221107307	GBP 100.00	GBP 100.00	12/28/2022	Active	REFE
PK25GLC221109522	GOODCARE PLC	MARKS AND SPENCER	PK2ILSN221107213	GBP 100.00	GBP 100.00	12/28/2022	Active	REFE
PK25GLC221109521	GOODCARE PLC	MARKS AND SPENCER	PK2ILSN221107203	GBP 100.00	GBP 100.00	12/28/2022	Active	REFE
PK25GLC221109517	GOODCARE PLC	PK2WALKIN1		GBP 1,000.00	GBP 1,000.00	7/19/2022	Active	
PK25GLC221109519	GOODCARE PLC	MARKS AND SPENCER	PK2ILSN221107182	GBP 100.00	GBP 100.00	12/28/2022	Active	REFE
PK25GLC221109520	GOODCARE PLC	MARKS AND SPENCER	PK2ILSN221107194	GBP 100.00	GBP 100.00	12/28/2022	Active	REFE
PK25GLC22110A002	GOODCARE PLC	MARKS AND SPENCER	PK2ILSN221107225	GBP 100.00	GBP 100.00	12/28/2022	Active	REFE

Total Equivalent Outstanding Amount GBP 303,800.00

ⓘ 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.

Hey, I am here to help if you need it!

## Field Description

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

Shipping Guarantee	The Shipping Guarantee number.
--------------------	--------------------------------

Reference Number	Displays the link to view details of the Shipping Guarantee.
------------------	--

Field Name	Description
<b>Applicant Name</b>	The name of the applicant of the shipping guarantee.
<b>Beneficiary Name</b>	Displays the name of the beneficiary of the shipping guarantee.
<b>Linked LC Number</b>	Displays the LC number if the shipping guarantee is attached to it and LC is linked to guarantee.
<b>Amount</b>	Displays the amount of the shipping guarantee.
<b>Equivalent Amount</b>	Displays the amount of the shipping guarantee.
<b>Status</b>	Displays the status of the shipping guarantee.
<b>Expiry Date</b>	Displays the expiry date of the shipping guarantee.
<b>Total Equivalent Outstanding Amount</b>	Displays the total outstanding equivalent amount in local currency.

---

**Note:** If there is a Relationship pricing maintained for the customer, the same would be reflected in the charges instead of the standard pricing.

---

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 the **Download** to download the record in selected format like PDF or CSV formats, if required.
7. Click on the **Manage Column** to setup a column preferences by rearranging or removing columns.
8. Click **Shipping Guarantee Details** tab.

## **34.1 Shipping Guarantee Details**

9. 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.



Search ...

Viewers
ATM/Branch
English

Welcome, obdx checker
Last login 22 Nov 07:48 PM

# View Shipping Guarantee

GOODCARE PLC | \*\*\*044

Guarantee Reference No.	Product	Guarantee Amount	Date of Expiry
PK25GLC211250002 <span>AC/IRG</span>	Shipping Guarantee	GBP1,200.00	04 Jun 2021

Shipping Details

Attached Documents

Charges, Commissions & Taxes

Linkages

Advices

Shipping Details

Applicant Details

Applicant Name  
GOODCARE PLC

Address  
12 King Street  
Country  
United Kingdom  
Date of Application  
05 May 2021

Product Details

Product  
Shipping Guarantee  
Date of Expiry  
04 Jun 2021

Beneficiary Details

Beneficiary Name  
MARKS AND SPENCER  
Address  
87 knights street  
Country  
United Kingdom

Shipping Guarantee Amount Details

Shipping Guarantee Amount  
GBP1,200.00

Goods & Shipment

Latest Date for Shipment

Port of Loading  
tdf

Carrier name  
vcv cv dtdfd

Shipment Marks  
vcv cv

Shipment Guarantee Detail

Transportation Mode  
Air

Port of Discharge  
tdf

Bill of lading

Shipment Agent Name

Cargo Arrival Details  
VCCV

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

Instruction

Special Instructions

Standard Instructions  
Kindly go through all the Standard Instructions [Standard Instructions](#)

Back

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

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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	

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

Field Name	Description
<b>Bill of Lading</b>	Displays the bill of lading.
<b>Shipment Marks</b>	Displays the shipment marks.
<b>Shipment Agent Name</b>	Displays the name of the shipment agent.
<b>Shipment Guarantee Details</b>	Displays the details of the shipment Guarantee.
<b>Cargo Arrival Details</b>	Displays the details of the cargo arrival.
<b>Goods</b>	Section displays the added goods for shipment.
<b>SR No</b>	Displays the serial number.
<b>Goods</b>	Displays the type of good being shipped.
<b>Description of Goods</b>	Displays the description about the goods.
<b>Units</b>	Displays the number of units of the good covered under the guarantee.
<b>Price Per Unit</b>	Displays the price per unit of the good covered under the guarantee.
<b>Instructions</b>	This tab includes the bank instruction details of the Shipment Guarantee application.
<b>Special Instructions</b>	The special instructions for the bank users.
<b>Standard Instructions</b>	
<b>Kindly Go through all the Standard Instructions</b>	View the maintained standard terms and conditions by bank.

- Click the **Standard Instructions** link to view the customer instructions maintained by bank from back office.

## 34.2 Attached Documents

You can see attached documents related to shipping guarantee here. You can also view the list of all documents uploaded by you.

11. 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.

### View Shipping Guarantee – Attached Documents tab

The screenshot displays the 'View Shipping Guarantee' interface. At the top, the 'Attached Documents' tab is active. Below it, a table lists the attached documents. The first document has a serial number of 1, a document ID of 3 (FM\_\*\*\*\*19), and is categorized as IDPROOF. The document type is also IDPROOF, and the remarks are 'adhar card'. A note below the table indicates that the file size should not exceed 5 MB and lists supported file types: .JPEG, .PNG, .DOC, .PDF, .TXT, and .ZIP. A 'Back' link is provided at the bottom of the document list.

### Field Description

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

12. 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.

---

## 34.3 Charges, Commissions and Taxes

This tab lists charges for the Shipping Guarantee.

13. Click **Charges, Commissions and Taxes** tab to view list of commissions and charges for the shipping guarantee.
14. 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

**View Shipping Guarantee**  
GOODCARE PLC | \*\*\*044

Guarantee Reference No.	Product	Guarantee Amount	Date of Expiry
PK25GLA211390003 <span style="color: green;">ACTIVE</span>	Shipping Guarantee	USD 5,000.00	6/18/21

Shipping Details  
Attached Documents  
**Charges, Commissions & Taxes**  
Linkages  
Advices

**Charges, Commissions & Taxes**

**Charges**

Account No	Description of Charges	Amount	Split Amount Borne by You	Split Amount Borne by Other Party
No data to display.				
<b>Total Charges</b>				

**Taxes**

Account No	Description of Taxes	Value Date	Amount	Equivalent Amount
xxxxxxxxxxxx0017	LCTAX	5/19/21	GBP 366.50	GBP 366.50
<b>Total Taxes</b>			GBP 366.50	

**Commissions**

Account No	Description of Commissions	Tax Amount	Split Amount Borne by You	Split Amount Borne by Other Party
<b>Total Commission</b>		GBP 50.00		

[Back](#)

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## Field Description

Field Name	Description
<b>Charges</b>	
<b>Account No</b>	Displays the account number for levying Cancellation Charges / Advice Charges.
<b>Description of Charges</b>	Displays the reason of charges levied for Various Guarantee related processes.
<b>Amount</b>	Displays the amount charged for the various processes.
<b>Split Amount Borne by You</b>	Displays the split charge amount which is to be paid by you.
<b>Split Amount Borne by Other Party</b>	Displays the split charge amount which is to be paid by other party.
<b>Total Charges</b>	Displays the total charged amount.
<b>Taxes</b>	
<b>Account No</b>	Displays the account number for taxes.
<b>Description of Charges</b>	Displays the description of taxes applicable.
<b>Value Date</b>	Displays the value date of the taxes.
<b>Amount</b>	Displays the amount of taxes.
<b>Equivalent Amount</b>	Displays the equivalent tax amount.
<b>Total Taxes</b>	Displays the total tax amount.
<b>Commission</b>	
<b>Account No</b>	Displays the account number for commissions.
<b>Description of Commissions</b>	Displays the description of commission applicable.
<b>Tax Amount</b>	Displays the amount charged as commission.

Field Name	Description
<b>Split Amount Borne by You</b>	Displays the split commission amount which is to be paid by you.
<b>Split Amount Borne by Other Party</b>	Displays the split commission amount which is to be paid by other party.
<b>Total Commission</b>	Displays the total commission amount.

---

**Note:** If there is a Relationship pricing maintained for the customer, the same would be reflected in the charges instead of the standard pricing.

---

## 34.4 Linkages tab

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

15. Click **Linkages** tab to view the linkages for the shipping guarantee.
16. The **Linkages** 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 - Linkages tab

**View Shipping Guarantee**  
 GOODCARE PLC | \*\*\*044

Guarantee Reference No. PK25GLC21125APUL <b>ACTIVE</b>	Linked to LC PK21LUN21125B6FT <b>ACTIVE</b>	Product Shipping Guarantee	Guarantee Amount GBP 10,000.00
---	--	-------------------------------	-----------------------------------

Date of Expiry  
6/4/21

Shipping Details

Attached Documents

Charges, Commissions & Taxes

**Linkages**

Advices

Linkages

Total Linkage Amount GBP 0.00

Cash Collateral Linkages

Currency GBP	Description Cash Collateral Amount
Percent 8	Collateral Amount GBP 800.00

Sr. No.	Account Number	Contribution Amount for Collateral	Contribution Percentage
No data to display.			
Total Collateral Amount			GBP 0.00

Currently, there are no deposits linked to this contract.

[Back](#)

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## Field Description

Field Name	Description
<b>Total Linkage Amount</b>	Sum of all the linkage amount.
<b>Cash Collateral Linkages</b>	
<b>Note:</b> Multiple lines for Collateral details to be supported as multiple Collateral accounts can be used.	
<b>Currency</b>	The contract currency of cash collateral as maintained at back office. The user can change the currency.
<b>Description</b>	The description of collateral linkage.
<b>Percent</b>	Percentage value is the total Cash Collateral Percentage maintained under the Shipping Guarantee.



Field Name	Description
<b>Collateral Amount</b>	The amount maintained as collateral against the Shipping Guarantee.
<b>Account Number</b>	The accounts that are mapped to the user.
<b>Contribution Amount for Collateral</b>	The amount to be used from the selected account towards the collateral.
<b>Contribution Percentage</b>	Percentage of the total collateral to be taken from the selected account.
<b>Total Collateral Amount</b>	The total collateral amount is the sum of all the Contribution Amount for Collateral.
Deposits	
<b>Deposit Number</b>	The deposit account that has to be mapped to the transaction.
<b>Linked Amount</b>	The amount that linked for the transaction, and partial linkages to be supported.
<b>Linked Amount in Transactional Currency</b>	The tentative equivalent amount in transactional currency.

## 34.5 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.

17. 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 - Advice Tab

Viewer ATM/Branch English

futura bank

Welcome, Acme Corporation Checker  
Last login 26 Feb 09:53 AM

View Shipping Guarantee  
PREETHI5 | \*\*\*153

Guarantee Reference No.	Product	Guarantee Amount	Date of Expiry
PK2SGLT190818006 <span>ACTIVE</span>	SGLT Shipping Guarantee	GBP1,000.00	26 Apr 2019

Shipping Details

Attached Documents

Charges, Commissions & Taxes

Advices

Advices

Message ID	Date	Description	Event Description	Action
<a href="#">3492060182476390</a>		Cash Collateral Advices	Booking LC or Guarantee Issue	<a href="#">Download</a>

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

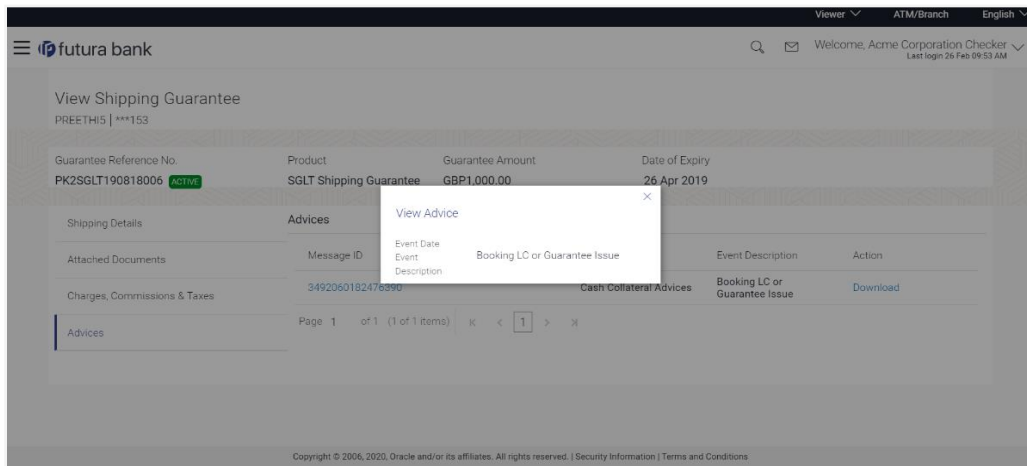
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## Field Description

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


- 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.

## Advice Details



## Field Description

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

- a. Click  to close the window.
20. Click **Back**.  
The **View Shipping Guarantee** screen appears.  
OR  
Click **Cancel** to cancel the transaction.

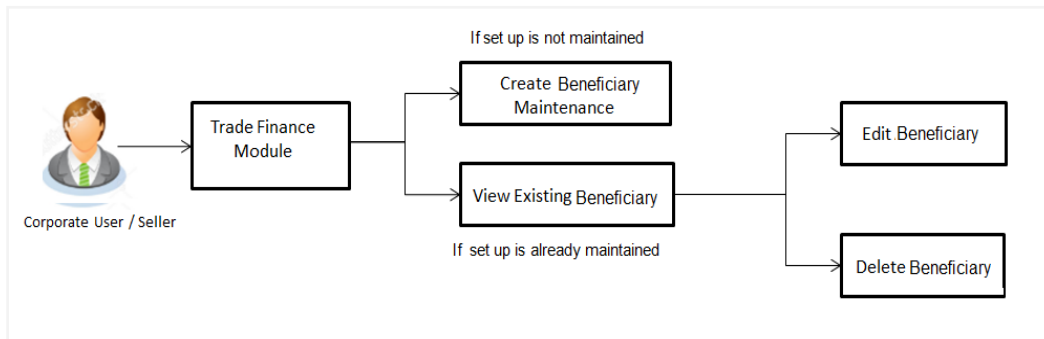
## 35. Other Party Maintenance

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*

### 35.1 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

Viewer ATM/Branch English

futura bank

Welcome, corp checker  
Last login 24 Nov 06:18 PM

Other Party Maintenance

DEV Org | \*\*\*165

Create Other Party

List of Other Parties

Search...

Sdd

Private

SWIFT Code  
-

Nickname  
sds

Applicability  
Letter Of Credit

Leo toys

Public

SWIFT Code  
CITIGB2LRRR

Nickname  
LEOTOY

Applicability  
Bills,Collections,Guarantee,Letter Of  
Credit,Shipping Guarantee

Ccsc

Public

SWIFT Code  
CITIGB2LRRR

Nickname  
libsrtecsh

Applicability  
Letter Of Credit

Cinc

Private

SWIFT Code  
CITIGB2LRRR

Nickname  
kittcovch

Applicability  
Letter Of Credit

Crnc

Public

SWIFT Code  
CITIGB2LRRR

Nickname  
lirstcsech

Applicability  
Guarantee

Jack

Private

SWIFT Code  
CITIGB2LNNN

Nickname  
wand

Applicability  
Collections,Guarantee,Letter Of Credit

Viussrinc

Private

SWIFT Code  
CITIGB2LRRR

Nickname  
lhshsrtech

Applicability  
Bills

Visseerinc

Private

SWIFT Code  
CITIGB2LRRR

Nickname  
lirstsech

Applicability  
Bills

Vivssrnc

Private

SWIFT Code  
CITIGB2LRRR

Nickname  
lirstsech

Applicability  
Bills

Page 1 of 2 (1-9 of 18 items)




< 1 2 >

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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.
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
<b>Access Type</b>	The accessibility the beneficiary recorded i.e. public or private.
<b>SWIFT Code</b>	The SWIFT code of the Beneficiary/Drawee bank.
<b>Nickname</b>	The nickname of the Beneficiary/drawee.
<b>Applicability</b>	<p>The transactions for which the beneficiary recorded are applicable. It can be either of them or combination of them, i.e. as selected :</p> <ul style="list-style-type: none"> <li>• Letter of Credit</li> <li>• Bills</li> <li>• Guarantee</li> </ul>

1. 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.

### 35.1.1 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

Viewer ATM/Branch English

futura bank

Welcome, corp checker  
Last login 24 Nov 06:18 PM

Other Party Maintenance

DEV Org | \*\*\*165

Create Other Party

List of Other Parties

Search...

Beneficiary / Drawee Name	Swift Code	Nickname	Access Type	Applicability	Type	Actions
Sdd	-	sds	Private	Letter Of Credit		
Leo toys	CITIGB2LRRR	LEOTOY	Public	Bills,Collections,Guarantee,Letter Of Credit,Shipping Guarantee		
Ccsc	CITIGB2LRRR	libstecsh	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	lihsbstrtech	Private	Bills		
Visseerinc	CITIGB2LRRR	lisretsech	Private	Bills		
Vivssmc	CITIGB2LRRR	lirstssech	Private	Bills		
Vega toys	CITIGB2LNNN	vtoys	Public	Collections,Guarantee,Letter Of Credit		

Page 1 of 2 (1-10 of 18 items) 1 2

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### 35.1.2 Other Party Maintenance - View Details

This screen allow the corporate user to view the details of other party.

#### Other Party Maintenance - View Details

Viewer ATM/Branch English

futura bank

Welcome, corp checker  
Last login 24 Nov 06:18 PM

Other Party Maintenance

Leo Toys | \*\*\*165

Edit | Delete

Other Party Name	Nickname	Bank Name	SWIFT Code
Leo Toys <span>Public</span>	LEOTOY	CITIBANK IRELAND	CITIGB2LRRR

Address  
12 tech park  
lawrance garden  
london  
Country  
INDIA  
Applicability  
Bills,Collections,Guarantee,Letter Of Credit,Shipping Guarantee

Bank Address  
CITIGB2LRRR  
glaso park 33  
new diamond area

Edit Delete Back

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## Field Description

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

<b>Other Party Name</b>	The beneficiary against whom LC/Bills/ Guarantee is created.
-------------------------	--

<b>Access Type</b>	The accessibility the beneficiary recorded i.e. public or private.
--------------------	--

<b>Nickname</b>	The nickname of the Beneficiary/drawee.
-----------------	---

<b>Bank Name</b>	The name of beneficiary bank.
------------------	-------------------------------

<b>SWIFT Code</b>	The SWIFT code of the Beneficiary/Drawee bank.
-------------------	--

### Other Party Details

<b>Address</b>	The address of beneficiary to be saved.
----------------	---

<b>Country</b>	The country of the LC beneficiary.
----------------	------------------------------------

<b>Applicability</b>	The transactions for which the beneficiary recorded are applicable.
----------------------	---

It can be either of them or combination of them, i.e. as selected :

- Letter of Credit
- Bills
- Guarantee

<b>Bank Address</b>	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.

## 35.2 Other Party - Create

To create other party:

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



## Create Other Party

Viewer ATM/Branch English

futura bank

Welcome, corp checker  
Last login 24 Nov 06:18 PM

Other Party Maintenance  
DEV Org | \*\*\*165

Beneficiary/Drawee Details

Name

John Smith

Address

20 Redwoods

ABC Complex, Example Street

Country

UNITED STATES

Nickname

John

Bank Details

SWIFT Code

ORACGB2LO00

Verify

Lookup SWIFT Code

Credit Available With

ORACGB2LO00

ORACGB2LO00

ORACGB2LO00

plot mo 23 London

Reset

Public Private

Applicability

☒ All

☒ Letter of Credit

☒ Collections

☒ Guarantee

☒ Shipping Guarantee

☒ Bills

Submit

Cancel

Back

Note

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.

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## Field Description

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

### Beneficiary/Drawee Details

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

<b>Address</b>	The address of beneficiary to be saved.
----------------	---

<b>Country</b>	The country of the beneficiary.
----------------	---------------------------------

Field Name	Description
<b>Nickname</b>	The nickname of the Beneficiary/drawee.
<b>Bank Details</b>	
<b>SWIFT Code</b>	<p>The SWIFT ID of the Beneficiary/Drawee Bank.</p> <p>Click <b>Lookup SWIFT Code</b> if required, to search and select the bank details, available in the application.</p>
<b>SWIFT code Look up</b>	
The following fields appear on a pop up window if the <b>Lookup SWIFT Code</b> link is clicked.	
<b>Swift Code</b>	The facility to lookup bank details based on SWIFT code.
<b>Bank Name</b>	The facility to search for the SWIFT code based on the bank name.
<b>Country</b>	The facility to search for the SWIFT code based on the country.
<b>City</b>	The facility to search for the SWIFT code based on city.
<b>SWIFT Code Lookup - Search Results</b>	This section displays the search results.
<b>Bank Name</b>	The names of banks as fetched on the basis of the search criteria specified.
<b>Address</b>	The complete address of each bank as fetched on the basis of the search criteria specified.
<b>SWIFT Code</b>	The list of SWIFT codes as fetched on the basis of the search criteria specified.
<b>Bank Details</b>	<p>Name and Address of the bank where credit would be available.</p> <p>This field is enabled if the <b>Bank Address</b> option is selected in the <b>Credit Available With</b> field.</p>
<b>Access Type</b>	The accessibility the beneficiary recorded will have.

Field Name	Description
<b>Applicability</b>	<p>The applicability the beneficiary recorded will have.</p> <p>The options are:</p> <ul style="list-style-type: none"> <li>• All</li> <li>• Letter of Credit</li> <li>• Collections</li> <li>• Guarantee</li> <li>• Shipping Guarantee</li> <li>• Bills</li> </ul>
<ol style="list-style-type: none"> <li>In the <b>Name</b> field, enter the name of the beneficiary.</li> <li>In the <b>Address</b> field, enter the address of the beneficiary.</li> <li>In the <b>Country</b> field, enter the country of the beneficiary.</li> <li>In the <b>Nickname</b> field, enter the nickname name of the beneficiary.</li> <li>From <b>SWIFT Code</b>, use the lookup and select the right SWIFT code. <ol style="list-style-type: none"> <li>Click <b>Verify</b> to verify the details. The beneficiary bank detail appears. OR Click <b>Reset</b> to cancel entered details.</li> </ol> </li> <li>From <b>Access Type</b> list, select the appropriate option.</li> <li>From <b>Applicability</b> list, select the appropriate options.</li> <li>Click <b>Save</b> to save the beneficiary details. OR Click <b>Back</b> to navigate to the previous screen. OR Click <b>Cancel</b> to cancel the transaction.</li> <li>The <b>Review Other Party Maintenance Details</b> screen appears. Verify the details, and click <b>Confirm</b>. OR Click <b>Cancel</b> to cancel the transaction. OR Click <b>Save As Draft</b>, system allows transaction details to be saved as a template or draft. OR Click <b>Cancel</b> to cancel the transaction. The <b>Dashboard</b> appears. OR Click <b>Back</b> to go back to previous screen.</li> <li>The success message of beneficiary creation appears along with the reference number.</li> <li>Click <b>Go to Dashboard</b>, to navigate to the <b>Dashboard</b>.</li> </ol>	

### 35.3 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' dropdowns. Below this is the 'futura bank' logo and a user greeting 'Welcome, corp checker' with a last login time. The main heading is 'Other Party Maintenance' for 'Leo Toys | \*\*\*165'. A 'Delete' link is visible. The form contains several fields: 'Other Party Name' (Leo Toys), 'Nickname' (LEOTOY), 'Bank Name' (CITIBANK IRELAND), and 'SWIFT Code' (CITIGB2LRRR). There's an 'Address' field with details like '12 tech park' and 'london'. A 'Bank Address' field shows 'CITIGB2LRRR' and 'new diamond area'. An 'Access Type' section has 'Public' and 'Private' radio buttons, with 'Public' selected. An 'Applicability' field lists 'Bills,Collections,Guarantee,Letter Of Credit,Shipping Guarantee'. At the bottom, there are four buttons: 'Save', 'Delete', 'Cancel', and 'Back'. A footer contains copyright information.

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**.

## 35.4 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

The screenshot shows the 'Other Party Maintenance' screen for 'Leo Toys | \*\*\*165'. The screen displays fields for 'Other Party Name', 'Nickname', 'Bank Name', and 'SWIFT Code'. Below these are fields for 'Address', 'Country', 'IN', 'Access Type', and 'Applicability'. A 'Delete' button is visible in the top right corner. A modal dialog box titled 'Delete Beneficiary' is overlaid on the screen, asking 'Are you sure you want to delete this Beneficiary / Drawee?' with 'Yes' and 'No' buttons.

Other Party Maintenance  
Leo Toys | \*\*\*165 [Delete](#)

Other Party Name	Nickname	Bank Name	SWIFT Code
Leo Toys <input checked="" type="radio"/> Public	LEOTOY	CITIBANK IRELAND	CITIGB2LRRR

Address  
12 tech park  
lawrance garden  
london  
Country  
IN  
Access Type  
☒ Public ☐ Private  
Applicability  
Bills,Collections,Guarantee,Letter Of Credit,Shipping Guarantee

[Save](#) [Delete](#) [Cancel](#) [Back](#)

Delete Beneficiary  
Are you sure you want to delete this Beneficiary / Drawee?  
[Yes](#) [No](#)

5. The **Other Party Maintenance** screen with the successful deletion message appears.

---

## 36. 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*

### 36.1 Additional Condition Maintenance - Create

To create Additional Condition:

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


## Create Additional Condition Maintenance

Viewer ATM/Branch English

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

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

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

- Click **Create Additional Condition** to create a new additional condition. The **Add New Condition** overlay screen appears.  
OR  
Click **Back** to go back to previous screen.  
OR  
Click **Refer Code and Description** to view the codes and its description as maintained by bank. The **Reference** overlay screen appears.

## Reference

The screenshot shows the 'Additional Conditions' screen of the Futura Bank application. The main content area has a grey background with an illustration of a man in a blue suit pointing at a large clipboard with a checklist. Below the illustration, the text reads: 'Additional Conditions', 'You do not have any additional conditions maintained for Letter of Credits. You can create and maintain Additional Conditions. 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 to refer to all the codes and description below.', and a link 'Refer Code and Description'. At the bottom are two buttons: 'Create Additional Conditions' and 'Back'.


Overlaid on the right is a 'Reference' modal window. It has a search bar with a magnifying glass icon and the text 'Search...'. Below the search bar is a table with two columns: 'Name of Condition' and 'Description of Condition'. The table is currently empty, with the text 'No data to display.' below it.

## Field Description

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

<b>Name of Condition</b>	The name of the condition.
--------------------------	----------------------------

<b>Description of Condition</b>	The description of the condition.
---------------------------------	-----------------------------------

3. In the **Search** field, enter the condition name.  
OR  
Click . The saved condition appears based on search criteria.

## 36.2 Additional Condition Maintenance - Create

To create Additional Condition:

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



## Create Additional Condition Maintenance

The screenshot shows the 'Additional Conditions Maintenance' interface. On the left, a table lists conditions with columns 'Code/Identifier' and 'Description'. The table has three rows: 'INSTRUCTION3', 'ins3edev4' (with description 'new additionalvcvc'), and 'INSTRUCTION2'. Below the table are 'Add New', 'Submit', and 'Cancel' buttons. On the right, an 'Edit Condition' modal is open, displaying the same fields: 'Select Code' (INSTRUCTION3), 'Description' (new additionalvcvc), 'Type Identifier' (ins3edev4), and 'Available to Others' (a toggle switch). The modal includes 'Save' and 'Cancel' buttons.

### Field Description

Field Name	Description
<b>Select Code</b>	The option to select the code
<b>Description</b>	The description of the code.
<b>Type Identifier</b>	User needs to provide an identifier for the description under the code.
<b>Available to Others</b>	The slider to allow the code to be visible to the users of the corporate. If it is not made available to others, this identifier would be available only for the user to use.

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**.

## 36.3 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

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

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

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


#### Additional Conditions

<b>Code/ Identifier</b>	The additional condition code
-----------------------------	-------------------------------

<b>Description</b>	The description of the code.
--------------------	------------------------------

<b>Available to Others</b>	Yes or No, if the condition was set to be available for others.
--------------------------------	---



<b>Actions</b>	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.

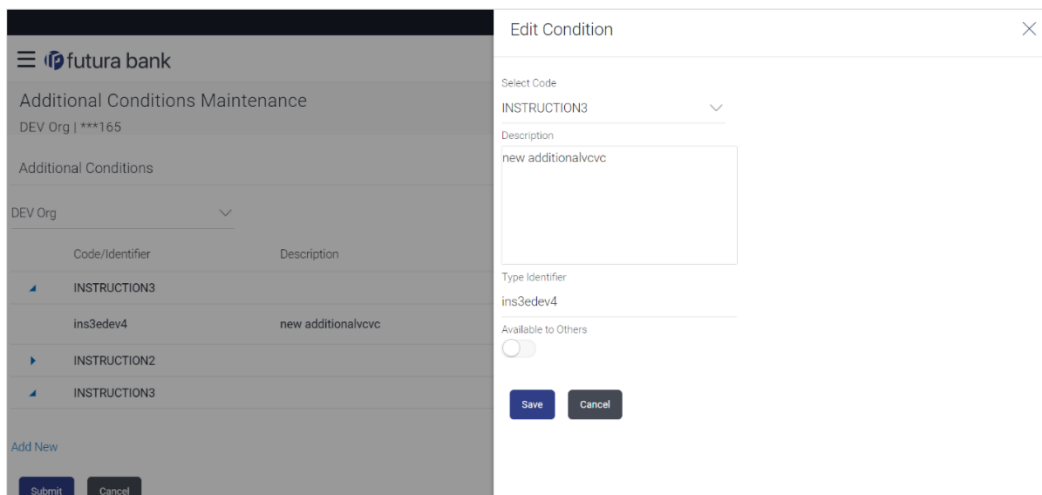
## 36.4 Additional Conditions Maintenance - Edit

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



The screenshot shows the 'Edit Condition' overlay screen. The background is the 'Additional Conditions Maintenance' screen for 'futura bank' with 'DEV Org | \*\*\*165'. It lists conditions with columns 'Code/Identifier' and 'Description'. The overlay has the following fields:

- Select Code:** INSTRUCTION3
- Description:** new additionalvcvc
- Type Identifier:** ins3edev4
- Available to Others:** ☐
- Buttons:** Save, Cancel


5. Update the required details.
6. Click **Save** to save the details.  
OR  
Click **Cancel** to cancel the transaction.
7. Click **Submit**.  
The **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**

## **36.5 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.

## **36.6 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.

## 37. 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*

### 37.1 Clause Maintenance - Create

#### To create Clause:

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

#### Clause Maintenance - Create

The screenshot shows the 'Clause Maintenance' screen in the Futura Bank application. The header includes the Futura Bank logo, a search icon, and a user greeting: 'Welcome, Acme Corporation Checker' with a last login time of '22 Feb 07:46 PM'. The main form area is titled 'Clause Maintenance' and 'GOODCARE PLC | \*\*\*044'. It contains two dropdown menus: 'Party Id' with the value 'PREETHI5' and 'Select Product' with the value 'COLL - OBDX COLL Import LC Usa...'. To the right, there is a 'Document' dropdown menu with the value 'Air way Bill Docs'. At the bottom of the form are 'Submit' and 'Cancel' buttons. The footer contains copyright information: 'Copyright © 2006, 2020, Oracle and/or its affiliates. All rights reserved. | Security Information | Terms and Conditions'.

## Field Description

Field Name	Description
<b>Party Name</b>	The name of the applicant is displayed.
<b>Party ID</b>	The party Id is displayed in a masked format.
<b>Party ID</b>	The option to select the party Id for which you want to create a clause.
<b>Select Product</b>	The option to select the product
<b>Document</b>	The option to select the document.

2. From the **Party ID** list, select the party Id for which you want to create a clause.
3. From the **Select Product** lookup, select the appropriate product.
4. From the **Document** list, select the required document.
5. Click **Submit**. The **Clause Maintenance - Create** screen appears.  
OR  
Click **Cancel** to cancel the transaction. The **Dashboard** appears.

## Clause Maintenance - Create

Clause Maintenance

PREETHI5 | \*\*\*153

Party Id	Product	Document
PREETHI5	OBDX COLL Import LC Usance Non Revolving	Air way Bill Docs

**Clause Maintenance**

You do not have any clauses maintained for this product. You can create and maintain clauses 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.

[Create Clause Maintenance](#) [Back](#)

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## Field Description

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

6. Click **Create Clause Maintenance**. The **Add New Clause** overlay screen appears.  
OR  
Click **Back** to go back to previous screen.

## Clause Maintenance - Add New Clause

## Field Description

Field Name	Description
<b>Select Code</b>	The option to select the code
<b>Description</b>	The description of the code.
<b>Type of Identifier</b>	User needs to provide an identifier for the description under the code.
<b>Available to Others</b>	The slider to allow the code to be visible to the users of the corporate. If it is not made available to others, this identifier would be available only for the user to use.

7. From the **Select Code** list, select the appropriate code.
8. In the **Description** field, enter the description for the clause.

9. In the **Identifier** field, enter the identifier type for the clause.
10. Move the slider to made the clause available to others.
11. Click **Add**. The **Clause Maintenance** screen with added clause appears.  
OR  
Click **Cancel** to cancel the transaction.

## Clause Maintenance - Added Clause

The screenshot shows the 'Clause Maintenance' screen in the Futura Bank system. At the top, there's a header with the Futura Bank logo and user information: 'Welcome, Acme Corporation Checker' and 'Last login 22 Feb 07:46 PM'. Below the header, the screen displays the following details:

- Party Id:** PREETHI5
- Product:** OBDX COLL Import LC Usance Non Revolving
- Document:** Air way Bill Docs

Below these details is a table with the following columns: Clause/Identifier, Description, Available to Others, and Actions.

Clause/Identifier	Description	Available to Others	Actions
AWBCL1	new clause for awbcl1		
1123	Clause112	Yes	

At the bottom of the table, there is an 'Add New' link and three buttons: 'Submit', 'Cancel', and 'Back'.

## Field Description

Field Name	Description
<b>Party ID</b>	The selected party Id is displayed.
<b>Product</b>	The selected product is displayed.
<b>Document</b>	The selected document is displayed.
<b>Clause/ Identifier</b>	The identifier of the conditions of the documentary credit.
<b>Description</b>	The description of the selected clause.
<b>Available to Others</b>	The option to specify whether the clause will be available to others or not.
<b>Actions</b>	The action to allow the user to view, edit, duplicate and delete the clause.

12. Click ► to expand and view the clause details.  
OR  
Click the **Add New** link to add another new clause.  
OR
13. Click ⋮ to access more options, for example:
  - Click **View** to view the clause details.



- Click **Edit** to edit the clause details.
  - Click **Duplicate** to duplicate the clause details.
  - Click **Delete** to delete the clause.
  - Click **Download** to download the account structure.
- 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.
  - 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.
  - The success message along with the reference number appears. Click **Go to Dashboard**, to navigate to the **Dashboard**.

## 37.2 Clause Maintenance - View

Using this option, corporate user can view the details of any clause maintained.

**To view the clause:**

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

### Clause Maintenance

The screenshot displays the 'Clause Maintenance' interface within the Futura Bank system. The top navigation bar includes 'Viewer', 'ATM/Branch', and 'English' dropdowns. The main content area shows the 'Clause Maintenance' title and a reference number 'GOODCARE PLC | \*\*\*044'. Below this, there are three input fields: 'Party Id' with the value 'PREETH15', 'Select Product' with the value 'COLL - OBDX COLL Import LC Usa...', and 'Document' with the value 'Air way Bill Docs'. At the bottom of the form are 'Submit' and 'Cancel' buttons. The footer of the page contains the text: 'Copyright © 2006, 2020, Oracle and/or its affiliates. All rights reserved. | Security Information | Terms and Conditions'.

### Field Description

Field Name	Description
<b>Party Name</b>	The name of the applicant is displayed.
<b>Party ID</b>	The party Id is displayed in a masked format.

Field Name	Description
<b>Party ID</b>	The option to select the party Id for which you want to create a clause.
<b>Select Product</b>	The option to select the product
<b>Document</b>	The option to select the document.

2. From the **Party ID** list, select the party Id for which you want to create a clause.
3. From the **Select Product** lookup, select the product that you want to search and view.
4. Click **Submit**. The **Clause Maintenance - View** screen appears.  
OR  
Click **Cancel** to cancel the transaction. The **Dashboard** appears.

### Clause Maintenance - View

Clause Maintenance  
GOODCARE PLC | \*\*\*044

Party Id: GOODCARE PLC  
Product: Import Back to Back LC product-Advance Non Periodic  
Document: Air Way

Clause/Identifier	Description	Available to Others	Created By
AWB			
243434	New Clause for AWB	No	autocheckertfpm201
sww	sws	No	autocheckertfpm201



[Edit](#) [Cancel](#) [Back](#)

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### Field Description

Field Name	Description
<b>Party ID</b>	The selected party Id is displayed.
<b>Product</b>	The selected product is displayed.
<b>Document</b>	The selected document is displayed.
<b>Clause Maintenance</b>	
<b>Clause/ Identifier</b>	The identifier of the conditions of the documentary credit.
<b>Description</b>	The description of the selected clause.



Field Name	Description
<b>Available to Others</b>	The option to specify whether the clause will be available to others or not.
<b>Actions</b>	The action to allow the user to view, edit, duplicate and delete the clause.

5. Click  to expand and view the clause details.  
OR  
Click **Edit** to edit the additional condition details.  
OR  
Click **Cancel** to cancel the transaction. The Dashboard appears.  
OR  
Click  to access more options.

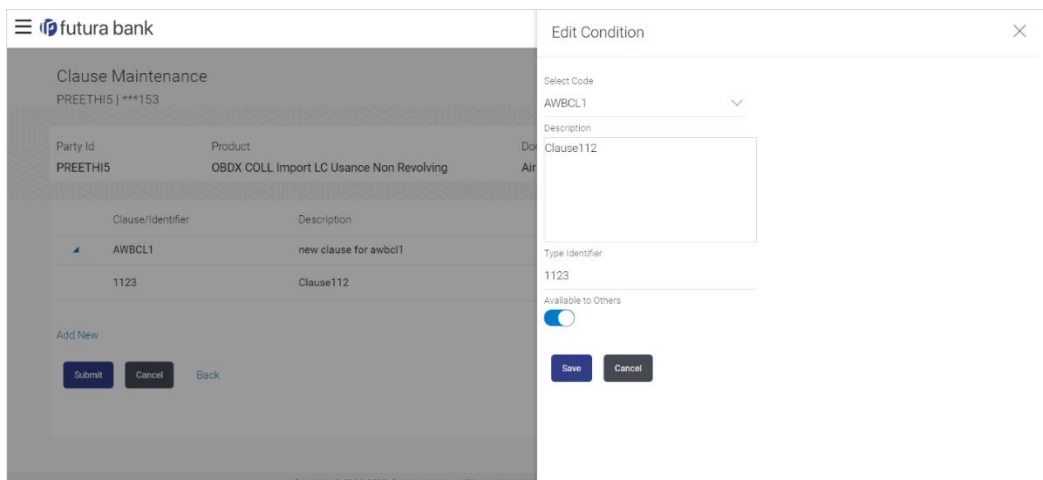
### 37.3 Clause Maintenance - Edit

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

#### To modify a clause:

1. Repeat steps 1 to 4 of **Clause Maintenance - View** section.
2. Click **Edit** to edit the clause details.
3. Click  to expand and view the clause details.
4. Click  to access more options, and then click **Edit** to edit the clause details. The **Edit Condition** overlay screen appears.

#### Clause Maintenance - Edit



The screenshot shows the 'Edit Condition' overlay screen. The background is the 'Clause Maintenance' screen for user PREETHI5. It displays a table with columns 'Clause/Identifier' and 'Description'. The table has two rows: one for 'AWBCL1' with description 'new clause for awbcl1', and another for '1123' with description 'Clause112'. The 'Edit Condition' overlay is on the right, with a title bar and a close button. It contains the following fields: 'Select Code' (dropdown menu showing 'AWBCL1'), 'Description' (text input field showing 'Clause112'), 'Type Identifier' (text input field showing '1123'), and an 'Available to Others' toggle switch which is currently turned on. At the bottom of the overlay are 'Save' and 'Cancel' buttons.


5. Update the required details.
6. Click **Save** to save the details.  
OR  
Click **Cancel** to cancel the transaction.

7. Click **Submit**. The Review screen appears. Verify the details, and click **Confirm** .  
OR  
Click **Cancel** to cancel the transaction. The **Dashboard** appears.  
OR  
Click **Back** to go back to previous screen.
8. The success message appears along with the reference number.  
Click **Go to Dashboard**, to navigate to the **Dashboard**

## **37.4 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.

## **37.5 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.

---

## 38. 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 widget 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

Search...

Application Number	Application Type	Beneficiary Name	Amount	Application Date
PK2ILCI000003864	Letter Of Credit	BeneLCPubli	GBP1,234.00	05 May 2021
PK2ILCI000003865	Letter Of Credit	BeneLCPubli	GBP1,234.00	05 May 2021
PK2ILCI000003774	Letter Of Credit	BeneLCPubli	GBP1,234.00	05 May 2021
PK2ILCI000003627	Letter Of Credit	Belgium	GBP80.00	05 May 2021
PK2ILCI000003626	Letter Of Credit	Belgium	GBP80.00	05 May 2021
PK2ILCI000003325	Letter Of Credit	Belgium	GBP1,000.00	05 May 2021

Showing 6 of 17 items

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## Field Description

Field Name	Description
<b>Search By</b>	<p>The search the application by the <b>Application Number</b> or <b>Beneficiary Name</b>.</p> <p>In case of draft applications you can search by name of the draft.</p>
<b>Filter</b>	
<b>Type</b>	<p>The option to filter the application based on type.</p> <p>The options are:</p> <ul style="list-style-type: none"> <li>• All</li> <li>• Letter of Credit</li> <li>• Bank Guarantee</li> <li>• Import LC Amendment</li> <li>• LC Amendment Customer Acceptance</li> <li>• Bill Discrepancy Customer Acceptance</li> </ul>

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

Field Name	Description
<b>Draft Name</b>	Displays the name of Draft which was used to save the application. This is applicable when application status is "Drafts".

---

2. Search or filter an application;  
In the **Search By** field, enter the **Application Number** or **Beneficiary Name** by which application is to be searched, and click .  
OR  
Click  of the filter by list, the popup showing filter options opens.
3. From the **Type** list, select the appropriate type.  
OR  
From the **Duration** list, select the duration for which the applications needs to tracked.
4. Click **Reset** to clear the criteria selected.
5. The cards of trade finance applications appear based on search criteria under respective tabs.
6. Click on the "**Draft**" tab, it opens the all applications cards with Draft status.  
Click on an application card, details screen with pre-populated details that you have already entered and saved as draft will appear, you can update those details and fill any other details required in the application form and submit it.  
OR  
Click **Cancel** to cancel the operation and to navigate back to 'Dashboard'.  
OR  
Click **Back** to navigate back to the previous screen.



## View Application Details - Draft

ATM/BranchEnglishUBS 14.3 AT3 Branch

Welcome, Psd checker  
Last login 03 Dec 02:27 PM

### Initiate Outward Guarantee

Outward Guarantee Details

Party ID  
\*\*\*382

Branch  
CASS - 892

**Applicant Details**

Applicant Name  
Sun Inc  
Address  
London Industrial Area  
Plot no 21  
Fox Road  
Country  
GREAT BRITAIN  
Date of Application  
26 Jun 2014

**Product Details**

Product  
Guarantee Issuance / Reissuance upon rece...  
Type of Guarantee  
Financial

Continue

**Beneficiary Details**

Existing New  
Beneficiary Name  
tristar inc

**Advising Bank Details**

Swift Code  
CITIIB2LXXX  
CITIBANK INTERNATIONAL LONDON  
CITIIB2LXXX  
GB  
Reset

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

Condition	Description
<input checked="" type="checkbox"/> GUARANTEE	We have been informed that you, __4__ (registered seat __) and __ (registered seat __ company registration number __) (hereinafter the Principal) have concluded a ____ contract under the reference number __ on ____ concerning the supply

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

Attachments

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

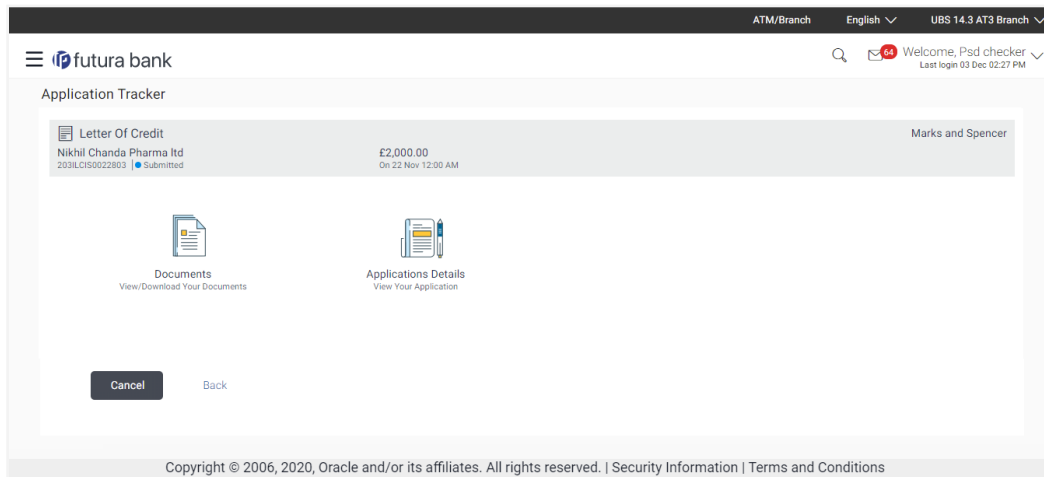
Click **"Submit"** tab, it opens the all applications widgets with **Submit** status.

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- a. Click on an application card, it opens the application details screen as 'submitted' by the customer.  
Click the **Documents (View/ Download Your Documents)** icon to view and download the documents that are submitted.  
OR  
Click the **Application Details (View Your Application)** icon to view your submitted application. Refer **Initiate LC** or **Initiate Guarantee** transactions for more details.  
OR  
Click **Close** to cancel the operation and to navigate back to 'Dashboard'.  
OR  
Click **Back** to navigate back to the previous screen.

## View Application Details - Submitted



## Field Description

Field Name	Description
<b>Application Card</b>	
<b>Type</b>	Displays the type of trade finance application that is Letter of Credit or Bill Guarantee.
<b>Party Name</b>	Displays the party name of the applicant.
<b>Application Reference Number</b>	Displays the application reference number as generated by the bank at the time the application was submitted.
<b>Status</b>	Displays the current application's progress as submitted.
<b>Amount</b>	Displays the amount for the Letter of Credit or Bill Guarantee is applied for.
<b>Submitted On</b>	Displays the date and time on which the application was submitted.

## View Submitted Application Details

Search ...

Viewer
ATM & Branch Locator
English

Application No.

PK2HL000006872

Amount

GBP111.00

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

31D

Date of Expiry

2021-12-10T00:00:00

Place of Expiry

hyd

59

New Beneficiary Name

benefMaker15

Address

add1

add2

add3

Country

32B

LC Amount

GBP 111

39C

Additional Amount Covered

39A

LC Amount Tolerance

Under (%)

10

Total Exposure

GBP 123

Above (%)

10

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

44A

Place of Taking in Charge/Dispatch from

asdf

44F

Port of Discharge/Airport of Destination

asdf

44C/44D

Shipment Date

43T

Transshipment

Allowed

44E

Port of Loading/Airport of Departure

asdf

44B

Place of Final Destination/For Transportation

asdf

Latest Shipment Date

2021-12-09T00:00:00

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

OTI60L555

SCOT BANK

OTI60L555 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

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.

### 38.1.1 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.

The transactions that are not initiated by OBDX and a clarification has been raised by mid office bankers, the same application can be seen at OBDX and the clarifications be responded, however the details of application will not be visible.

#### Pending Clarification

Clarification

GOODCARE PLC | \*\*\*044

Application No.	Amount	Created on
PK2ILCI000019754 <span>Pending Clarification</span>	GBP 1,000.00	

G

997555815987724288

Open

8/11/22, 10:54 AM

TEST

8/11/22, 10:54 AM

Send

Clear Text

Manage Documents

Attach Documents

Documents

View/Download Your Documents

Cancel

Back

## Field Description

Field Name	Description
<b>Application Card</b>	
<b>Party Name</b>	The option to select the party.
<b>Pending Clarification Card</b>	The Pending Clarification card displays the name of the card along with the other details like party name, Product name, amount and last updated date.
<b>Application No</b>	The reference no using which application was saved.
<b>Party Name</b>	The name of the party.
<b>Transaction Name</b>	The name of the transaction for which clarification s required.
<b>Beneficiary Name</b>	The name of the beneficiary.
<b>Amount</b>	The LC/ BG amount.
<b>Last Updated On</b>	The latest updated date of the clarification.

1. Select and click the Pending Clarification card whose details you want to view. The **Pending Clarification** detailed screen appears.

## Pending Clarification – Details

The screenshot displays the 'Application Tracker' interface for Futura Bank. At the top, the user is logged in as 'Welcome, Psd checker' with a last login time of 22 Nov 10:22 AM. The application details for TA5291202223334 are shown, including the product 'OBDX Import LC Sight Revolving' and an amount of '\$ 100000.00'. The application is currently in a 'Pending Clarification' state, updated on 12 Dec 2018, 10.00 a.m.

The main section shows a message from Futura Bank dated 18 March 2020, 10.20 a.m. The message states that while scrutinizing the application, certain details are missing and lists the required information: A) LCAF NO, B) IRC NO, C) TAX IDENTIFICATION NO, D) BIN, and E) H.S. CODE. A timestamp of 10 Jan 2018, 10:00 AM is also visible.

Below the message, there is a text input area for the user to provide clarification. The input area contains the following text: 'Please use the details below COMMERCIAL INVOICES, BILL OF LADING, CERTIFICATE OF ORIGIN AND PACKING LIST MUST INDICATE THE FOLLOWING - NO8463856 A) LCAF NO - 9430 B) IRC NO - TR75869 C) TAX IDENTIFICATION NO - TL87327 D) BIN - 67327 E) H.S. CODE - 0000'. There is an 'Attach Documents' button and a 'Send' button.

Below the input area, there are two more messages from Futura Bank dated 12 March 2020, 02.20 p.m. The first message states 'Few Corrections needed in the contract' and the second message states 'Further Clarification regarding the insurance policy is required'.

At the bottom, there are two buttons: 'Documents' (View / Download your documents) and 'Application Details' (View your application details). A 'Back' button is also present.

## Field Description

Field Name	Description
<b>Bank Message Window</b>	The window displays the banks message which requires clarification.
<b>Clarification Window</b>	The window in which the user writes its clarification. The user can also attach the supporting documents for clarification. Once the clarification has been provided, user will not be able to modify the clarification or provide further clarification until bank sends a revised clarification request.

Field Name	Description
<b>List of Clarifications</b>	The previous communication between the bank and the user appears as list. User can click and view the details.

2. In the **Clarification Window**, enter the clarification.
3. Click the **Attach Documents** icon to attach the supporting documents.
4. Click **Send** to send the clarification to the bank.  
OR  
Click **Clear Text** to clear the entered details.  
OR  
Click the previous clarification list to view the earlier communication.
5. Click on an application card, it opens the application details screen as 'submitted' by the customer.  
OR  
Click the **Documents (View/ Download Your Documents)** icon to view and download the documents that are submitted.  
OR  
Click the **Application Details (View Your Application)** icon to view your submitted application. Refer Initiate LC or Initiate Guarantee transactions for more details.  
OR  
Click **Close** to cancel the operation and to navigate back to 'Dashboard'.  
OR  
Click **Back** to navigate back to the previous screen.

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**Note:** Once bank accepts the clarification sent from OBDX, corporate user will receive an alert that clarification has been received and transaction will be processed if all in order.

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## **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.

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## 39. Assign 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 > Assign Proceeds*

### 39.1 Search Assignment of Proceeds

User can search the list existing assignment using filter LC Number/Currency/ LC Amount From-To/Expiry Date From-To.

#### To search the assignment of proceeds:

1. Navigate to the **Assign Proceeds** screen.



## Assign Proceeds

Related Party

498 Record(s)

Filter

LC Number	Beneficiary Name	Issue Date	Date of Expiry	LC Amount	Outstanding Amount	LC Status
PK2ELAN221109568	GOODCARE PLC	Apr 20, 2022	Aug 18, 2022	GBP 500,000.00	GBP 0.00	Assign
PK2ELAN221109556	GOODCARE PLC	Apr 20, 2022	Jul 19, 2022	GBP 10,000.00	GBP 11,000.00	Assign
PK2ELAN221109560	GOODCARE PLC	Apr 19, 2022	Apr 20, 2022	GBP 10,000.00	GBP 11,000.00	Assign
PK2ELCT221109527	GOODCARE PLC	Apr 20, 2022	Dec 28, 2022	GBP 100.00	GBP 100.00	Assign
PK2ELCT221109529	GOODCARE PLC	Apr 20, 2022	Dec 28, 2022	GBP 100.00	GBP 100.00	Assign
PK2ELAT221106528	GOODCARE PLC	Apr 20, 2022	Dec 28, 2022	GBP 100.00	GBP 0.00	Assign
PK2ELAT221106527	GOODCARE PLC	Apr 20, 2022	Dec 28, 2022	GBP 200.00	GBP 200.00	Assign
PK2ELCT221109540	GOODCARE PLC	Apr 20, 2022	Dec 28, 2022	GBP 100.00	GBP 100.00	Assign
PK2ELAT221106543	GOODCARE PLC	Apr 20, 2022	Dec 28, 2022	GBP 200.00	GBP 200.00	Assign
PK2ELAT221106541	GOODCARE PLC	Apr 20, 2022	Dec 28, 2022	GBP 100.00	GBP 0.00	Assign
PK2ELAT221106540	GOODCARE PLC	Apr 20, 2022	Dec 28, 2022	GBP 100.00	GBP 0.00	Assign
PK2ELAT221106536	GOODCARE PLC	Apr 20, 2022	Dec 28, 2022	GBP 200.00	GBP 200.00	Assign

## Field Description

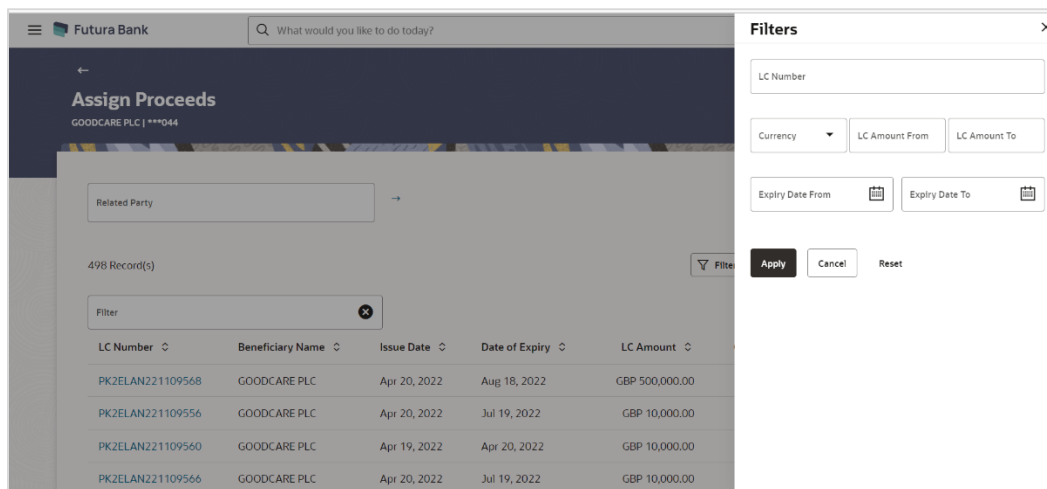
Field Name	Description
<b>Related Party</b>	Select the specific party to filter the search result based on specific party.
<b>Filter</b>	Specify the LC Number/ Applicant Name/ Beneficiary Name/ LC Amount of assignment of proceeds.
<b>Search Results</b>	This section displays the search results.
<b>LC Number</b>	The LC reference number.
<b>Beneficiary Name</b>	The beneficiary name who assigns the proceeds to assignee.
<b>Issue Date</b>	The issue date of the LC.
<b>Date of Expiry</b>	The date on which LC gets expired.
<b>LC Amount</b>	The LC amount.
<b>Outstanding Amount</b>	This field specifies any outstanding amount available along with the currency.

Field Name	Description
<b>LC Status</b>	The status of LC.

- From the **Related Parties** list, select the appropriate option.
- In the Filter filed, enter the filter criteria, if required.  
The screen appears with the search results.
- Click the **Download** to download all or selected columns in the Export LC details list.  
You can download the list in PDF or CSV format.
- Click on the **Manage Column** to setup a column preference by rearranging or removing columns.

- Click on the desired **LC Number**. The **Assign Proceeds** details screen appears. Click  to filter based on the filter criteria. The Filter overlay screen appears.

## Filters



## Field Description

Field Name	Description
<b>Filters</b>	
<b>LC Number</b>	The LC reference number.
<b>Currency</b>	The currency of the assignment of proceeds.
<b>LC Amount Range From - To</b>	Select the currency and LC amount range.



Field Name	Description
<b>Expiry Date From -To</b>	The start date range and end date the LC gets expired.
<p>7. Enter the filter criteria and click <b>Apply</b>. The search result appears based on search criteria.  OR  Click <b>Cancel</b> to cancel the search.  OR  Click <b>Reset</b> to clear the search criteria.</p>	
8. Click on the desired <b>LC Number</b> . The <b>Assign Proceeds</b> details screen appears.	

### Assign Proceeds

### Field Description

Field Name	Description
<b>Lookup LC Reference Number</b>	The LC reference number.
<b>LC Number</b>	The searched LC reference number.
<b>Product Name</b>	The name of the LC product.
<b>LC Amount</b>	Indicates the amount for the Letter of Credit along with the currency under which the LC is issued.
<b>Outstanding Amount</b>	Indicates the outstanding LC amount.

Field Name	Description
<b>Applicant</b>	Displays the LC applicant name based on the selected LC reference number.
<b>Address</b>	Displays the LC applicant address.
<b>Country</b>	Displays the country of the LC applicant.
<b>Assignee Details</b>	
<b>Assignee Name</b>	The name of the assignee to whom the proceeds is to be assigned.
<b>Assignee Amount</b>	The amount that needs to be proceeds to the assignee.
<b>Special Instructions</b>	Specify the special instructions for the bank users.

9. Click the **Add Assignee Details** link to add the assignee. The **Assign Proceeds** screen with added assignee details appear.
10. Click **Add Assignee** if you want to add more assignees.
11. Click  to modify the assignee details.  
OR  
Click  to delete the assignee details
12. In the **Special Instructions** field, enter special instructions if any.
13. Click **Submit**.  
OR  
Click **Cancel** to cancel the transaction.  
OR  
Click **Back** to navigate back to previous screen.
14. The **Assign 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.
15. The success message of assignment of proceeds submission appears. Click **Home** to go to the Trade Dashboard screen.

## 39.2 Add Assignee Details

The user can add the assignee.

**To add the assignee details:**

16. In the **Assign Proceeds** screen, click the **Add Assignee Details** link.  
The **Assignee Details** overlay screen appears.

## Add Assignee Details

The screenshot shows the 'Assign Proceeds' interface for 'GOODCARE PLC | \*\*\*044'. The main screen displays details for a 'Lookup LC Reference No' (PKZELAN221109556) and an 'Applicant' (GOODCARE PLC). A button '+ Add Assignee Details' is visible. The 'Assignee Details' modal is open, showing options for 'Assignee' (New/Existing), 'Name' (John Smith), 'Account Type' (Internal/External), 'Address' (12, GreenWoods, XYZ Street, London), 'Account Number' (\*\*\*\*\*), 'Confirm Account Number' (1002003004), 'Amount In' (Value/Percentage), 'Assignee Amount' (Required), 'Bank Details' (SWIFT Code/Name & Address), and 'Reset' buttons.

## Field Description

Field Name	Description
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### Assignee Details

<b>Assignee</b>	Option to select the type of assignee. The options are: <ul style="list-style-type: none"><li>• New</li><li>• Existing</li></ul>
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<b>Assignee Name</b>	The name of the assignee to whom the proceeds is to be assigned. This field appears if <b>Existing</b> option is selected in the <b>Assignee</b> field.
----------------------	--

Field Name	Description
<b>Name</b>	Specify the name of the assignee to whom the proceeds are to be assigned.  This field is a read only if <b>Existing</b> option is selected in the <b>Assignee</b> field.
<b>Account Type</b>	The account type of the assignee. The account types are: <ul style="list-style-type: none"> <li>• Internal</li> <li>• External</li> </ul> This field is a read only if <b>Existing</b> option is selected in the <b>Assignee</b> field.
<b>Address</b>	The LC applicant address.
<b>Account Number</b>	The account number of the assignee.  This field is a read only if <b>Existing</b> option is selected in the <b>Assignee</b> field.
<b>Currency</b>	The currency of the account of the assignee.  This field is appears if <b>Existing</b> option is selected in the <b>Assignee</b> field.
<b>Confirm Account Number</b>	Re-enter the account number to confirm.  This field is appears if <b>New</b> option is selected in the <b>Assignee</b> field.
<b>Amount in</b>	Specify the amount that needs to be proceeds to the assignee. The options are: <ul style="list-style-type: none"> <li>• Value</li> <li>• Percentage</li> </ul>
<b>Assignee Amount</b>	The user can enter the amount.  This field is appears if <b>Value</b> option is selected in the <b>Amount In</b> field.
<b>Percentage</b>	The percentage of assignee amount.  This field appears if <b>Percentage</b> option is selected in the <b>Amount</b> field.

Field Name	Description
<b>Bank Details</b>	<p>The option to select the bank details.</p> <p>The options are:</p> <ul style="list-style-type: none"> <li>• SWIFT Code</li> <li>• Name and Address</li> </ul> <p>This field appears if you select <b>External</b> option from <b>Account Type</b> field.</p>
<b>Name &amp; Address</b>	The bank address of the assignee Bank.
<b>SWIFT Code</b>	The SWIFT code of assignee Bank.
<b>Lookup SWIFT Code</b>	<p>Search and select the SWIFT code of the assignee bank, available in the application.</p> <p>This field is enabled if the <b>SWIFT Code</b> option is selected in the <b>Bank Details</b> field.</p>

#### SWIFT code Look up

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

<b>Swift Code</b>	The facility to lookup bank details based on SWIFT code.
<b>City</b>	The facility to search for the SWIFT code based on city.
<b>Bank Name</b>	The facility to search for the SWIFT code based on the bank name.
<b>SWIFT Code Lookup Search Results</b>	This section displays the SWIFT Code Lookup search results.
<b>Bank Name</b>	The names of banks as fetched based on the search criteria specified.
<b>Address</b>	The complete address of each bank as fetched on the basis of the search criteria specified.
<b>SWIFT Code</b>	The list of SWIFT codes as fetched on the basis of the search criteria specified.

17. In the **Assignee** field, select the appropriate option.


- If you select **Existing** option, select the name of the assignee from the **Assignee Name** list.
- If you select **New** option, enter the name of the assignee in the **Name** field.

- i. In the **Account Type** field, select the appropriate option.
    - ii. In the **Account Type** field, if you select **External** option, enter the Address of the assignee.
    - iii. In the **Account Number** field, enter the account number of the account of the assignee.
    - iv. Re-enter the account number in **Confirm Account Number** field, to confirm the account number.
  - c. In the **Amount In**, select the appropriate option to assign the amount.
  - d. If you select **Value** option, enter the amount to be assigned in the **Assignee Amount** field.
  - e. If you select **Percentage** option, enter the value in the **Percentage** field.
18. Select the appropriate option in **Bank Details** field, , if you have selected **External** option in the **Account Type** 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.
  - b. If you select **Name & Address** option:
    - i. In the **Name** field, enter the name of the issuing bank.
    - ii. In the **Address** field, enter the address of the issuing bank.
19. If you select **Internal** option, from the **Account Type** list, :
- 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.
20. Click **Save**.  
 The added assignee details appear as **Assignee Details** in the **Islamic Assign Proceeds**.  
 OR  
 Click **Close** to close the screen.  
 OR  
 Click **Reset** to clear the entered details.

### 39.3 Modify Assignee Details

The user can modify the assignee details.

#### To modify the assignee details:

1. Navigate to **Islamic Assign Proceeds** screen.
2. From the **LoopUp Reference No.** field, select the appropriate LC reference number.
3. Click **View**. The summary of LC appears on the **Islamic Assign Proceeds** screen.  
 OR  
 Click the **Advanced Lookup** to search the LC.
4. Click  to modify the assignee details.  
 The **Assignee Details** overlay screen appears.



## Assignee Details

The screenshot shows the Futura Bank 'Assign Proceeds' interface. The main screen displays details for 'GOODCARE PLC | \*\*\*044' and an 'LC Overview' section. The 'Assignee Details' modal is open on the right, showing fields for 'Assignee' (New/Existing), 'Name' (trade 1), 'Account Type' (Internal/External), 'Address' (20, Park Street, New York), 'Account Number' (\*\*\*\*\*), 'Confirm Account Number' (PK20011850014), 'Amount In' (Value/Percentage), 'Assignee Amount' (GBP0.00), 'Bank Details' (SWIFT Code/Name & Address), and 'Address' (CITIBANK ENGLAND, CITIGB2LNNN, london park 55, new tech area). The modal includes 'Save', 'Close', and 'Reset' buttons.

5. Edit the fields, if required.
6. Click **Save**. The modified assignee details got saved in **Assignee Details** section.  
OR  
Click **Close** to close the screen.  
OR  
Click **Reset** to clear the entered details.

## 40. Assignee Maintenance

Using this option, you can create (if maintenance is not already there), view and edit the assignee.

### 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:

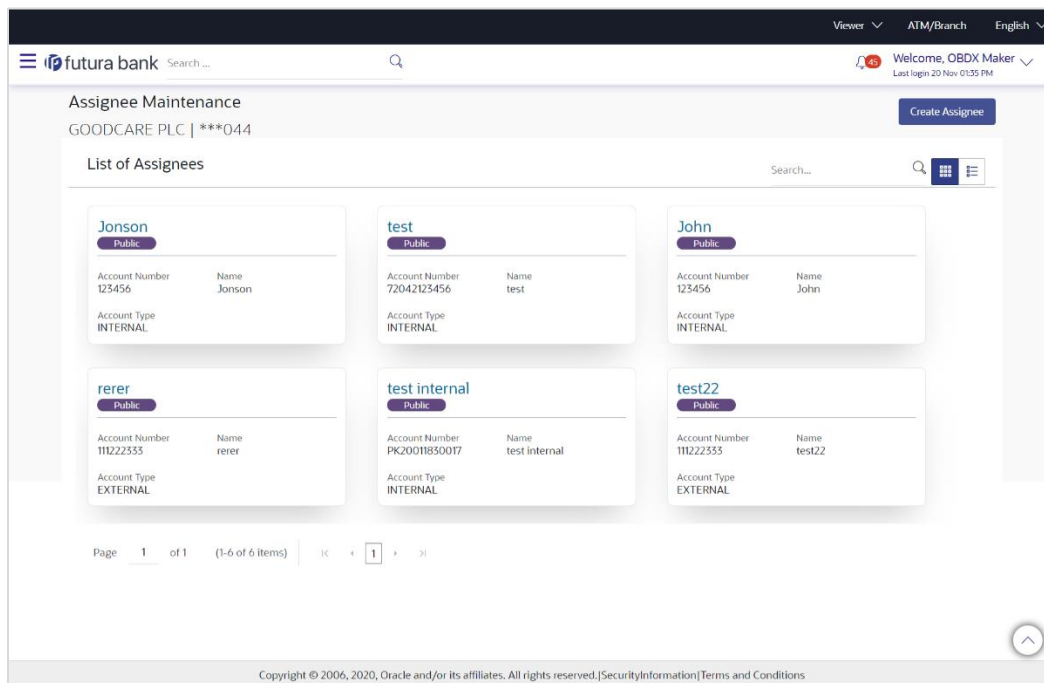
- View Assignee
- Create Assignee
- Edit Assignee
- Delete Assignee

### How to reach here:

*Dashboard > Toggle menu > Maintenance > Assignee Maintenance*

### Assignee Maintenance - Summarized View

This is a default view; the user is landed on this screen on accessing 'Assignee Maintenance' menu option. The summary of all the assignee maintained are listed with basic information of assignee. User can choose to check the complete details of a specific assignee by clicking on a card.





## Field Description

Field Name	Description
<b>Party Name</b>	The name of the applicant is displayed.
<b>Party ID</b>	The party Id of the product is displayed in a masked format.
<b>Search By</b>	Enter the name of the assignee to search and view its details. Partial search is allowed.
<b>Assignee Template Card</b>	The assignee template card displays the name of the assignee template along with the other details like account number, name of the assignee and account type.

### Assignee Template Card Details

Following details are present on each assignee Template card.

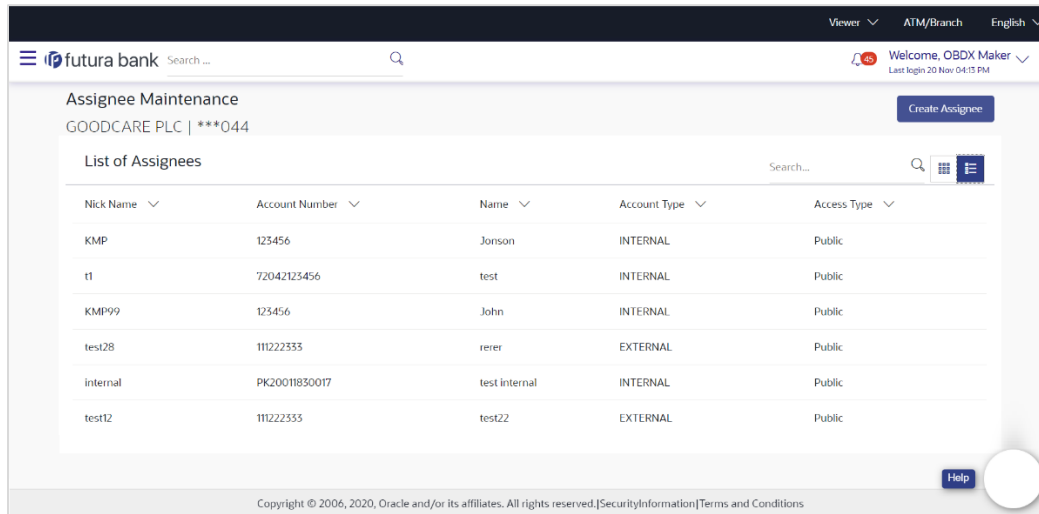
<b>Assignee Nick Name</b>	The name using which template is stored and can be used to create assignee.
<b>Access Type</b>	The access type assigned to the Assignee, that is 'Private' or 'Public'.
<b>Name</b>	The assignee name.
<b>Account Type</b>	The corresponding account type and as supported by Host.
<b>Views</b>	The user can select the view type. <ul style="list-style-type: none"><li>• Card</li><li>• Tabular</li></ul>

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

To view the assignee details in tabular form:

2. In the **Assignee Maintenance - Summary** page, click  to view the initiate Assignee template as Tabular view.  
The **Assignee Maintenance** tabular view page appears.

### Assignee Maintenance - Tabular View



Nick Name	Account Number	Name	Account Type	Access Type
KMP	123456	Jonson	INTERNAL	Public
t1	72042123456	test	INTERNAL	Public
KMP99	123456	John	INTERNAL	Public
test28	111222333	rerer	EXTERNAL	Public
internal	PK20011850017	test internal	INTERNAL	Public
test12	111222333	test22	EXTERNAL	Public

### Field Description

Field Name	Description
<b>Assignee Nick Name</b>	The name using which template is stored and can be used to create assignee.
<b>Account Number</b>	The account number of the assignee.
<b>Name</b>	The assignee name.
<b>Account Type</b>	The corresponding account type and as supported by Host.
<b>Access Type</b>	The access type assigned to the Assignee, that is 'Private' or 'Public'.

## 40.1 Assignee Maintenance - Create Assignee

Using this option, you can create an assignee in the application.

To create an assignee:

Click **Create Assignee**. The **Assignee Maintenance** screen appears.

## Assignee Maintenance - Create Assignee

Assignee Maintenance  
GOODCARE PLC | \*\*\*044

Assignee Details

Account Type  
☒ Internal ☐ External

Name  
John Smith

Currency  
USD

Account Number  
\*\*\*\*\*

Confirm Account Number  
00123456

SWIFT Code  
CITIGB2LNNN

CITIBANK ENGLAND  
london park 33  
new tech area

Nickname  
JS

Access Type  
☒ Public ☐ Private

**note**  
You can maintain new assignees and use them in your transaction at ease. You have to save them with their account details and address. You can also give them a name to identify easily.

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## Field Description

Field Name	Description
<b>Account Type</b>	The assignee account type. The options are: <ul style="list-style-type: none"><li>• Internal</li><li>• External</li></ul>
<b>Name</b>	The name the assignee.
<b>Address</b>	The bank address of the assignee Bank. This field appears if you select <b>External</b> option from <b>Account Type</b> field.
<b>Currency</b>	The currency of the assignee account.
<b>Account Number</b>	The account number of the assignee.

Field Name	Description
<b>Confirm Account Number</b>	Re-enter the account number to confirm the account.
<b>SWIFT Code</b>	The SWIFT code of assignee Bank.
<b>SWIFT code Look up</b>	
The following fields appear on a pop up window if the <b>Lookup SWIFT Code</b> link is clicked.	
<b>Swift Code</b>	The facility to lookup bank details based on SWIFT code.
<b>City</b>	The facility to search for the SWIFT code based on city.
<b>Bank Name</b>	The facility to search for the SWIFT code based on the bank name.
<b>SWIFT Code Lookup Search Results</b>	This section displays the SWIFT Code Lookup search results.
<b>Bank Name</b>	The names of banks as fetched on the basis of the search criteria specified.
<b>Address</b>	The complete address of each bank as fetched on the basis of the search criteria specified.
<b>SWIFT Code</b>	The list of SWIFT codes as fetched on the basis of the search criteria specified.
<b>Access Type</b>	Indicates the type of access for the assignee. The options are: <ul style="list-style-type: none"> <li>• Public</li> <li>• Private</li> </ul>


- From the **Account Type** list, select the appropriate option.
- In the **Name** field, enter the name of the assignee.
- From the **Currency** list, select the appropriate currency.
- In the **Account Number** field, enter the account number.
- Re-enter the account number to confirm the account.
- If you select **External** option, from the **Account Type** list:
- In the **Address** field, enter the address of the assignee.
- In the **Bank Details** field:
  - If you select **SWIFT Code** option,
    - In the **SWIFT code** field, enter the SWIFT code or select it from the lookup.
    - Click **Verify** to fetch bank details based on Bank Code.

- b. If you select **Bank Address** option:
  - iii. In the **Bank Name** field, enter the name of the issuing bank.
  - iv. In the **Address** field, enter the address of the issuing bank.
10. If you select **Internal** option, from the **Account Type** list, :
  - 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.
11. In the **Access Type** field, select the appropriate option.
12. Click **Submit**. The review screen appears.  
 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.
13. The success message of create assignee submission appears along with the status. Click **OK** to complete the transaction.

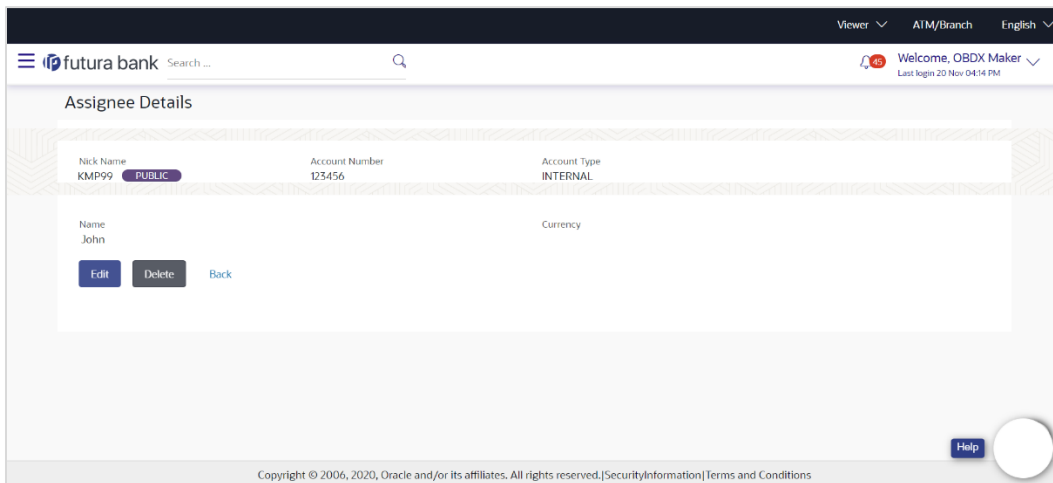
## 40.2 Assignee Details - View

User can search and view the created assignee using assignee Name.

**To view the assignee:**

1. In the **Search** field, enter the nick name/Account Number/ Name.
2. Click . The created assignee appears based on search criteria.
3. Click on the assignee card whose details you want view. The **Assignee Details** screen appears.

### View Assignee – Assignee Details



The screenshot displays the 'Assignee Details' interface. At the top, there's a navigation bar with 'futura bank' logo and a search bar. Below this, the 'Assignee Details' section shows the following information:

- Nick Name:** KMP99 (with a 'PUBLIC' tag)
- Account Number:** 123456
- Account Type:** INTERNAL
- Name:** John
- Currency:** (field is empty)

Below the details, there are three buttons: 'Edit' (blue), 'Delete' (grey), and 'Back' (blue). At the bottom right, there is a 'Help' button and a circular icon. 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
<b>Nick Name</b>	The name using which template is stored and can be used to create assignee.
<b>Access Type</b>	The access type assigned to the Assignee, that is 'Private' or 'Public'.
<b>Account Number</b>	The account number of the assignee.
<b>Account Type</b>	The corresponding account type and as supported by Host.
<b>Name</b>	The assignee name.
<b>Currency</b>	The currency of the Assignee.

6. Click **Edit** to edit the additional condition details.  
OR  
Click **Delete** to delete the transaction.  
OR  
Click **Back** to go back to previous screen.

## 40.3 Assignee Details - Edit

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

### To modify an assignee:

1. In the **Search** field, enter the nick name/Account Number/ Name.
2. Click . The created assignee appears based on search criteria.
3. Click on the assignee card whose details you want view. The **Assignee Details** screen appears.
4. Click **Edit** to edit the assignee details.



## Assignee Details - Edit

Viewer AIM/Branch English

futura bank Search ...

Welcome, OBDX Maker  
Last login 20 Nov 04:14 PM

Assignee Details

Name  
John

Account Type  
INTERNAL

Account Number  
123456

Nick Name  
KMP99

☒ Public ☐ Private

Save Cancel Back

Help

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9. Update the required details.
10. Click **Save** to save the details.  
OR  
Click **Cancel** to cancel the transaction.
11. 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.
12. The success message of edit assignee submission appears along with the status. Click **Go to Dashboard**, to navigate to the **Dashboard**

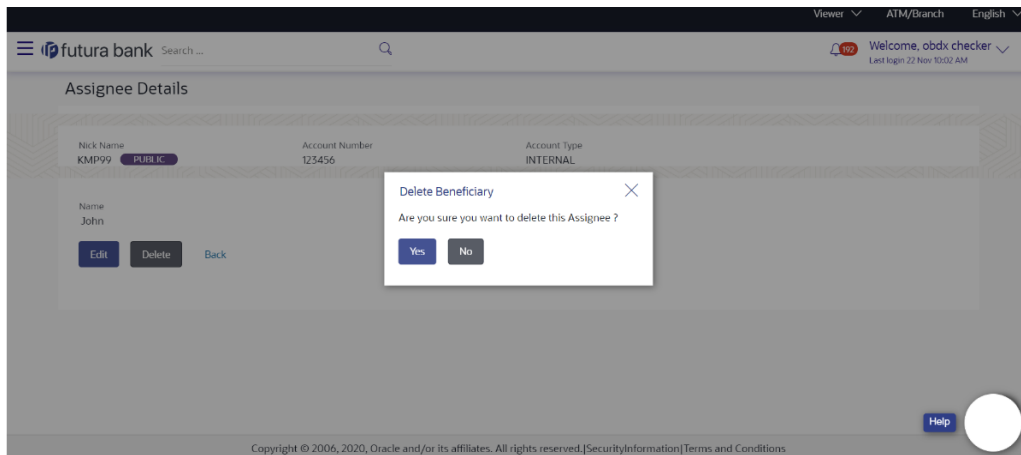
## 40.4 Assignee Details - Delete

Using this option, corporate user can search and delete an existing assignee.

### To delete an assignee:

1. Repeat steps 1 to 4 of **Assignee Details - View** section.
2. Click **Delete**. The **Delete Warning** message appears.

## Assignee Details - Delete



3. Click **Yes** to confirm the deletion.  
OR  
Click **No** to cancel the deletion process.

## 41. 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.

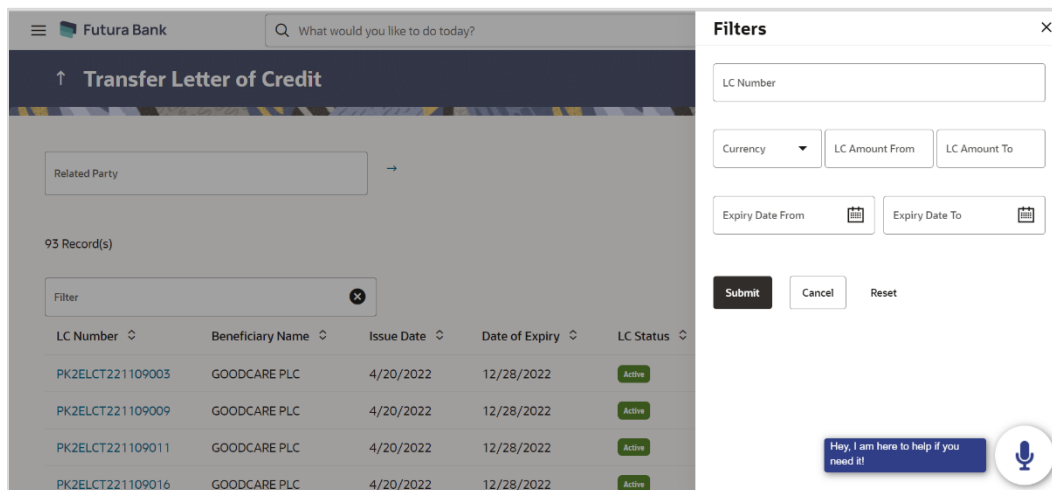
### How to reach here:

*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.
2. Click  to filter based on the filter criteria. The Filter overlay screen appears.

### Transfer Letter of Credit - Filter



The screenshot shows the 'Transfer Letter of Credit' interface. On the left, there's a table with 93 records. The table has columns: LC Number, Beneficiary Name, Issue Date, Date of Expiry, and LC Status. The records show LC numbers like PK2ELCT221109003, PK2ELCT221109009, PK2ELCT221109011, and PK2ELCT221109016, all for GOODCARE PLC, issued on 4/20/2022, and expiring on 12/28/2022, with an 'Active' status. On the right, a 'Filters' overlay is visible, containing input fields for LC Number, Currency, LC Amount From, LC Amount To, Expiry Date From, and Expiry Date To. There are also 'Submit', 'Cancel', and 'Reset' buttons at the bottom of the filter overlay.

### Field Description

Field Name	Description
LC Number	The parent LC number.
Beneficiary Name	The name of the LC beneficiary.

Field Name	Description
Currency	The currency under which the LC can be issued.
LC Amount From -To	Indicates the amount start and end range for the Letter of Credit.
Expiry Date From ,To	The expiry date start and end date of the LC.

3. Enter the filter 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

**Note:** Blank search is also allowed.

## Transfer Letter of Credit – Search Results

Futura Bank

What would you like to do today?

↑ Transfer Letter of Credit

Related Party

93 Record(s)

Filter

LC Number	Beneficiary Name	Issue Date	Date of Expiry	LC Status	LC Amount	Outstanding Amount
PK2ELCT221109003	GOODCARE PLC	4/20/2022	12/28/2022	Active	GBP 100.00	GBP 100.00
PK2ELCT221109009	GOODCARE PLC	4/20/2022	12/28/2022	Active	GBP 100.00	GBP 100.00
PK2ELCT221109011	GOODCARE PLC	4/20/2022	12/28/2022	Active	GBP 100.00	GBP 100.00
PK2ELCT221109016	GOODCARE PLC	4/20/2022	12/28/2022	Active	GBP 100.00	GBP 100.00
PK2ELCT221109020	GOODCARE PLC	4/20/2022	12/28/2022	Active	GBP 100.00	GBP 100.00
PK2ELCT221109024	GOODCARE PLC	4/20/2022	12/28/2022	Active	GBP 100.00	GBP 100.00
PK2ELCT221109519	GOODCARE PLC	4/20/2022	12/28/2022	Active	GBP 100.00	GBP 100.00
PK2ELAN221109573	GOODCARE PLC	4/20/2022	8/18/2022	Active	GBP 400,000.00	GBP 400,000.00

Hey, I am here to help if you need it!

## Field Description

Field Name	Description
<b>Search Results</b>	This section displays the search results.
<b>LC Number</b>	The LC reference number.
<b>Beneficiary Name</b>	The beneficiary name who assigns the proceeds to assignee.
<b>Issue Date</b>	The issue date of LC.
<b>Date of Expiry</b>	The start date range and end date the LC gets expired.
<b>LC Status</b>	The status of the LC.
<b>LC Amount</b>	The LC amount.
<b>Outstanding Amount</b>	This field specifies any outstanding amount available along with the currency.

4. Click on the desired **LC Number**. The **Transfer Letter of Credit - Secondary Beneficiary Details** screen appears.
5. Click the **Download** to download the record in selected format like PDF or CSV formats, if required.
6. Click on the **Manage Column** to setup a column preferences by rearranging or removing columns.

### 41.1 Add Second Beneficiary Details

In this section, user can add the details of secondary beneficiary of the LC transfer application process. Maximum five (configured) beneficiaries and their details for LC can be added in a single transaction.

## Add Second Beneficiary

The screenshot shows the 'Add Second Beneficiary' form in the Futura Bank system. The form is part of a multi-step process for adding a second beneficiary to an LC. The steps are: 1. Select Parent LC, 2. Second Beneficiary Details, 3. Goods, Shipment & LC Details, 4. Documents & Conditions, 5. Instructions. The current step is 'Second Beneficiary Details'. The form fields include: 'Second Beneficiary Name' (with a dropdown for 'Existing' and 'New'), 'Address' (required), 'Country' (dropdown, currently set to 'Andorra'), 'Customer Reference Number' (required), and 'Product' (required). The 'Add' button is at the bottom right. The background shows a summary of the parent LC: Parent LC Reference Number 032ELAN230310540, Product Export LC Usance Non Revolving, LC Amount AED 50,000.

## Field Description

Field Name	Description
<b>Add Secondary Beneficiary</b>	The beneficiary type. The options are: <ul style="list-style-type: none"><li>Existing</li><li>New</li></ul>
<b>Second Beneficiary Name</b>	The name of the LC beneficiary. This field allows the user to select the beneficiary name from drop-down, if <b>Existing</b> option is selected in the Beneficiary Details field. This field allows the user to enter the beneficiary name if <b>New</b> option is selected in the Beneficiary Details field.
<b>Address</b>	The address of the LC beneficiary. This field is enabled to enter the address details, if <b>New</b> option is selected in the Beneficiary Details field.
<b>Country</b>	The country of the LC beneficiary. This field is enabled to select the country name, if <b>New</b> option is selected in the Beneficiary Details field.
<b>Customer Reference Number</b>	Specify the customer reference number for secondary beneficiary.
<b>Product</b>	The Transfer LC product to be selected.

7. In the **Second 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.
  8. In the **Customer Reference Number** field, enter the customer reference number.
  9. From the **Select Product** list, select the appropriate product.
  10. Click **Add** to add the second beneficiary details. The added beneficiary details get displayed on the **Second Beneficiary Details** screen.
- OR
- Click **Cancel** to cancel the addition process.

## Second Beneficiary Details

## Field Description

Field Name	Description
<b>Parent LC Number</b>	The parent LC number.
<b>Product</b>	The LC product.
<b>LC Amount</b>	The currency and the amount for the transfer Letter of Credit.
<b>Balance LC Amount</b>	The balance currency and the amount for the transfer Letter of Credit.
<b>Parent LC Date of Expiry</b>	The expiry date of the parent LC.
<b>Last Shipment Date</b>	The last shipment date for the transfer Letter of Credit.

Field Name	Description
<b>Second Beneficiary Details</b>	
<b>Sr No.</b>	The serial number of the added record of secondary beneficiary.
<b>Second Beneficiary Name</b>	The name of the LC beneficiary.
<b>Address</b>	The address and country of the LC beneficiary.
<b>Customer Reference Number</b>	Specify the customer reference number for secondary beneficiary.
<b>Action</b>	Click to edit the secondary beneficiary details.
<b><u>Delete</u></b>	Click to delete the secondary beneficiary details.

11. Click the **Add Second Beneficiary** link to add the other secondary beneficiary details, if required.  
OR  
Click the **Edit** link to edit the secondary beneficiary details.  
The **Add Second Beneficiary overlay screen appears.**  
OR  
Click the **Delete** link to remove already added draft.
12. Click **Next** to save the entered details and proceed to the next level.  
OR  
Click **Back** to go back to previous screen.  
OR  
Click **Cancel** to cancel the transaction. The **Dashboard** appears.

## **41.2 Transfer Letter of Credit - Goods, Shipment & LC Details**

This tab captures the goods and shipment details of the LC transfer application process.

There will be separate tabs dedicated for each second beneficiary on the screen, and having same fields which user can input things specific for that transaction.



## Transfer Letter of Credit – Goods, Shipment & LC Details

Transfer Letter of Credit

Parent LC Reference Number: PK2ELAC211252002 **Active** [More](#)

Product: Export LC Usance Non Revolving

LC Amount: GBP64,000.00

Balance LC Amount: GBP70,400.00

Parent LC Date of Expiry: 03 Aug 2021

1 Select Parent LC 2 Second Beneficiary Details 3 **Goods, Shipment & LC Details** 4 Documents & Conditions 5 Instructions 6 Charges 7 Attachments

Goods, Shipment & LC Details [View Details](#)

Mango

Goods	Original Cost/Unit	Original Quantity	Available Quantity for...	Transfer Cost/Unit	Transfer Quantity	Description	Gross Amount
1 ROLLNGCHAIR	800	80	80	0	0	ROLLNGCHAIR	0
<b>LC Available Amount to Transfer</b>		<b>70400</b>		<b>Total Amount to be Transferred</b>		<b>0</b>	

Substitute documents  
☒ Yes ☐ No

**32B/33B**  
 LC Transfer Amount  
 GBP0.00

**31D**  
 Date of Expiry: 03 Aug 2021  
 Place of Expiry: xcvv

**39C**  
 Additional Amount Covered

[Next](#) [Cancel](#) [Back](#)

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### Field Description

Field Name	Description
<b>Second Beneficiary Name</b>	The name of the added second beneficiary. There will be separate tabs dedicated for each second beneficiary on the screen, and having same fields which user can input things specific for that transaction.
<b>Goods</b>	Section to add or remove the goods traded under the LC.
<b>Sr No</b>	Serial Number.
<b>Goods</b>	The type of good being shipped has to be chosen.
<b>Original Cost/Unit</b>	The original cost per unit of the good covered under the LC.
<b>Original Quantity</b>	The original quantity of goods.

Field Name	Description
<b>Available Quantity for Transfer</b>	The quantity of goods available for transfer.
<b>Transfer Cost/Unit</b>	The transfer cost per unit of the good covered under the LC.
<b>Transfer Quantity</b>	The quantity of goods transferred.
<b>Description</b>	The description about the goods.
<b>Gross Amount</b>	The gross amount under the LC.
<b>LC Available Amount to Transfer</b>	Indicates the available LC amount to transfer.
<b>Total Amount to be Transferred</b>	Indicates the total LC amount to be transferred.
<b>Substitute Documents</b>	The option to select whether the document to be substituted or not.
<b>LC Transfer Amount</b>	The currency under which the LC can be issued. Indicates the amount for the Letter of Credit.
<b>Date of Expiry</b>	The expiry date of the LC. The expiry date must be later than the application date.
<b>Place of Expiry</b>	The place where LC would expire.
<b>Additional Amounts Covered</b>	This field specifies any additional amounts available to the beneficiary under the terms of the credit, such as insurance, freight, interest, etc.

- 
13. In the **Goods** section, enter the transfer price per unit of the goods in the **Transfer Cost/Unit** field.
  14. In the **Transfer Quantity** field, enter the number of units of the goods traded under the LC.
  15. In the **Substitute Documents** field, select the appropriate option.
  16. Click **Next** to save the entered details and proceed to the next level.  
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.

## 41.3 Transfer Letter of Credit - 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.

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

Parent LC Reference Number: PKZELAC21125C7V6 **Active**  
Product: Export LC Usage Non Revolving  
LC Amount: GBP64,000.00  
Balance LC Amount: GBP64,000.00  
Parent LC Date of Expiry: 05 Aug 2021

1 Select Parent LC 2 Second Beneficiary Details 3 Goods, Shipment & LC Details 4 Documents & Conditions 5 Instructions 6 Charges 7 Attachments

Documents & Conditions  
Mango BeniLCPubl12

46A Select Documents

Search...

<input type="checkbox"/>	Name of Document	Original	Number of Copies	Clause
<input checked="" type="checkbox"/>	Air Way	7 / 8	3	<a href="#">View / Edit Clauses</a>
<input checked="" type="checkbox"/>	Insurance	0 / 0	0	<a href="#">View / Edit Clauses</a>
<input checked="" type="checkbox"/>	Invoice	0 / 0	0	<a href="#">View / Edit Clauses</a>
<input checked="" type="checkbox"/>	Sea Way	0 / 0	0	<a href="#">View / Edit Clauses</a>
<input checked="" type="checkbox"/>	OTHERDOC	0 / 0	0	<a href="#">View / Edit Clauses</a>

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

[Next](#) [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 are selected from the list.

The selected documents are to be a part of the initiated LC.

#### Name of Document

Name of the document to be sent along with the LC.

Field Name	Description
<b>Original</b>	The required number of original documents required for the selected document. It is provided as <b>m/n</b> , where <b>m</b> out of n available documents would be submitted to bank.
<b>Number of Copies</b>	The required number of copies required for the selected document.
<b>Clause</b>	The clauses maintained in the bank application for each of the document. A document can have multiple clauses.
<b>View Clause</b>	The link to view the clause maintained in the bank application for each of the document or to modify as per needs.

#### **View Edit/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.

<b>Clause</b>	The name of the clause.
<b>Identifier</b>	The maintained identifier of the conditions of the documentary credit.
<b>Clause Description</b>	The description and number of the selected clause.

- 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
AIRWAYBILL	Please Select	+CLEAN AIR WAYBILLS CONSIGNED TO APPLICANT, NOTIFY APPLICANT, MARKED FREIGHT COLLECT /
AWB	Please Select	Airway Bill
CMRSENDERCOPY	Please Select	Sender's copy of international consignment note for road transport, indicating contingent

[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 **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.
18. Click **Next** to save the entered details and proceed to the next level.  
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 - Instructions** tab.

## 41.4 Transfer Letter of Credit - 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).

## ransfer Letter of Credit - Instructions

**Transfer Letter of Credit**

Parent LC Reference Number: PK2ELCT221109513 Active [More](#)

Product: Export LC for Transfer

LC Amount: GBP 100.00

Balance LC Amount: GBP 100.00

Parent LC Date of Expiry: 12/28/2022

Progress: 1. Second Beneficiary Details, 2. Goods, Shipment & LC Details, 3. Documents and Conditions, 4. **Instructions**, 5. Charges, Commissions and Taxes, 6. Attachments

**Instructions**

PKBANK31XXX

Advising Bank

☒ SWIFT Code ☐ Name and Address

SWIFT Code: PKBANK31XXX [Verify](#) [Lookup SWIFT Code](#)

Advise Through Bank: CITIGB2LNNN, CITIBANK ENGLAND, CITIGB2LNNN, new tech area

[Reset](#)

**72Z**

Sender to Receiver Information

**78D**

Instructions to Intermediary Bank

[Next](#) [Cancel](#) [Back](#)

Hey, I am here to help if you need it!

## Field Description

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

Field Name	Description
<b>SWIFT code Look up</b>	
The following fields appear on a pop up window if the <b>Lookup SWIFT Code</b> link is clicked.	
<b>Swift Code</b>	The facility to lookup bank details based on SWIFT code.
<b>Bank Name</b>	The facility to search for the SWIFT code based on the bank name.
<b>Country</b>	The facility to search for the SWIFT code based on the country.
<b>City</b>	The facility to search for the SWIFT code based on city.
<b>SWIFT Code Lookup Search Results</b>	This section displays the SWIFT Code Lookup search results.
<b>Bank Name</b>	The names of banks as fetched on the basis of the search criteria specified.
<b>Address</b>	The complete address of each bank as fetched on the basis of the search criteria specified.
<b>SWIFT Code</b>	The list of SWIFT codes as fetched on the basis of the search criteria specified.
<b>Name and Address</b>	Name and address of the advising bank. This field is enabled if the <b>Name and Address</b> option is selected in the <b>Advising Bank</b> field.
<b>Bank Name</b>	Enter the name of the advising bank.
<b>Bank address</b>	Enter the complete address of the advising bank.
<b>Advise Through Bank</b>	The option to select the mode of advising through bank. The options are: <ul style="list-style-type: none"> <li>• Swift Code</li> <li>• Bank Address</li> </ul>
<b>Lookup SWIFT Code</b>	Search and select the SWIFT code of the advising through bank, available in the application. This field is enabled if the <b>SWIFT Code</b> option is selected in the <b>Advising Through Bank</b> field.

#### SWIFT code Look up

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

Field Name	Description
<b>Swift Code</b>	The facility to lookup bank details based on SWIFT code.
<b>Bank Name</b>	The facility to search for the SWIFT code based on the bank name.
<b>Country</b>	The facility to search for the SWIFT code based on the country.
<b>City</b>	The facility to search for the SWIFT code based on city.
<b>SWIFT Code Lookup Search Results</b>	This section displays the SWIFT Code Lookup search results.
<b>Bank Name</b>	The names of banks as fetched on the basis of the search criteria specified.
<b>Address</b>	The complete address of each bank as fetched on the basis of the search criteria specified.
<b>SWIFT Code</b>	The list of SWIFT codes as fetched on the basis of the search criteria specified.
<b>Name and Address</b>	Name and address of the advising through bank. This field is enabled if the <b>Name and Address</b> option is selected in the <b>Advising Through Bank</b> field.
<b>Bank Name</b>	Enter the name of the advising bank.
<b>Bank address</b>	Enter the complete address of the advising bank.
<b>Sender to Receiver Information</b>	The additional information for the receiver.
<b>Instructions to Intermediary Bank</b>	Enter the instructions that needs to be given to the intermediary bank.

- 
20. In the **Advising Bank** field, select the appropriate option.
  21. If you select **Swift Code** option, use the lookup and select the right swift code.  
OR  
If you select **Name and Address** option:
  22. In the **Name** field, enter the name of the advising bank.
  23. In the **Address (1-3)** field, enter the address of the advising bank
  24. In the **Advising Through Bank** field, select the appropriate option.
    - i. 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.



25. In the **Sender to Receiver Information** field, enter the additional information for the receiver.
26. Click **Next** to save the entered details and proceed to the next level.  
OR  
Click **Back** to go back to previous screen.  
OR  
Click **Cancel** to cancel the transaction. The **Dashboard** appears
27. Click the **Charges** tab.  
The **Attachments** tab appears in the **Letter of Credit Initiation** screen.

## **41.5 Transfer Letter of Credit – 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

Viewer ATM & Branch Locator English

futura bank Search

Welcome, OBDX maker  
Last login 11 May 02:40 PM

### Transfer Letter of Credit

Parent LC Reference Number: PK2ELAC21125D4NN [ac1165](#)  
 Product: Export LC Usance Non Revolving  
 LC Amount: GBP40,000.00  
 Balance LC Amount: GBP20,000.00  
 Parent LC Date of Expiry: 03 Aug 2021

1 Select Parent LC 2 Second Beneficiary Details 3 Goods, Shipment & LC Details 4 Documents & Conditions 5 Instructions 6 Charges 7 Attachments

#### Charges

JOYINC

Charges

Account No	Description of Charges	Amount
xxxxxxxxxxxx0019	LC CONFIRMATION CHARGES	GBP50.00
Balance GBP6,154,958,914,583.86		
<b>Total Charges</b>		<b>GBP50.00</b>

#### Taxes

Account No	Description of Taxes	Amount
xxxxxxxxxxxx0017	LCTAX	GBP88.00
xxxxxxxxxxxx0017	LCTAX1	GBP4.00
xxxxxxxxxxxx0017	LCTAX2	GBP11.00
		<b>GBP103.00</b>

#### Commissions

Account No	Description of Commissions	Percentage	Tax Amount
xxxxxxxxxxxx0017	LC issuance Commission (Commitment)- Non periodic	1.25	GBP220.00
			<b>GBP220.00</b>

[View Details](#)

[Next](#) [Cancel](#) [Back](#)

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## Field Description

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

### Charges

**Account No** The applicant charge account.

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

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

**Total Charges** Displays the total amount of charges.

### Taxes

Field Name	Description
<b>Account No</b>	The applicant tax account.
<b>Description of Taxes</b>	Displays the description of taxes applicable.
<b>Amount</b>	Displays the amount of taxes.
<b>Total Taxes</b>	Displays the total amount of taxes.
<b>Commissions</b>	
<b>Account No.</b>	The applicant commission account.
<b>Description of Commissions</b>	The commission component.
<b>Percentage</b>	The percentage of commission.
<b>Tax Amount</b>	The commission amount.
<b>Total Commission</b>	Displays the total amount of commission.
28. From the <b>Account No</b> list, select the appropriate account number. 29. Click <b>Next</b> to save the entered details and proceed to the next level. OR Click <b>Back</b> to go back to previous screen. OR Click <b>Cancel</b> to cancel the transaction. The <b>Dashboard</b> appears.	
<b>Note:</b> If there is a Relationship pricing maintained for the customer, the same would be reflected in the charges instead of the standard pricing.	

## 41.6 Transfer Letter of Credit - Attachments tab

Displays the list of documents presented to initiate the LC. It will ask for attaching documents separately in each tab for each second beneficiary.

**To Attach Documents:**

## Attachments tab - Upload Document

Transfer Letter of Credit

Parent LC Reference Number: PK2ELAC211256540 **Active**  
 Product: Export LC Usance Non Revolving  
 LC Amount: GBP64,000.00  
 Balance LC Amount: GBP70,400.00  
 Parent LC Date of Expiry: 03 Aug 2021

1 Select Parent LC 2 Second Beneficiary Details 3 Goods, Shipment & LC Details 4 Documents & Conditions 5 Instructions 6 Charges 7 Attachments

Attachments

bMaker1

**Drag and Drop**  
 Select or drop files here.

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.

Document Name	Category	Type	Remarks
LetterOfCredit.txt	GUARANTEE	Aadhar Card	

Upload Delete All

Preview Draft Copy


☒ Kindly go through all the Standard Instructions

☒ I accept the Terms & Conditions


Next Cancel Back

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## Field Description

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

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

31. Select the required document present on your computer to upload.
32. Click **Upload** to upload document. The **Attach Documents** tab appears along with list of attached documents.  
OR  
Click  to remove the attached document.  
OR  
Click **Delete All** to delete all the attachments.
33. Select the **Kindly Go through all the Standard Instructions**, check box. This is a mandatory check for proceeding with the application.
34. Click the **Kindly Go through all the Standard Instructions** link to view the customer instructions maintained by bank from back office.
35. Select the **Terms and Conditions** check box to accept the Terms and Conditions.
36. Click **Preview Draft Copy** to have a preview of draft.
37. Click **Submit**. The transaction is saved and the Letter of Credit Initiation – Review screen appears.  
OR  
Click **Back** to go back to previous screen.  
OR  
Click **Cancel** to cancel the transaction, The Dashboard appears.
38. 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.
39. The success message initiation of LC creation appears along with the reference number.  
Click **OK** to complete the transaction.

## 42. 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:

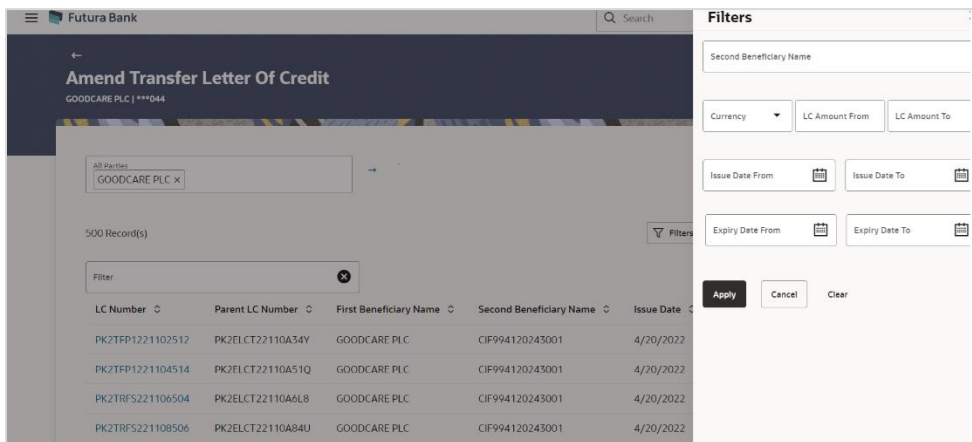
*Dashboard > Toggle menu > Trade Finance > Letter Of Credit > Export Letter of Credit > Amend Transfer Letter of Credit*

### 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.

### Filter



LC Number	Parent LC Number	First Beneficiary Name	Second Beneficiary Name	Issue Date
PK2TFP1221102512	PK2ELCT22110A34Y	GOODCARE PLC	CIF994120243001	4/20/2022
PK2TFP1221104514	PK2ELCT22110A51Q	GOODCARE PLC	CIF994120243001	4/20/2022
PK2TRFS221106504	PK2ELCT22110A6L8	GOODCARE PLC	CIF994120243001	4/20/2022
PK2TRFS221108506	PK2ELCT22110A84U	GOODCARE PLC	CIF994120243001	4/20/2022

### Field Description

Field Name	Description
Secondary Beneficiary Name	The name of the secondary beneficiary.
Currency	The currency of the transfer.

Field Name	Description
<b>LC Amount From</b>	The start of the amount range used for searching the LC.
<b>LC Amount To</b>	The end of the amount range used for searching the LC.
<b>Issue Date From</b>	The start date of the issue date range used for searching the LC.
<b>Issue Date To</b>	The end date of the issue date range used for searching the LC.
<b>Expiry Date From</b>	The start date of the expiry date range used for searching the LC.
<b>Expiry Date To</b>	The end date of the expiry date range used for searching the LC.

3. Enter the filter 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

**Note:** Blank search is also allowed.

## View Amend Transfer Letter of Credit – Search Results

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

All Parties  
GOODCARE PLC x

500 Record(s)

Filters
Download
Manage Columns

Filter

LC Number	Parent LC Number	First Beneficiary Name	Second Beneficiary Name	Issue Date	Date of Expiry	LC Amount
PK2TFP1221102512	PK2ELCT22110A34Y	GOODCARE PLC	CIF994120243001	4/20/2022	12/28/2022	£50.00
PK2TFP1221104514	PK2ELCT22110A51Q	GOODCARE PLC	CIF994120243001	4/20/2022	12/28/2022	£50.00
PK2TRFS221106504	PK2ELCT22110A6L8	GOODCARE PLC	CIF994120243001	4/20/2022	12/28/2022	£50.00
PK2TRFS221108506	PK2ELCT22110A84U	GOODCARE PLC	CIF994120243001	4/20/2022	12/28/2022	£50.00
PK2TRFS22110A004	PK2ELAC22110A66J	GOODCARE PLC	PK2WALKIN1	4/20/2022	7/19/2022	£5,000.00
PK2TRFS22110A005	PK2ELAC22110A66J	GOODCARE PLC	NATIONAL FREIGHT CORP	4/20/2022	7/19/2022	£5,000.00
PK2TRFS22110A1JT	PK2ELCT22110AAG9	GOODCARE PLC	CIF994120243001	4/20/2022	12/28/2022	£50.00
PK2TRFS22110A2BH	PK2ELCT22110AB80	GOODCARE PLC	CIF994120243001	4/20/2022	12/28/2022	£50.00
PK2TRFS22110A2PC	PK2ELCT22110ABL5	GOODCARE PLC	CIF994120243001	4/20/2022	12/28/2022	£50.00
PK2TRFS22110A35B	PK2ELCT22110ABZU	GOODCARE PLC	CIF994120243001	4/20/2022	12/28/2022	£50.00
PK2TRFS22110A835	PK2ELAC22110ABYU	GOODCARE PLC	MARKS AND SPENCER	4/20/2022	7/19/2022	£1,000.00
PK2TFP122110A2BN	PK2ELCT22110AFG5	GOODCARE PLC	CIF994120243001	4/20/2022	12/28/2022	£50.00
PK2TRFS22110A9NE	PK2ELCT22110AJPL	GOODCARE PLC	CIF994120243001	4/20/2022	12/28/2022	£50.00
PK2TRFS22110AAT3	PK2ELCT22110AKHD	GOODCARE PLC	CIF994120243001	4/20/2022	12/28/2022	£50.00

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.

## Field Description

Field Name	Description
<b>LC Number</b>	The LC number. Displays the link to details of the Transfer LC.
<b>Parent LC Number</b>	Displays the parent LC number of the Transfer LC.
<b>First Beneficiary Name</b>	The name of the first Transfer LC beneficiary.
<b>Second Beneficiary Name</b>	The name of the second Transfer LC beneficiary.
<b>Issue Date</b>	The issue date of the Transfer LC.
<b>Date of Expiry</b>	The Transfer LC expiry date.
<b>LC Amount</b>	The Transfer LC amount.

4. 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.
5. Click the **Download** to download all or selected columns Amend Transfer Letter of Credit list.  
You can download the list in PDF or CSV formats.
6. Click on the **Manage Column** to setup a column preferences by rearranging or removing columns.
7. Click **LC Details** tab.

**Note:** If there is a Relationship pricing maintained for the customer, the same would be reflected in the charges instead of the standard pricing.

## 42.1 LC Details

8. 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

←

Amend Transfer Letter Of Credit

GOODCARE PLC | \*\*\*044

LC Reference No.

PK2TRFS22110A005

ACTIVE

Parent LC Number

PK2ELAC22110A66J

Product

Transfer Export product

Date of Issue

4/20/2022

Parent LC Outstanding Amount

£42,900.00

Hide Information

LC Details

Goods and Shipment Details

Documents and Conditions

Instructions

Charges, Commissions and Taxes

Attachments

LC Details

First Beneficiary Name

GOODCARE PLC

Address

HDBANK65XXXlane no 4London

Country

United Kingdom

31D

Date of Expiry \*

7/19/2022

Place of Expiry \*

PUNE

59

Second Beneficiary Name

NATIONAL FREIGHT CORP

Address Line 1 \*

PKBANK71XXX

Country

United Kingdom

32B/33B

LC Amount

£5,000.00

LC Amount Tolerance

Under (%)

10

Above (%)

10

Total Exposure

£5,500.00

39C

Additional Amount Covered

41A

Credit Available By

Sight Payment

Credit Available With

Bank Address

Bank Details

ANY BANK

Bank Details

ANY BANK

42C

Tenor

Credit Days From

42A

Drawee Bank

SWIFT Code

Bank Address

Next

Cancel


Back


## Field Description


Field Name	Description
Party Name and ID	The name and ID of LC receiving party or beneficiary.

Field Name	Description
<b>LC Reference No.</b>	Displays the reference number of the LC.
<b>Parent LC Number</b>	Displays the parent LC number of the Transfer LC.
<b>Product</b>	The export LC product name under which the LC is created.
<b>Date of Issue</b>	The issue date of the Transfer LC.
<b>Parent LC Outstanding Amount</b>	Displays the Parent LC outstanding amount
<b>LC Details</b>	
<b>First Beneficiary Name</b>	Displays the name of the first beneficiary of Transfer LC.
<b>Address</b>	Displays the address of the first beneficiary of Transfer LC.
<b>Country</b>	Displays the country of the first beneficiary.
<b>Date of Expiry</b>	The date when the LC expires and holds no more valid.
<b>Place of Expiry</b>	Displays the place of LC expiry.
<b>Secondary Beneficiary Details</b>	<p>The beneficiary type. The options are:</p> <ul style="list-style-type: none"> <li>Existing</li> <li>New</li> </ul>
<b>Beneficiary Name</b>	<p>The name of the LC beneficiary.</p> <p>This field allows the user to select the beneficiary name from drop-down, if <b>Existing</b> option is selected in the Beneficiary Details field.</p> <p>This field allows the user to enter the beneficiary name if <b>New</b> option is selected in the Beneficiary Details field.</p>
<b>Address</b>	<p>The address of the LC beneficiary.</p> <p>This field is enabled to enter the address details, if <b>New</b> option is selected in the Beneficiary Details field.</p>
<b>Country</b>	<p>The country of the LC beneficiary.</p> <p>This field is enabled to select the country name, if <b>New</b> option is selected in the Beneficiary Details field.</p>

Field Name	Description
<b>LC Amount</b>	<p>System defaults the transfer LC amount.</p> <p>The user can amend the Transfer LC amount.</p> <hr/> <p><b>Note:</b> Increase in Transfer LC Amount should be within outstanding amount in Parent LC. If exceeds, system displays an error.</p> <hr/>
<b>LC Amount Tolerance</b>	Specify the LC amount tolerance under and above values.
<b>Total Exposure</b>	System calculates and displays the total exposure value depending on the values entered in <b>LC Amount Tolerance</b> field.
<b>Additional Amounts Covered</b>	This field specifies any additional amounts available to the beneficiary under the terms of the credit, such as insurance, freight, interest, etc.
<b>Credit Available By</b>	<p>Indicates the manner in which credit is available when the bank is authorized to pay, accept, negotiate or incur a deferred payment undertaking for the credit.</p> <p>The options are:</p> <ul style="list-style-type: none"> <li>• Acceptance</li> <li>• Deferred Payment</li> <li>• Mixed Payment</li> <li>• Negotiation</li> <li>• Sight Payment</li> </ul>
<b>Negotiation/ Deferred Payment Details</b>	<p>Indicates the details of Negotiation/ Deferred Payment.</p> <p>This field is enabled if the Negotiation/ Deferred Payment option is selected in the Credit Available By field.</p>
<b>Mixed Payment Details</b>	<p>Indicates the details of mixed payment.</p> <p>This field is enabled if the Mixed Payment option is selected in the Credit Available By field.</p>
<b>Credit Available With</b>	Indicates the details of Bank where credit would become available. It is captured by Bank's SWIFT code.
<b>Bank Details</b>	<p>Name and Address of the bank where credit would be available.</p> <p>This field is enabled if the <b>Bank Address</b> option is selected in the <b>Credit Available With</b> field.</p>

Field Name	Description
<b>Lookup SWIFT Code</b>	Select the SWIFT code of the issuing bank.  This field is enabled if the <b>SWIFT Code</b> option is selected in the <b>Credit Available With</b> field.
<b>SWIFT code Look up</b>	
The following fields appear on a pop up window if the Lookup SWIFT Code link is clicked.	
<b>Swift Code</b>	The facility to lookup bank details based on SWIFT code.
<b>Bank Name</b>	The facility to search for the SWIFT code based on the bank name.
<b>Country</b>	The facility to search for the SWIFT code based on the country.
<b>City</b>	The facility to search for the SWIFT code based on city.
<b>SWIFT Code Lookup Search Results</b>	This section displays the SWIFT Code Lookup search results.
<b>Bank Name</b>	The names of banks as fetched on the basis of the search criteria specified.
<b>Address</b>	The complete address of each bank as fetched on the basis of the search criteria specified.
<b>SWIFT Code</b>	The list of SWIFT codes as fetched on the basis of the search criteria specified.
<b>Bank Details</b>	Name and Address of the bank where credit would be available.  This field is enabled if the <b>Bank Address</b> option is selected in the <b>Credit Available With</b> field.
<b>Drafts section</b>	The number of drafts available.
<hr/> <p><b>Note:</b> Click  to remove any draft added earlier to the LC application. Click <b>Add Another Draft</b> to add new draft.</p> <hr/>	
<b>Serial Number</b>	The serial number of drafts to be drawn under the documentary credit.
<b>Tenor (In Days)</b>	The tenor of drafts to be drawn under the documentary credit.

Field Name	Description
<b>Credit Days From</b>	<p>The date from which the draft tenor is to be counted. Indicates the date type from which the draft tenor is to be counted.</p> <p>The options are:</p> <ul style="list-style-type: none"> <li>• Invoice Date</li> <li>• B/L Date</li> <li>• Others</li> </ul>
<b>Drawee Bank</b>	The drawee bank of the LC.
<b>Draft Amount</b>	The various drafts amount for the LC application.
<b>Action</b>	Click  to delete the record.

9. In the **Date of Expiry** field, select the expiry date of the LC.
10. In the **Place of Expiry** field, enter the place of LC expiry.
11. 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.
12. In the **Additional Amounts Covered** field, enter the amount details.
13. From the **Credit Available By** list, select the appropriate option.
14. 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:
    - iii. In the **Bank Name** field, enter the name of the issuing bank.
    - iv. In the **Address** field, enter the address of the issuing bank.
15. 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.
16. 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.
17. For Goods and Shipment Details, Document and Condition, Instructions and Charges details, refer Initiate Transfer Letter of Credit transaction.

## 43. Cancel Transfer Letter of Credit

This option allows the corporate user to cancel 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 > Cancel Transfer LC > Cancel Transfer Letter of Credit*

### To initiate the cancellation of Transfer LC:

1. Navigate to the **Cancel Transfer Letter of Credit** screen. The screen by default lands to the **Transfer LC Details** tab.

### Cancel Transfer Letter of Credit - Search

### Field Description

Field Name	Description
<b>Lookup Transfer LC Reference No.</b>	The Transfer LC reference number to be selected. Only active Transfer LC Reference Numbers are listed in the search list. Click <b>Reset</b> button to reset the values.

2. Select the appropriate transfer LC reference number from the **Lookup Transfer LC Reference No** list, for cancellation.  
OR  
Click the **Advanced Lookup** link. The Advanced Lookup overlay screen appears.

## Advanced Lookup

LC Number	Parent LC Number	First Beneficiary name	Second Beneficiary name	Issue Date	Expiry Date	LC Amount
PK2TFP1221101012	PK2ELCT22110A2PS	GOODCARE PLC	CIF994120243001	4/20/2022	12/28/2022	£50.00
PK2TFP1221101513	PK2ELCT22110A345	GOODCARE PLC	CIF994120243001	4/20/2022	12/28/2022	£50.00
PK2TFP1221102015	PK2ELCT22110A34J	GOODCARE PLC	CIF994120243001	4/20/2022	12/28/2022	£50.00
PK2TFP1221103510	PK2ELCT22110A55N	GOODCARE PLC	CIF994120243001	4/20/2022	12/28/2022	£50.00
PK2TFP1221105510	PK2ELCT22110A52O	GOODCARE PLC	CIF994120243001	4/20/2022	12/28/2022	£50.00
PK2TFP1221105512	PK2ELCT22110A52Q	GOODCARE PLC	CIF994120243001	4/20/2022	12/28/2022	£50.00
PK2TFP1221106510	PK2ELCT22110A5TJ	GOODCARE PLC	CIF994120243001	4/20/2022	12/28/2022	£50.00

## Field Description

Field Name	Description
<b>First Beneficiary Name</b>	Select the name of the first beneficiary of the Transfer LC.
<b>Second Beneficiary Name</b>	Specify the name of the second beneficiary of the Transfer LC.
<b>Issue Date – Issue Date To</b>	The issue start date and end date of the Transfer LC.
<b>Expiry Date – Expiry Date To</b>	The expiry date range for the Transfer LC.
<b>Currency</b>	The currency used for searching the Transfer LC.
<b>Amount From – Amount To</b>	The amount range used for searching the Transfer LC.
<b>Search Results</b>	Below fields are displayed when the user clicks Apply button.
<b>LC Number</b>	Displays the reference number of the LC.
<b>Parent LC Number</b>	Displays the parent LC number of the Transfer LC.



Field Name	Description
<b>First Beneficiary Name</b>	Displays the name of the first beneficiary of the Transfer LC.
<b>Second Beneficiary Name</b>	Displays the name of the second beneficiary of the Transfer LC.
<b>Issue Date</b>	Displays the issue date of the Transfer LC.
<b>Expiry Date</b>	Displays the expiry date of the Transfer LC.
<b>LC Amount</b>	Displays the LC amount of the Transfer LC.

3. Enter the filter criteria to search the Transfer LC.
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 LC Number link.
5. Click **Verify**. The Transfer LC Details appear.  
OR  
Click **Reset** to clear the search.

## 43.1 Transfer LC Details

This screen displays the summary of the selected Transfer LC.

### Cancel Transfer Letter of Credit - Transfer LC Details

Futura Bank

Search

Cancel Transfer Letter Of Credit

Transfer LC Details

Charges, Commissions And Taxes

Attachments

Lookup Transfer LC Reference  
PK2TFP1221105510

Reset

Transfer LC Details

50	59
First Beneficiary Name	Second Beneficiary Name
GOODCARE PLC	CIF994120243001
Address	Address
12 King Street	ETHIAEAD
Country	ENGLAND
United Kingdom	UK - IND07
LC Amount	Country
£50.00	India
Product	Expiry Date
Export LC Usance Non Revolving	11/28/2022

Next Cancel

## Field Description

Field Name	Description
<b>Lookup Transfer LC Reference</b>	The Transfer LC reference number.
<b>Transfer LC Details</b>	
Displays the Transfer LC details of the selected Guarantee.	
<b>First Beneficiary Name</b>	Displays the name of the first beneficiary of the Transfer LC.
<b>Address</b>	Displays the address of first beneficiary of the Transfer LC.
<b>Country</b>	Displays the country of first beneficiary.
<b>LC Amount</b>	Displays the amount of the first beneficiary.
<b>Product</b>	Displays the product type as coming from Host.
<b>Second Beneficiary Name</b>	Displays the name of the second beneficiary of the Transfer LC.
<b>Address</b>	Displays the address of the second beneficiary of the Transfer LC.
<b>Country</b>	Displays the country of the second beneficiary.
<b>Expiry Date</b>	Displays the expiry date of the second beneficiary.

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

7. The **Charges** tab appears in the **Cancel Transfer Letter of Credit** screen.

OR

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

OR

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

## **43.2 Charges, Commissions and Taxes**

This screen allows the user to validate the charges fetched from Back office.

## Charges, Commissions and Taxes

**Cancel Transfer Letter Of Credit**

Transfer LC Details | **Charges, Commissions And Taxes** | Attachments

**Charges**

Account No	Description of Charges	Amount
xxxxxxxxxxxx3012	Courier CHARGES FOR LC AMENDMENT	£50.00
<b>Total Charges</b>		£50.00

**Commissions**

Account No	Description of Commissions	Amount
No data to display.		

**Taxes**

Account No	Description of Taxes	Amount
No data to display.		

Next Cancel Back

### Field Description

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

#### Charges

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

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

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

<b>Total Charges</b>	Displays the total charge amount.
----------------------	-----------------------------------

#### Commissions

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

<b>Description of Commissions</b>	Displays the al description of commissions charged by bank.
-----------------------------------	---

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

<b>Total Commission</b>	Displays the total commission amount.
-------------------------	---------------------------------------

#### Taxes

Field Name	Description
<b>Account No</b>	Debit account number of the applicant.
<b>Description of Taxes</b>	Displays the description of taxes applicable.
<b>Amount</b>	Displays the amount of taxes.
<b>Total Taxes</b>	Displays the total tax amount.

8. From the **Account No** list, select appropriate account.
9. Click **Next** or click the **Attachment** tab.
10. The **Attachment** tab appears in the **Cancel Transfer Letter of Credit** screen.  
OR  
Click **Cancel** to cancel the transaction. The **Dashboard** appears.  
OR  
Click **Back** to go back to previous screen.

### **43.3 Attachments**

The user can attach any documents, view and check standard instructions, and accept the terms and conditions to cancel the Outward Transfer LC contract using this tab.


The user can preview the draft copy and view the draft MT707 preview (Authenticated MT707 will be initiated from OBTFPM once submitted transaction from OBDX has been validated and Transfer LC cancel request approved from OBTFPM).

## Attachments

## Field Description

Field Name	Description
<b>Drag and Drop</b>	Click to browse and select the file to be uploaded or drag and drop the file to be uploaded.  <b>Note:</b> File size should not be more than 5 MB. Supported file types: .jpeg, .png, .doc, .pdf, .txt, .zip. Multiple files can be uploaded at a time.
<b>Document Category</b>	The category of the document to be uploaded.
<b>Document Type</b>	The type of the document to be uploaded for the selected category.
<b>Remarks</b>	The notes added, if any for attaching the document.
<b>Document Attached</b>	Displays the attached document. Displays the link to view the attached document.
<b>Special Instructions</b>	Specify the special instructions for the bank users.
<b>Kindly go through all the Standard Instructions</b>	The option to accept that the user is gone through all the standard instructions. View the maintained standard instructions by the bank.

Field Name	Description
<b>I agree to surrender original Transfer LC</b>	The option to accept that the user has surrendered the original Transfer LC to the bank.
<b>I accept the Terms and Conditions</b>	The option to accept standard terms and conditions of the bank. View the maintained standard terms and conditions by bank.

11. Click **Drag and Drop Files** to browse and select the required document present on your computer. The Attach Document popup window appears.
12. Select the required document present on your computer to upload.
13. From the **Document Category** select the appropriate option.
14. From the **Document Type** select the appropriate option.
15. In the **Remarks** field add notes for attaching documents.
16. Click **Upload** to upload document. The Attach Documents tab appears along with list of attached documents.  
OR  
Click  to remove the attached document.  
OR  
Click **Delete All** to delete all the attachments.
17. In the **Special Instructions** field, enter special instructions if any.
18. Select the **Kindly Go through all the Standard Instructions**, check box.
19. Click the **Kindly Go through all the Standard Instructions** link to view the customer instructions maintained by bank from back office.
20. Select the **I agree to surrender original guarantee** check box to accept the agreement to surrender the original Transfer LC.
21. Select the **I accept the Terms and Conditions** check box to accept the Terms and Conditions.
22. Click **Preview Draft** Copy to have a preview of draft.
23. 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.
24. 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.
25. The success message initiation of Transfer Letter of Credit cancellation appears along with the reference number. Click **OK** to complete the transaction.

## 44. Initiate Tracer

Using this option, user can initiate a tracer transaction. User can select the required transaction using lookup available on screen for which tracer has to be initiated.

### Pre-Requisites

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

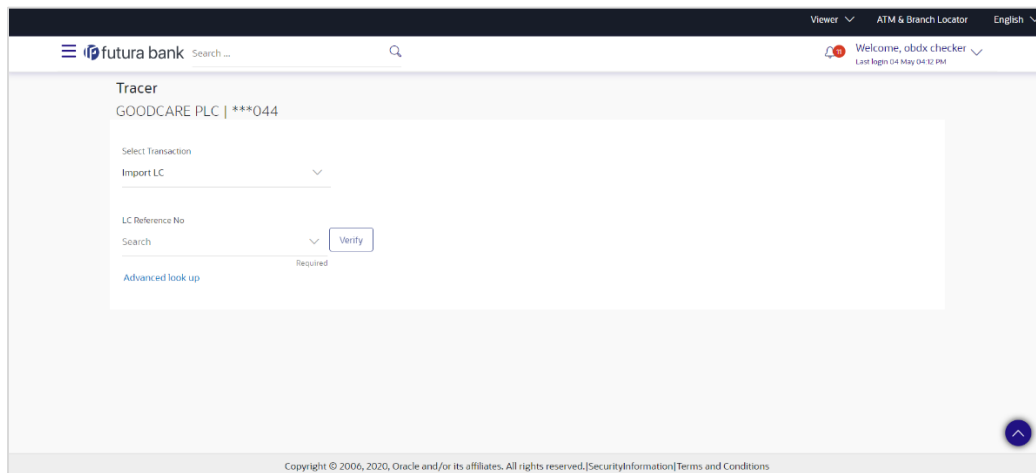
### How to reach here:

*Dashboard > Toggle menu > Trade Finance > Initiate Tracer*

### To initiate a tracer:

1. Navigate to the **Initiate Tracer** screen.

### Initiate Tracer



### Field Description

Field Name	Description
<b>Select Transaction</b>	The transaction for which tracer has to be initiated.
<b>LC Reference Number</b>	The LC reference number. This field appears for LC transactions.
<b>Bill Reference Number</b>	The bill reference number. This field appears for bill transactions.
<b>Collection Reference Number</b>	The collection reference number. This field appears for collection transactions.

Field Name	Description
<b>BG Reference Number</b>	The bank guarantee reference number. This field appears for backward guarantee transactions.

- From the **Select Transaction** list, select the appropriate transaction.
- From the **LC Reference No/ Bill Reference No/ Collection Reference No/ BG Reference No** field, select the appropriate LC reference number/ bill reference no/ collection reference no/ BG reference no.
- Click **Verify**.  
OR  
Click the **Advanced Lookup** link. The **Advanced Lookup** overlay screen appears.  
Click **Apply**. The summary of LC appears on the **Tracers** screen.

### Advanced Lookup

LC Reference Number

Applicant Name  
GOODCARE PLC X

Beneficiary Name

Status  
Active

LC Amount Range  
All 100 1000

Issue Date  
01 Jan 2021 02 May 2022

Expiry Date  
02 Feb 2022 04 May 2022

Apply Cancel Reset

LC Number	Beneficiary Name	Applicant Name	Issue Date	Date of Expiry	LC Status	LC Amount	Outstanding Amount
PK2ILSN21125CWY2	FIXNETIX	GOODCARE PLC	05 May 2021	21 Feb 2022	ACTIVE	GBP20,000.00	GBP20,000.00

Page 1 of 1 (1 of 1 items)

### Field Description

Field Name	Description
<b>Advanced Lookup</b>	Below fields appear for Import <b>LC/Export LC</b> transactions.
<b>LC Reference Number</b>	The LC reference number.



Field Name	Description
<b>Applicant Name</b>	The applicant name of the transaction.
<b>Beneficiary Name</b>	The name of the beneficiary.
<b>Status</b>	The status of LC.
<b>LC Amount Range From -To</b>	Select the currency and LC amount range.
<b>Issue Date From -To</b>	The issue start date range and end date of the LC.
<b>Expiry Date From -To</b>	The start date range and end date the LC gets expired.
<b>Search Results</b>	This section displays the search results.
<b>LC Number</b>	The LC reference number.
<b>Beneficiary Name</b>	The beneficiary name who assigns the proceeds to assignee.
<b>Issue Date</b>	The issue date of the LC.
<b>Date of Expiry</b>	The date on which LC gets expired.
<b>LC Status</b>	The status of LC.
<b>LC Amount</b>	The LC amount.
<b>Outstanding Amount</b>	This field specifies any outstanding amount available along with the currency.
Below fields appear for <b>Import Bill/Export Bill</b> transactions.	
<b>Bill Reference Number</b>	The name of Exporter party.
<b>Exporter Name</b>	The name of the Exporter under the Bill.
<b>Importer Name</b>	The name of party who is Importer.

Field Name	Description
<b>Bill Status</b>	The current status of the Bill. The options are: <ul style="list-style-type: none"> <li>• Active</li> <li>• Hold</li> <li>• Cancelled</li> <li>• Liquidated</li> <li>• Closed</li> <li>• Reversed</li> </ul>
<b>Bill Amount Range From -To</b>	Select the currency and LC amount range.
<b>Bill Lodgement Date From -To</b>	The issue start date range and end date of the LC.
<b>Search Results</b>	This section displays the search results.
<b>Bill Reference Number</b>	The Bill reference number.
<b>Exporter Name</b>	The name of the exporter of the Bill.
<b>Importer Name</b>	The name of the Importer of the Bill.
<b>Release Against</b>	The product name of the Bill.
<b>Transaction Date</b>	The transaction date of the Bill.
<b>Bill Status</b>	The current status of the Bill.
<b>Bill Amount</b>	The Export/Import Bill amount.
<b>Equivalent Bill Amount</b>	The equivalent Export Bill amount.
Below fields appear for <b>Import Collection /Export Collection</b> transactions.	
<b>Collection Reference Number</b>	The Import Collection reference number.
<b>Drawee</b>	The name of drawee. He is the receiver of Collection.
<b>Drawer</b>	The name of the drawer under the Collection.

Field Name	Description
<b>Status</b>	<p>The current status of the Collection.</p> <p>The options are:</p> <ul style="list-style-type: none"> <li>• Active</li> <li>• Hold</li> <li>• Cancelled</li> <li>• Liquidated</li> <li>• Closed</li> <li>• Reversed</li> </ul>
<b>Amount From</b>	The start of the Collection amount range used for searching the Collection.
<b>Amount From and To</b>	The end of the Collection amount range used for searching the Collection.
<b>Collection Issue Date From and To</b>	The start date of the Collection date range used for searching the Collection.
<b>Search Results</b>	This section displays the search results.
<b>Collection Reference Number</b>	<p>The Collection reference number.</p> <p>Displays the link to view the Import Collection details.</p>
<b>Drawer</b>	The name of the drawer of the Import Collection.
<b>Drawee</b>	The name of the drawee of the Import Collection.
<b>Release Against</b>	The product name of the Import Collection.
<b>Transaction Date</b>	The transaction date of the Import Collection.
<b>Status</b>	The status of the Import Collection.
<b>Collection Amount</b>	The Import Collection amount.
<b>Equivalent Collection Amount</b>	The equivalent Import Collection amount.
Below fields appear for <b>Inward Guarantee /Outward Guarantee</b> transactions.	
<b>Guarantee Reference Number</b>	The Inward/Outward Guarantee number.

Field Name	Description
<b>Applicant Name</b>	This is the name of corporate who has made the Inward guarantee in favour of Beneficiary.
<b>Beneficiary Name</b>	Displays the name of beneficiary i.e. the name of customer for whom the guarantee was taken.
<b>Inward/Outward Guarantee Status</b>	<p>The current status of the Inward/Outward Guarantee.</p> <p>The options are:</p> <ul style="list-style-type: none"> <li>• Active</li> <li>• Hold</li> <li>• Cancelled</li> <li>• Reversed</li> <li>• Closed</li> </ul>
<b>Issuing Bank</b>	The name of the bank that have issued the guarantee.
<b>Issuing Bank Reference Number</b>	The reference number of the issuing bank.
<b>Undertaking Amount From and To</b>	The start and end of the amount range used for searching the Inward/Outward Guarantee.
<b>Issue Date From and To</b>	The issue date range of the Inward/Outward Guarantee.
<b>Expiry Date From and To</b>	The date range in which the Inward/Outward Guarantee expires to fine tune the search results.
<b>Search Results</b>	This section displays the search results.
<b>Guarantee Number</b>	The Inward/Outward Guarantee number.
<b>Applicant Name</b>	Displays the name of the applicant who has made the Inward guarantee in favour of Beneficiary.
<b>Beneficiary Name</b>	Displays the name of beneficiary i.e. the name of customer for whom the guarantee was taken.
<b>Issue Date</b>	Displays the date on which the Guarantee was issued.
<b>Date Of Expiry</b>	Displays the date on which the Guarantee will get expired.

Field Name	Description
<b>Status</b>	Displays the current status of the Inward Guarantee. The status could be: <ul style="list-style-type: none"> <li>• Active</li> <li>• Hold</li> <li>• Cancelled</li> <li>• Reversed</li> <li>• Closed</li> </ul>
<b>Undertaking Amount</b>	Displays the currency and amount of the Inward Guarantee application.
<b>Equivalent Undertaking Amount</b>	Displays the equivalent currency and amount of the Inward Guarantee application.
<b>Outstanding Amount</b>	Displays the undrawn amount of the Inward Guarantee.
<b>Equivalent Outstanding Amount</b>	Displays the equivalent undrawn amount of the Inward Guarantee.

- 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.
- Click the **LC Reference No/ Bill Reference No/ Collection Reference No/ BG Reference No** link to initiate the tracers.
- An alert message appears prompting the user to accept the tracer charges. Click **Accept**.  
Tracer details appear on the **Tracers** screen.  
The **Tracers** screen with LC/Bill/Collection/ Backward Guarantee/ Outward Guarantee details appear.

## Tracers

Viewer

ATM & Branch Locator

English

WELCOME, OBDX MAKER

LAST LOGIN 07 MAY 02:18 PM

Search

Q

Tracer

GOODCARE PLC | \*\*\*044

Select Transaction

Import LC

LC Reference No  
PK2ILUN21256008

Reset

Reference Number  
PK2ILUN21256008

Beneficiary Name  
GOODCARE PLC

Product  
Import LC Usance Non Revolving

Amount  
EUR110,000.00

Outstanding Amount  
EUR110,000.00

Address  
12 King Street  
lane no 4  
London

Applicant Name  
NATIONAL FREIGHT CORP

Tracer Description

Tracer details 1

Charges

Account No	Description of Charges	Amount	
xxxxxxxxxxxxx1039	Courier CHARGES FOR LC AMENDMENT	GBP50.00	
Balance GBP1,000.00			
xxxxxxxxxxxxx1039	SWIFT CHARGES FOR LC AMND	GBP50.00	
Balance GBP1,000.00			
xxxxxxxxxxxxx1039	LC SWIFT CHARGES IN BILLS	GBP900.00	
Balance GBP1,000.00			
Total Charges		GBP400.00	
Taxes			
Account No	Description of Taxes	Amount	
xxxxxxxxxxxxx1039	LCTAX	GBP6,755.85	
xxxxxxxxxxxxx1039	LCTAX1	GBP20.00	
xxxxxxxxxxxxx1039	LCTAX2	GBP58.46	
		GBP6,834.31	
Commissions			
Account No	Description of Commissions	Percentage	Tax Amount
xxxxxxxxxxxxx1039	LC Issuance Commission (Usance)-Non periodic	1	GBP10.68
xxxxxxxxxxxxx1039	LC Issuance Commission (Commitment)-Non periodic	1	GBP769.23
			GBP779.91

## Field Description

Field Name	Description
<b>Reference Number</b>	The searched LC/Bill/Collection/Inward Guarantee/Outward Guarantee reference number.
<b>Beneficiary Name</b>	The name of the beneficiary. This field appear for <b>Import LC/Export LC/Inward Guarantee/Outward Guarantee</b> transactions.
<b>Exporter Name</b>	The name of the Exporter under the Bill. This field appear for <b>Import Bill/Export Bill</b> transactions.
<b>Importer Name</b>	The name of party who is Importer. This field appear for <b>Import Bill/Export Bill</b> transactions.
<b>Drawee</b>	The name of drawee who is the receiver of Collection. This field appear for <b>Import Bill/Export Bill</b> transactions.
<b>Drawer</b>	The name of the drawer under the Collection. This field appear for <b>Import Bill/Export Bill</b> transactions.
<b>Product</b>	The name of the LC/Bill/Collection/Inward Guarantee/Outward Guarantee product.
<b>Address</b>	The address of the beneficiary. This field appear for <b>Import LC/Export LC</b> transactions.
<b>Amount</b>	Indicates the amount for the Letter of Credit/Bill/Collection/Inward Guarantee/Outward Guarantee along with the currency under which the LC is issued.
<b>Outstanding Amount</b>	The any outstanding amount available along with the currency. This field appear for <b>Import LC/Export LC</b> transactions.
<b>Applicant Name</b>	The applicant name of the transaction. This field appear for <b>Import LC/Export LC/ Inward Guarantee/Outward Guarantee</b> transactions.
<b>Tracer Description</b>	Specify the description for the tracer.
<b>Charges</b>	
<b>Account No</b>	The account which will be charged for the specific charge.

Field Name	Description
<b>Description of Charges</b>	The description of the charges.
<b>Amount</b>	The amount that is maintained under the charge.
<b>Taxes</b>	
<b>Account No</b>	The account to be earmarked for taking the Taxes.
<b>Description of Taxes</b>	Displays the description charges applicable.
<b>Amount</b>	Displays the amount of taxes.
<b>Commissions</b>	
<b>Account No</b>	The account from which the commission will be taken.
<b>Description of Commissions</b>	The commission component.
<b>Tax Amount</b>	The commission amount.
<b>Percentage</b>	The percentage of commission.
<b>Special Instructions</b>	Specify the special instructions for the bank users.
<b>I accept the Terms and Conditions</b>	The option to accept standard terms and conditions of the bank View the maintained standard terms and conditions by bank.

8. In the **Tracer Description** field, enter the description for the tracers.
9. In the **Charges, Taxes and Commissions** section , select the appropriate account, from the **Account No.** list
10. In the **Special Instructions** field, enter special instructions if any.
11. Select the **I accept the Terms and Conditions**, check box. This is a mandatory check for proceeding with the application.
12. Click **Submit**.  
OR  
Click **Cancel** to cancel the transaction.  
OR  
Click **Back** to navigate back to previous screen.
13. The **Tracer Request – Review** screen appears. It displays all the sections. 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 of tracer request submission appears. Click **Home** to go to the Trade Dashboard screen.