



# Mandate Managed Factoring Client navigation guide

*European Extranet*



# Table of contents

Welcome to your **Eurofactor Online client european extranet !**

As soon as the contract is signed and 1st funding is sent by CALF, all authorized users will get a personal access to Eurofactor Online web portal.

You can use this secure space to manage your funding and to monitor your transactions.

To help support you as you go through your first transactions, this guide shows you the basics of Your extranet navigation.

Your usual client management contact is available to provide you with any additional information.

**1** Log on and home page

**2** Debtors creation

**3** Credit Limits creation

**4** Invoice upload

**5** Consult your positions

**6** Request a funding

**7** Reports and Downloads

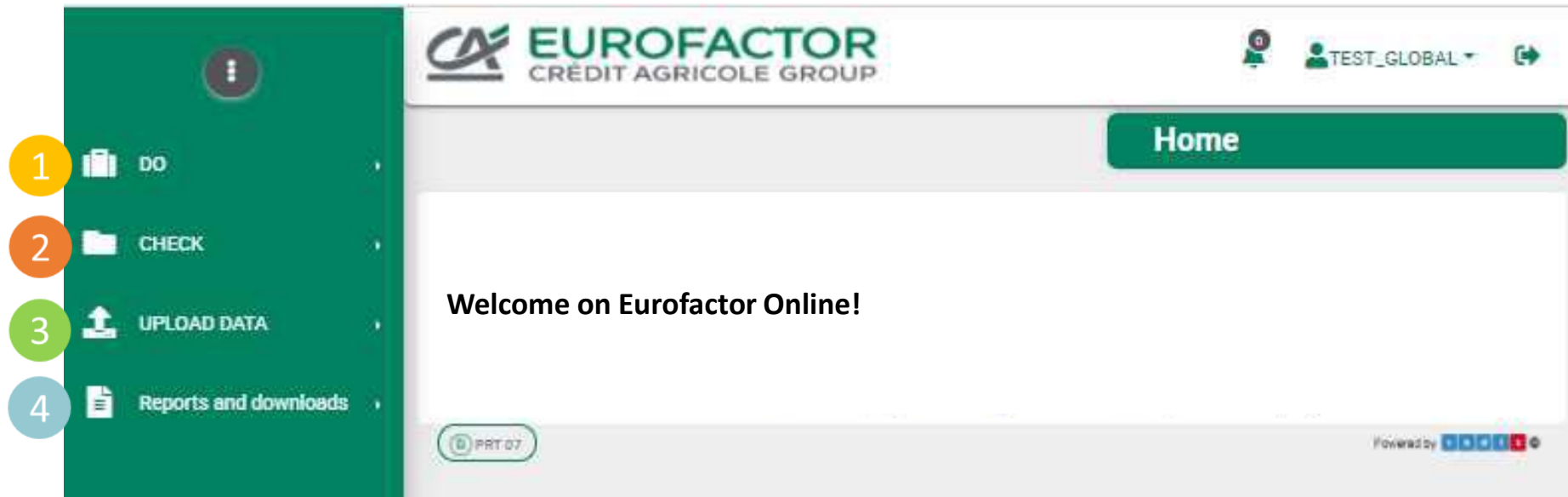
The screenshot shows the Eurofactor login page. At the top left is the Eurofactor logo with the text 'EUROFACTOR CRÉDIT AGRICOLE GROUP'. Below the logo is the title 'Identification'. There are two input fields: 'Votre code utilisateur' (with a yellow callout '1') and 'Mot de passe' (with an orange callout '2'). Below these fields is a language selector dropdown menu currently set to 'ENGLISH' (with a green callout '3'). A green 'S'IDENTIFIER' button is positioned below the language selector. Underneath the button is a link for 'Mot de passe oublié'. At the bottom left is a 'CHAT' icon, and at the bottom right is a 'Powered by' logo.



To access your web site: <https://de.eurofactoronline.com>  
or <https://pt.eurofactoronline.com>  
(best to save the domain under your favorites)

- 1 Your contract number will be sent by email once the contract begins (it will be created based on your contract id)  
*Example: FR012345*
- 2 Your password must be changed when you log on for the first time, and then once every 6 months
- 3 You can select the right language **and** then click on « Log on »

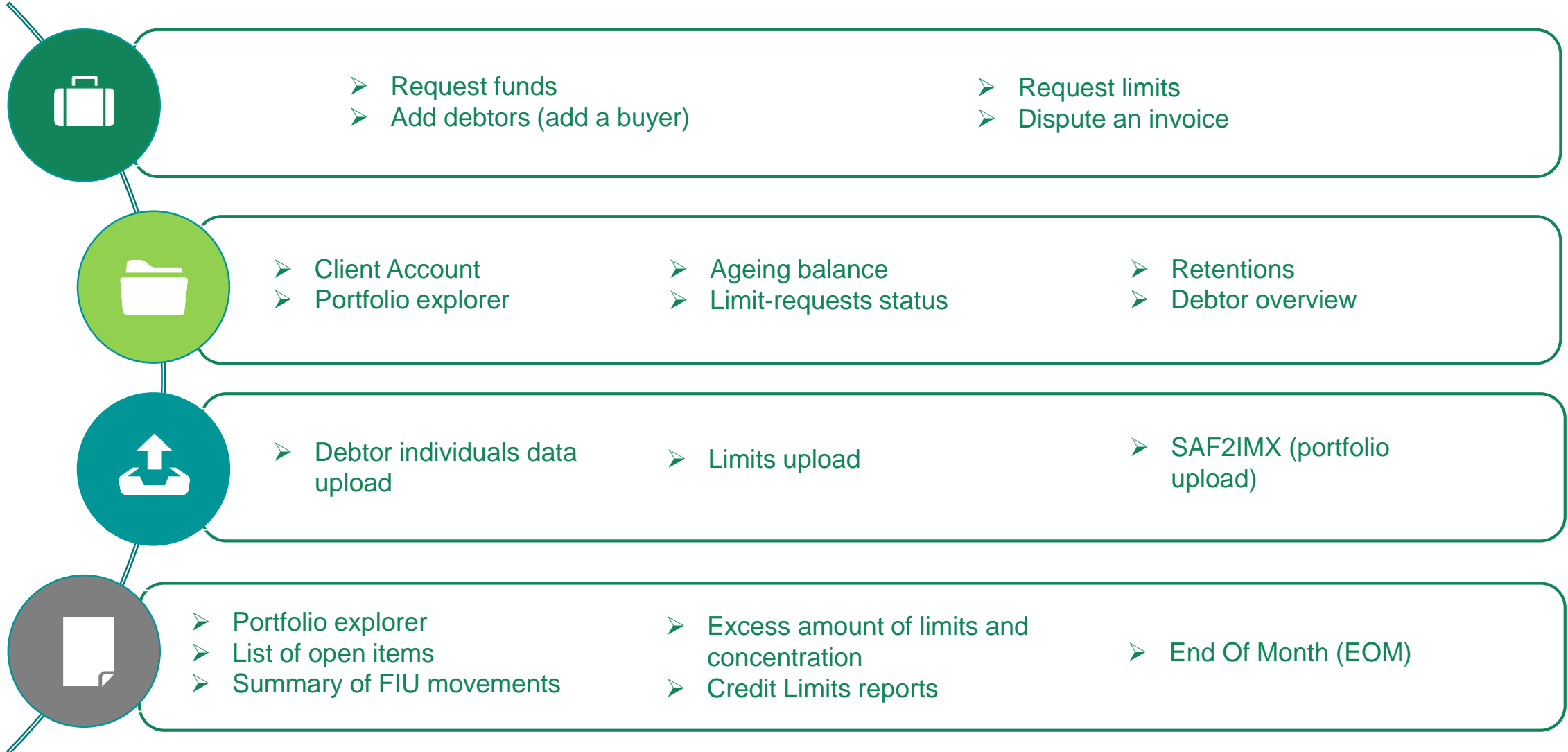
## 1.2 My Home page



### Access to different Web Site Sections:

- 1 Add new buyer, request a limit, request funds...
- 2 Access to your account portfolio explorer, ageing balance, retentions, ...
- 3 Upload your invoices and credit note data, limits, SAF files...
- 4 All your reports

# 1.3 My Home page – Overview of main functionalities



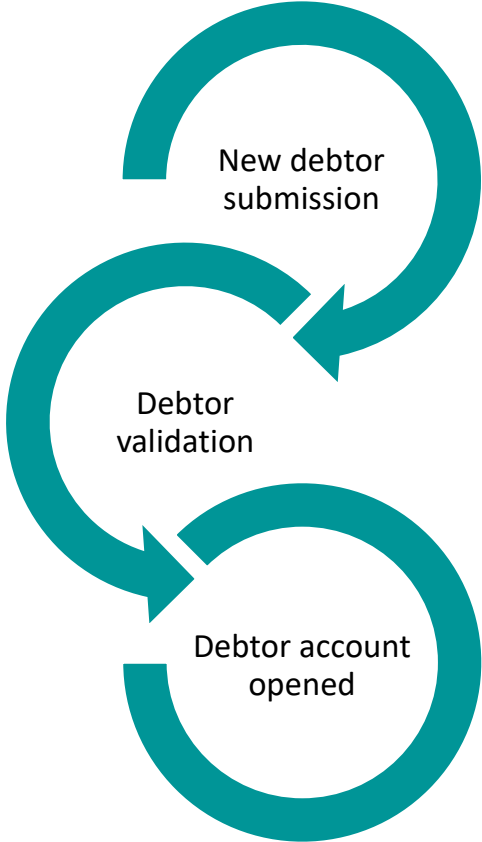
# 2. Debtors creation

In order to load invoices into our system, related debtors need to be created first.

Two different ways to create a debtor :

- 1. Add a buyer functionality : to create a single debtor
- 2. Upload a debtors file : to create a large number of debtors

Providing accurate and relevant debtor's data ensure a fast debtor validation !



## 2.1 Add a buyer

**EUROFACTOR**  
CRÉDIT AGRICOLE GROUP

TEST\_GLOBAL

**Add buyer**

**1** **do**

Request funds

**Add a buyer**

Request a limit

Dispute Invoices

Submit AR

CHECK

UPLOAD DATA

Reports and downloads

**Main data**

Account code\* FR03128 - SAF - EUR - 2106110005 - FOUNDATION

Country\* FRANCE

Company name\* Space X

Legal form <CHOOSE>

VAT number

Buyer number\*

Language <CHOOSE>

**2**

**3** **Addresses**

Address type	Country	City	Address line 1	Address line 2	
HOME	UNITED STATES	HAWTHORNE	1 ROCKET ROAD	CA 90250	

**4** **Add contact**

Position	Name	First name	Tel.	Mobile	E-mail	
MANAGER	Musk	Elon	44 20 45 92 2003			

**5** **Bank details**

**5** **Deduction Conditions**

**6** SAVE CANCEL

To add a buyer:

- 1 Choose « do » section and « Add a buyer »
- 2 In « account code » field, select the contract concerned
- 3 Click on « + » to add the buyer's address
- 4 Click on « + » to add a contact
- 5 Add a dedicated bank account, direct debit or deduction conditions (optional)
- 6 Confirm all your entries with « save »

## 2.2 Debtor file

**EUROFACTOR**  
CRÉDIT AGRICOLE GROUP

TEST\_GLOBAL

### Batch Integration

**File Integration**

Contract: <Choose> (3)

File (4)

Upload attachment

**UPLOAD** (5)

### History

Upload date	Integration date	File Name	Uploaded by	Contract/Party	Status	Error(s)
02/09/2021 10:35		TEST_GLOBAL-20210902103527-FX03848_DB2IMX_v7.csv	TEST_GLOBAL		Rejected	(6)
02/09/2021 10:30		TEST_GLOBAL-20210902103016-FX03848_DB2IMX_v5.csv	TEST_GLOBAL		Rejected	
01/09/2021 17:27		TEST_GLOBAL-20210901172721-FX03848_DB2IMX_v3.csv	TEST_GLOBAL		Partially processed	
01/09/2021 16:45		TEST_GLOBAL-20210901164555-FX03848_DB2IMX_v2.csv	TEST_GLOBAL		Partially processed	
01/09/2021 16:09		TEST_GLOBAL-20210901160920-FX03848_DB2IMX_v1.csv	TEST_GLOBAL		Partially processed	

Showing 1 to 5 of 5 entries

To upload a Debtor file:

- 1 Choose « Upload data » section
- 2 And « Debtor individuals data upload »
- 3 Select the contract concerned
- 4 Add your DEBTOR file
- 5 And upload it
- 6 Under « History » you see the file upload status

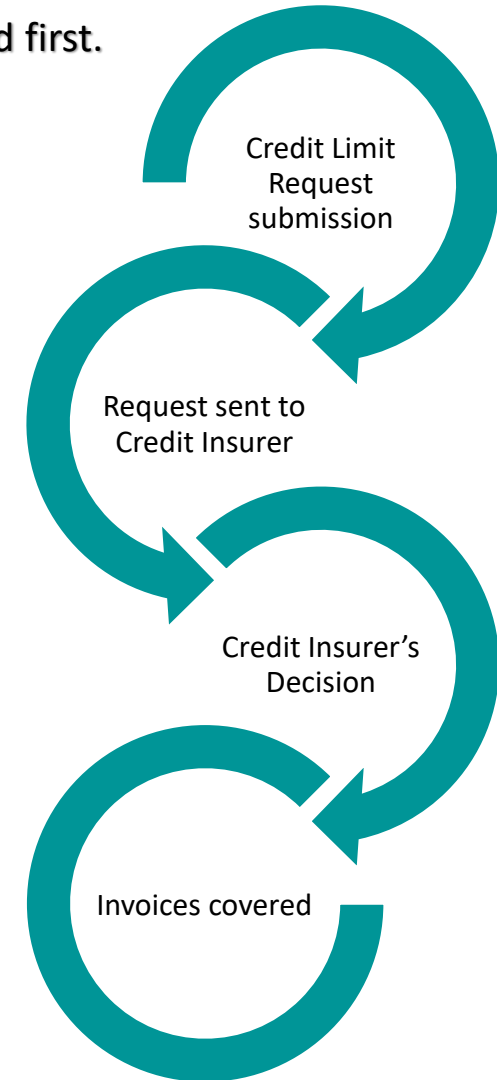


### 3. Credit limits creation

In order to get a funding on invoices purchased, credit limits need to be requested and approved first.

2 different ways to request a credit limit:

- ✓ Request a credit limit manually: to request a single credit limit
- ✓ Upload a Limit file : to create/request a large number of credit limits



# 3. Credit Limits creation



## 1. To request a single credit limit:

- 1 Go to « Do » section and select « Request a limit »
- 2 Choose a contract number and the buyer concerned
- 3 Complete all required data – please select **always « Credit limit »** under Limit type
- 4 Enter the amount
- 5 Attach a file (optional)
- 6 Save your entries

Date de chargement	Date d'intégration	Nom fichier	Chargé par	Contrat/intervenant	Etat du fichier	Erreur(s)
25/05/2021 15:48	25/05/2021 15:48	GUETTAB-C-20210525154844-SA_FRANCE_LIM2IMX_v3.csv	GUETTAB-C	SA FRANCE(CL)	Integrated	N/A
21/05/2021 11:24	21/05/2021 11:24	GUETTAB-C-20210521112409-SA_SPAIN_LIM2IMX_v3.csv	GUETTAB-C	SA SPAIN(CL)	Integrated	N/A
26/04/2021 13:34	26/04/2021 13:35	GUETTAB-C-20210426133434-CREDIT_LIMIT_20210426.csv	GUETTAB-C	CLIENT C3(CL)	Integrated	N/A
22/04/2021 10:20	22/04/2021 10:21	GUETTAB-C-20210422102049-CREDIT_LIMIT_20210422.csv	GUETTAB-C	CLIENT C3(CL)	Integrated	N/A
08/04/2021 16:27	08/04/2021 16:27	GUETTAB-C-20210408162729-CREDIT_LIMIT_20210408.csv	GUETTAB-C	CLIENT 17(CL)	Integrated	N/A

## 2. To request several Credit Limits requests by upload :

- 1 Go to « upload data » section and select « Limits upload »
- 2 Choose the contract number concerned
- 3 Change encoding type to « Unicode (UTF8) »
- 4 Attach your LIMIT file
- 5 Click on Upload
- 6 Your file is successfully integrated (History part), in case of rejection reason is displayed

## 4. Invoices upload

### Batch Integration

**File Integration**

Contract: <Choose> 2






Encoding: Western European (ISO) 3

File 4

Upload attachment

**UPLOAD** 5

**History**

Upload date	Integration date	File Name	Uploaded by	Contract/Party	Status	Error(s)
10/09/2021 18:45	10/09/2021 18:46	TEST_GLOBAL-20210910184545-GB03847_SAF2IMX_v5.csv	TEST_GLOBAL		Integrated <span>6</span>	
10/09/2021 18:37	10/09/2021 18:38	TEST_GLOBAL-20210910183753-GB03847_SAF2IMX_v4.csv	TEST_GLOBAL		Integrated	N/A 
10/09/2021 16:52	10/09/2021 16:52	TEST_GLOBAL-20210910165215-GB03847_SAF2IMX_v3.csv	TEST_GLOBAL		Integrated	N/A 
10/09/2021 16:49	10/09/2021 16:50	TEST_GLOBAL-20210910164948-FX03848_SAF2IMX_v4.csv	TEST_GLOBAL		Integrated	N/A 
09/09/2021 11:28	09/09/2021 11:28	TEST_GLOBAL-20210909112813-FX03848_SAF2IMX_v2.csv	TEST_GLOBAL		Integrated	N/A 

Showing 1 to 5 of 5 entries

### To Upload a SAF file (Portfolio file):

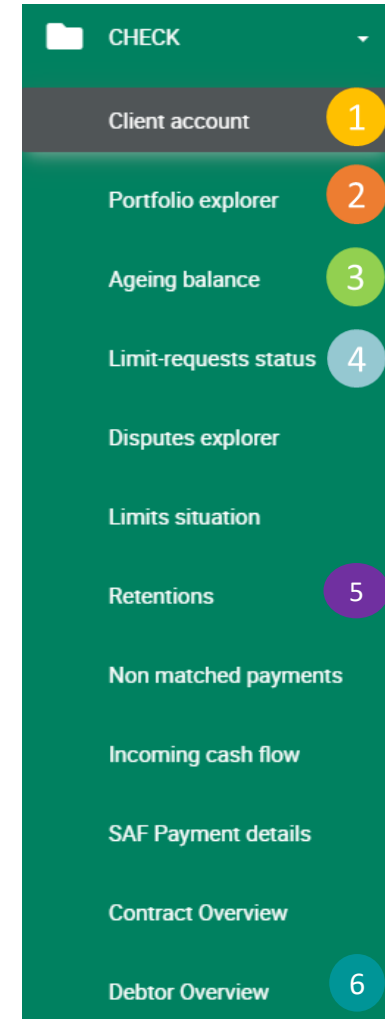
- 1 Go to « Upload data » section and select « SAF2IMX »
- 2 Choose the contract concerned
- 3 Change encoding type to « Unicode (UTF8) »
- 4 Attach your SAF file
- 5 Click on Upload
- 6 Your SAF file is successfully integrated (see History)

## 5. Consult your positions

In the menu CHECK, you can consult all data already created/uploaded and the result of our system calculations.

Among others fonctionnalités, you can see :

1. Client Account
2. Portfolio Explorer
3. Ageing Balance
4. Limit requests status
5. Retentions
6. Debtor Overview



# 5.1 Client account



To check the key elements of your accounts

- 1 Go to « check » section and click on client account, select a contract with currency of your choice
- 2 Your aggregated availability with consolidated data and currency of your choice
- 3 Your single account position:
  - with all figures related to selected entity : retentions, availability, FiU, cash in transit, ...
  - clicking on figures will give you a direct access to details of retentions, CIT (cash in transit), current account, ...

**Client account statement**

Aggregated availability

Select your account(s)

Load historical client statement data

Simulation with

**Aggregated accounts summary**

Real availability: 24,540.87 EUR

Total outstanding	Funds in Use	Other deductions
14,068,967.03 EUR	12,920,661.86 EUR	1,123,764.30 EUR

**Single account - summary**

Available amount: 2,550.93 EUR

[REQUEST FUNDING](#)

Total portfolio	Funds in Use	Other deductions
1,057,628.62 EUR	822,597.71 EUR	232,479.98 EUR

Contract number		Total portfolio	Other deductions	Funds in Use	Pending payments and costs	Available amount
>	EUR	1,057,628.62 EUR	232,479.98 EUR	822,597.71 EUR	0.00 EUR	2,550.93 EUR
>	EUR	8,693,437.23 EUR	786,827.28 EUR	7,906,546.40 EUR	0.00 EUR	560.55 EUR
>	EUR	4,317,901.18 EUR	104,957.04 EUR	4,191,517.75 EUR	0.00 EUR	21,428.39 EUR
<b>Totals</b>		14,068,967.03 EUR	1,123,764.30 EUR	12,920,661.86 EUR	0.00 EUR	24,540.87 EUR

**Single account - detailed info - 2206160152 - EUR**

**Single account - summary**

Available amount: 2,550.93 EUR

[REQUEST FUNDING](#)

Total portfolio: 1,057,628.62 EUR

Funds in Use: 822,597.71 EUR

Other deductions: 232,479.98 EUR

**Financing base**

Reason	Fin. rate	Financing base	Fundable amount	Total Fundable amount
BY DEFAULT	100.00 %	822,077.75 EUR	822,077.75 EUR	822,077.75 EUR
Fundable amount				822,077.75 EUR
Max fundable amount				822,077.75 EUR
FIU Cash				822,597.71 EUR
Cash in transit				6,928.11 EUR
Available amount				2,550.93 EUR
Real availability				24,540.87 EUR

Client current account balance: 235,030.91 EUR

Total portfolio: 1,057,628.62 EUR

- Receivables: 1,057,628.62 EUR

Financial retentions: 225,550.07 EUR

- For fin. limits: 16,736.07 EUR
- Others: 208,814.80 EUR

# 5.2 Portfolio Explorer

**1** Portfolio explorer

**2** Search

**3** Results

Debtor name	Debtor number	Your number	Doc type	AF number	Document number	Doc amount	Balance	Issue date	Due Date	Calculated Due date	Disputed	Dunning level	Payment date	Retention reason	Retention Comment	Guarantee status	Status	Fundable amount	Visualization
		CU12103	INVOICE	5	SINV000084	\$28,034.00 USD	\$28,034.00 USD	24/10/2022	13/02/2023	13/02/2023	0.00 USD					No	FIN-OOV	\$28,034.00 USD	
		CU12103	INVOICE	5	SINV000082	\$28,034.00 USD	\$28,034.00 USD	21/10/2022	13/02/2023	13/02/2023	0.00 USD					No	FIN-OOV	\$28,034.00 USD	
		CU12103	INVOICE	9	SINV000100	\$28,034.00 USD	\$28,034.00 USD	10/01/2023	16/05/2023	16/05/2023	0.00 USD					No	FIN-OOV	\$28,034.00 USD	
		CU12103	INVOICE	9	SINV000099	\$28,034.00 USD	\$28,034.00 USD	10/01/2023	16/05/2023	16/05/2023	0.00 USD					No	FIN-OOV	\$28,034.00 USD	
		CU12103	INVOICE	6	SINV000089	\$28,034.00 USD	\$28,034.00 USD	23/11/2022	15/03/2023	15/03/2023	0.00 USD					No	FIN-OOV	\$28,034.00 USD	
		CU12103	INVOICE	6	SINV000092	\$28,034.00 USD	\$28,034.00 USD	25/11/2022	15/03/2023	15/03/2023	0.00 USD					No	FIN-OOV	\$28,034.00 USD	
		CU12103	INVOICE	10	SINV000105	\$28,034.00 USD	\$28,034.00 USD	31/01/2023	16/05/2023	16/05/2023	0.00 USD					No	FIN-OOV	\$28,034.00 USD	
		CU12103	INVOICE	5	SINV000085	\$28,034.00 USD	\$28,034.00 USD	24/10/2022	13/02/2023	13/02/2023	0.00 USD					No	FIN-OOV	\$28,034.00 USD	
		CU12103	INVOICE	6	SINV000090	\$28,034.00 USD	\$28,034.00 USD	24/11/2022	15/03/2023	15/03/2023	0.00 USD					No	FIN-OOV	\$28,034.00 USD	
		CU12103	INVOICE	6	SINV000091	\$28,034.00 USD	\$28,034.00 USD	25/11/2022	15/03/2023	15/03/2023	0.00 USD					No	FIN-OOV	\$28,034.00 USD	

## To check all open items in purchased portfolio

- 1 Go to « check » section and click on « Portfolio explorer »
- 2 Search by contract number, debtor, document, ...
- 3 Results of your research is displayed, you can extract this list under Excel format using

## 5.3 Ageing Balance

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LEASING & FACTORING

Ageing balance

Search Ageing Balance

Supplier contract ID  2

Supplier client account ID

Buyer account ID

Based on  Issue date  Due date


Ageing Balance Results 3

9,000,000.00

100,000.00

Category	Amount (Approximate)
Not overdue	9,000,000.00
Overdue	4,000,000.00
Due 0-30	3,500,000.00
Due 31-45	500,000.00
Due 46-60	1,000,000.00
Due 61-90	1,500,000.00
Due > 91	2,000,000.00

To have an overview of your ageing balance :

- 1 Go to « check » section and click on Portfolio explorer
- 2 Search by contract number, debtor, document, ...
- 3 Results are displayed with a graph or with a table listing concerned invoices. You can extract this list under Excel format using 

## 5.4 Limit-requests status

### Limit request history

**Debtor**

Acc. code  **2** Debtor number  Debtor name

Valid from to From  To  VAT  National number

Internal case reference  City  Address

Country  ZIP  Address 2


State

<sup>1</sup>Advanced search (with % sign) is possible only on fields: Name, City, Address.

**Search results** **3**

Debtor name	Debtor number	VAT	Requested amount	Request id	Type	Request date	Debtor code	Decision	Approved amount	Start date	End date	Currency
	3MOD01		210,630.40 GBP	<a href="#">A707XKUG</a>	CREDIT LIMIT REQUEST	04/11/2022		APPROVED	210,630.40 GBP	04/11/2022		GBP
	7IND02		43,320.00 GBP	<a href="#">A707XKUK</a>	CREDIT LIMIT REQUEST	04/11/2022		APPROVED	43,320.00 GBP	04/11/2022		GBP
	6ROY02		182,005.08 GBP	<a href="#">A707XKUH</a>	CREDIT LIMIT REQUEST	04/11/2022		REFUSED	0.00 GBP	04/11/2022		GBP

**To check credit limit requests on your debtors:**

- 1 Go to « check » section and click on Limit-requests status
  - 2 Search by contract number, debtor, ...
  - 3 Results of your research are displayed, you can extract this list under Excel format using 
- Decision can be :
- Approved
  - Partially Approved
  - Refused
  - Debtor identification
  - Pending CI (waiting for decision from the Insurer)
  - Removed



# 5.5 Retentions

## Retentions



Search criteria

2

Client account:



Search results

3

Buyer	Buyer number	Document number	Due date	Date of retention	Document date	Face value	Retention amount	Retention reason	Dunning level	Comment
		<a href="#">0431798239</a>	30/03/2023	08/02/2023	06/02/2023	155.02 EUR	155.02 EUR	Limit already consumed		N/A
		<a href="#">0431797523</a>	01/05/2023	01/02/2023	31/01/2023	11,351.10 EUR	11,351.10 EUR	Limit already consumed		N/A
		<a href="#">1500000258</a>	10/05/2023	01/02/2023	26/01/2023	45,913.97 EUR	45,913.97 EUR	Limit already consumed		N/A
		<a href="#">1500004569</a>	10/03/2023	04/01/2023	29/12/2022	13,203.80 EUR	13,203.80 EUR	Limit already consumed		N/A
		<a href="#">1500004187</a>	10/02/2023	04/01/2023	28/11/2022	15,705.03 EUR	14,308.27 EUR	Limit already consumed		N/A
		<a href="#">0431771798</a>	30/09/2022	29/11/2022	25/08/2022	6,690.82 EUR	6,690.82 EUR	Long due		N/A
		<a href="#">0431771796</a>	30/09/2022	29/11/2022	25/08/2022	80,658.67 EUR	80,658.67 EUR	Long due		N/A
		<a href="#">0431771800</a>	30/09/2022	29/11/2022	25/08/2022	59,672.86 EUR	59,672.86 EUR	Long due		N/A
		<a href="#">0431761024</a>	15/08/2022	14/10/2022	17/06/2022	1,463.90 EUR	1,463.90 EUR	Long due		N/A
		<a href="#">0431760580</a>	15/08/2022	14/10/2022	15/06/2022	420.42 EUR	420.42 EUR	Long due		N/A
<b>Totals:</b>						<b>235,235.59 EUR</b>	<b>233,838.83 EUR</b>			

To check why some invoices are not funded :

1 Go to « check » section and click on Retentions

2 Search by contract number, debtor, retention reason, ...

3 Results of your research are displayed, you can extract this list under Excel format using

Main reasons are :

- Insufficient credit limit
- Invoice overdue

# 5.6 Debtor Overview

**CRÉDIT AGRICOLE**  
LEASING & FACTORING

**Debtor Overview**

Search criteria

Acc. code\*  Debtor number  Debtor name

SEARCH ADVANCED SEARCH RESET

Results

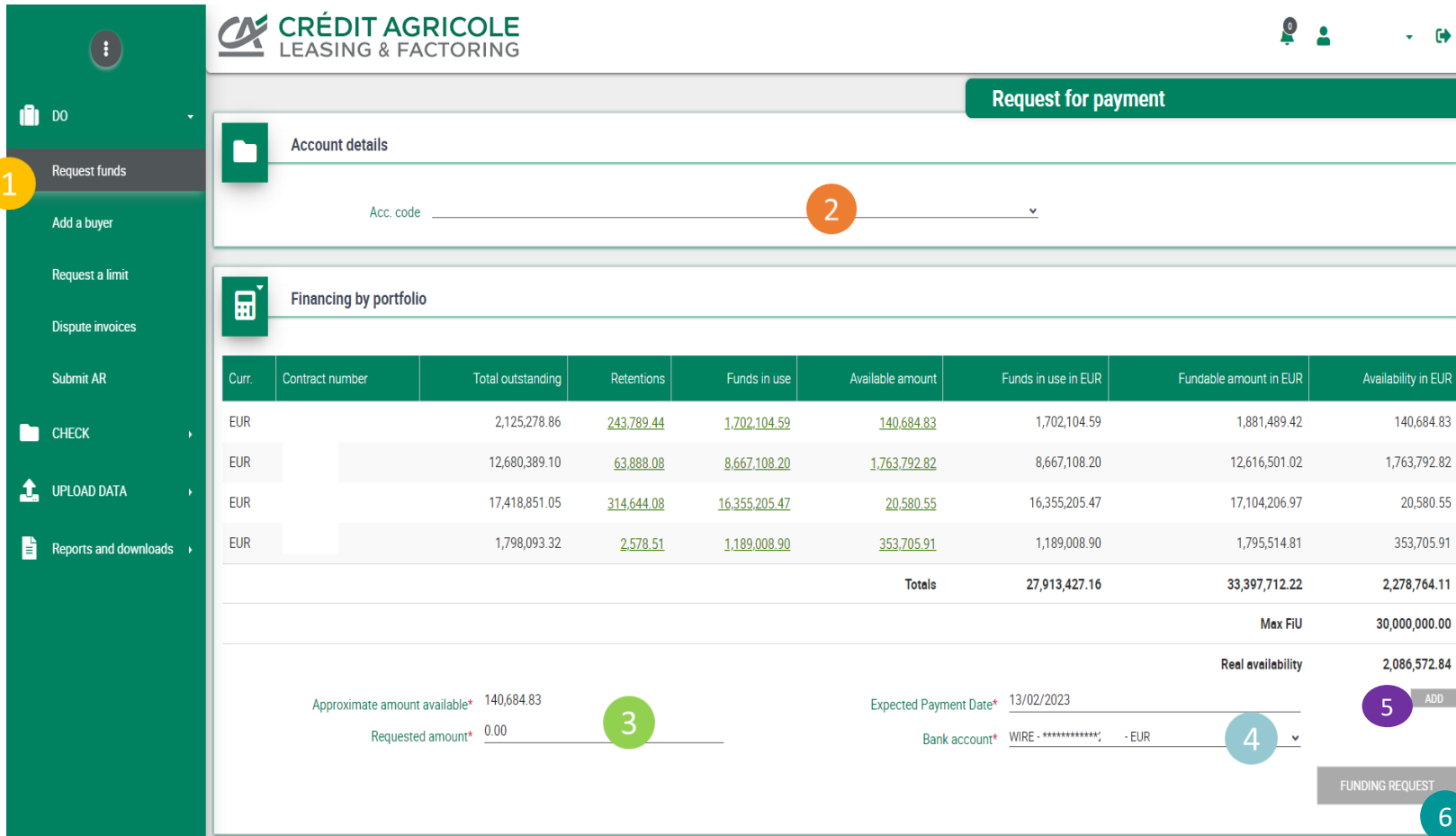
Debtor name	Debtor number	Country	City	ZIP	Address	National number	Balance	Currency	Percentage
	000001675	BELGIUM	Genk	3600			-5,900.15	EUR	-0.28
	000001732	BELGIUM	Putte	2580			-4,536.95	EUR	-0.21
	0000038120	BELGIUM	Sint-Pieters-Leeuw	1600			-3,661.94	EUR	-0.17
	0000034612	BELGIUM	Raeren	4731			-579.88	EUR	-0.03
	000001711	BELGIUM	Beringen	3581			-3.06	EUR	0.00
	0000038758	BELGIUM	Bruxelles	1050			0.00	EUR	0.00
	0000037917	BELGIUM	Assenede	9968			0.00	EUR	0.00
	0000036877	BELGIUM	Antwerpen	2610			0.00	EUR	0.00
	0000036430	BELGIUM	Beveren-Waas	9120			0.00	EUR	0.00
	0000028745	BELGIUM	Herenthout	2270			0.00	EUR	0.00

## To check all the debtors

- 1 Go to « check » section and click on Debtor Overview
- 2 Search by contract number, or debtor

- 3 Search results are displayed with all debtors already created for this contract and current outstanding

## 6. Request a Funding



**Request for payment**

Account details

Acc. code

Financing by portfolio

Curr.	Contract number	Total outstanding	Retentions	Funds in use	Available amount	Funds in use in EUR	Fundable amount in EUR	Availability in EUR
EUR		2,125,278.86	<u>243,789.44</u>	<u>1,702,104.59</u>	<u>140,684.83</u>	1,702,104.59	1,881,489.42	140,684.83
EUR		12,680,389.10	<u>63,888.08</u>	<u>8,667,108.20</u>	<u>1,763,792.82</u>	8,667,108.20	12,616,501.02	1,763,792.82
EUR		17,418,851.05	<u>314,644.08</u>	<u>16,355,205.47</u>	<u>20,580.55</u>	16,355,205.47	17,104,206.97	20,580.55
EUR		1,798,093.32	<u>2,578.51</u>	<u>1,189,008.90</u>	<u>353,705.91</u>	1,189,008.90	1,795,514.81	353,705.91
<b>Totals</b>						<b>27,913,427.16</b>	<b>33,397,712.22</b>	<b>2,278,764.11</b>
<b>Max FIU</b>								<b>30,000,000.00</b>
<b>Reel availability</b>								<b>2,086,572.84</b>
Approximate amount available*		140,684.83		Expected Payment Date*		13/02/2023		<b>5</b> ADD
Requested amount*		0.00		Bank account*		WIRE - *****; - EUR		<b>4</b> <input type="text" value=""/>
<b>FUNDING REQUEST</b> <b>6</b>								

To enter a funding request:

- 1 Go to « Do » section and select « request funds »
- 2 Select the contract concerned
- 3 Enter your requested funding amount
- 4 Select the bank account, the funding should be transferred to
- 5 Confirm your request by clicking on « Add »
- 6 And send your funding request

# 7. Reports and Downloads

- DO
- CHECK
- UPLOAD DATA
- Reports and downloads
- Request a report** 1
- My files 2

## REPORTS AND DOWNLOADS

Report name
PORTFOLIO EXPLORER REPORT
LIST OF NEW CREDIT LIMITS REQUESTS
LIST OF NEW CREDIT LIMIT REQUESTS LIGHT
LIST OF OPEN ITEMS
LIST OF OPEN ITEMS LIGHT
LIST OF PAYMENTS ON INTEREST
LIST OF NEW PAYMENTS
LIST OF APPROVED LIMITS
CLIENTS INVOICES AND CREDIT NOTES
SUMMARY OF FIU MOVEMENTS
EXCESS AMOUNTS OF LIMITS AND CONCENTRATION
CLASSICAL AUTHORIZED DEBTORS REPORT
ALLOCATED CERTIFIED PAYMENTS
CREDIT LIMITS REPORT
LIST OF NEW FINANCING LIMITS
LIST OF NEW FIN LIMIT REQUESTS LIGHT
LIST OF NEW DISPUTES
PORTFOLIO AND FIU BALANCE DETAILS

In this section, you can export (1) reports under Excel format (or PDF/HTML) such as :

1. Portfolio Explorer Report
2. List of Open Items
3. Summary of FiU Movements
4. Excess Amounts of Limits and Concentration
5. Credit Limits Report
6. Debtor Overview
7. End Of Months (EOM) reports (2)



# 7.1 Reports and downloads

## Portfolio explorer

### Options

- Client statement number: (Drop down menu – contract number)
- Currency – in line with the currency client account (*mandatory field*)
- Start date (*mandatory field*)
- End date (*mandatory field*)
- File format: Html, Excel or Pdf

Download



Feuille de calcul  
Microsoft Excel

### Report

Type	Internal Case Reference	Your Number	Name, First name of debtor	Document number	Invoicing Date	Due Date	Currency	Origin Amount	Balance	Payment Date	Date input	Accounting amount	Matching	Fundable amount	% Dispute	Num assign.	CL assig	Indemnified Amount	Retention Reason	Retention Comment
INVOICE	2204200091	C01577		TINT2022CI02039	05/09/2022	03/01/2023	EUR	2 650 891,50	2 650 891,50		09/09/2022	2 650 891,50	0,00	2 385 802,35		CA707HYKN	29	0,00		
PAYMENT	2204200091	C01577				09/09/2022	EUR	-2 650 891,50	0,00		09/09/2022	-2 650 891,50	-2 650 891,50		0,00			0,00		
PAYMENT	2204200091	C01577				09/09/2022	EUR	-2 343 890,86	0,00		09/09/2022	-2 343 890,86	-2 343 890,86		0,00			0,00		
INVOICE	2204200091	C01577		TINT2022CI02045	08/09/2022	06/01/2023	EUR	2 331 509,10	2 331 509,10		09/09/2022	2 331 509,10	0,00	2 098 358,19		CA707HXTX	29	0,00		

This report shows the same details present in the Portfolio explorer sheet (Check section) with the flexibility to extract data in a specific time frame:

- ✓ Type of items (Invoice, Credit note or Payment)
- ✓ Debtor name;
- ✓ Your number (Debtor ID in the Client system);
- ✓ Document number;
- ✓ Original amount – Document amount;
- ✓ Balance (open amount);
- ✓ Invoicing date - Issue date;
- ✓ Due date;
- ✓ Disputed;
- ✓ Retention reason;
- ✓ Fundable amount.



## 7.2 Reports and downloads

### List of Open Items



#### Options

- Contract number: (Drop down menu – contract number)
- Subcontract and Client Account – Automatic selection
- File format: Html, Excel or Pdf



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#### Report

27/09/2022		09:13:03		LIST OF OPEN ITEMS											
* Please notice that limit amounts displayed in foreign currencies are for reference only. The communicated limits in USD are binding.															
Sub-contract	Debtor Number	Debtor Name	Limit	Item Type	Document Reference	Document Date	Due Date	Calculated Due Date	Days overdue	Currency	Current Balance	Purchased Amount	Amount in Dispute	Amount in Restriction	Restriction reason
2110120024	99890241		1 200 000,00	INV	2022/112000006530	29/07/2022	27/09/2022	27/09/2022		USD *	22 324,21	22 324,21	0,00	0,00	
2110120024	99890241		1 200 000,00	INV	2022/112000007425	30/08/2022	29/10/2022	29/10/2022		USD *	22 229,00	22 229,00	0,00	0,00	

This report shows the Open items (Invoices, Credit Notes, Drafts, etc.) of the selected contract in the date of the extraction.

The fields:

- ✓ Sub contract;
- ✓ Debtor number (Debtor ID in the Client system);
- ✓ Debtor name;
- ✓ Limit – Approved Credit limit ;
- ✓ Item type – INV(invoice), CN(Credit note);
- ✓ Document Reference – Document number;
- ✓ Document date – Issue date;
- ✓ Due date;
- ✓ Days overdue – (Counting of the dd in overdue);
- ✓ Current balance – Balance already opened;
- ✓ Purchase amount – Original balance;
- ✓ Amount in dispute;
- ✓ Amount in restriction – Retention;
- ✓ Restriction reason – Retention reason.

The Light version contains the same information except: Sub contract codification and Limit



# 7.3 Reports and downloads

## Summary of FIU Movements

### Options

- Client Statement number - (Drop down menu – contract number)
- From – Initial date
- End – End date
- Type of date – Value date or Transaction date
- File format: Html, Excel or Pdf



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### Report

#### TOTALS by movement type

Opening FIU balance	34.514.616,60			
Closing FIU balance	29.782.300,16			
Type	Nb of transactions	Net Amount	VAT Amount	Gross Amount
DEBTOR'S PAYMENT	1004	-25 588 150,23	0,00	-25 588 150,23
FACTORING COMMISSION	2272	16 345,06	0,00	16 345,06
PRE-CALCULATED INTEREST ON PAYMENTS	16	110 199,56	0,00	110 199,56
OUTGOING PAYMENT TO CLIENT	16	20 729 199,17	0,00	20 729 199,17
EXTRANET SUBSCRIPTION	1	90,00	0,00	90,00

#### DETAILS by movement type

Type	Value Date	Transaction Date	Nb	Net Amount	VAT Amount	Gross Amount
DEBTOR'S PAYMENT	30/11/2022	01/12/2022	45	-1 679 703,08	0,00	-1 679 703,08
FACTORING COMMISSION	01/12/2022	01/12/2022	175	2 131,11	0,00	2 131,11
PRE-CALCULATED INTEREST ON PAYMENTS	01/12/2022	01/12/2022	1	17 182,98	0,00	17 182,98
OUTGOING PAYMENT TO CLIENT	29/01/2023	01/12/2022	1	3 287 111,87	0,00	3 287 111,87
DEBTOR'S PAYMENT	01/12/2022	02/12/2022	47	-3 356 219,97	0,00	-3 356 219,97

The report shows the movements in terms of operations in a specific time frame. It is composed by 2 sections, the TOTALS shows the aggregated information, DETAILS shows the operations in chronological order. The fields:

- ✓ Type (of movements):
  - Funding – Outgoing payment to client;
  - Fees – (ex. Service cost);
  - Factoring commission;
  - Interests – Pre calculated interest on payments;
  - Payments received – Debtor's payment;
  - Manual transactions;

- ✓ Value date;
- ✓ Transaction date;
- ✓ Nb – Number of transactions;
- ✓ Net amount;
- ✓ VAT amount;
- ✓ Gross Amount.



## 7.4 Reports and downloads

### Excess Amounts of Limits and Concentration

#### Options

- Factor (*Standard Crédit Agricole Leasing and Factoring SA*)
- Debtor
- Client
- File format: Html, Excel or Pdf



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#### Report

CLIENT NAME	CONTRACT	CONTRACT	SUBCONTRACT	SUBCONTRACT	DEBTOR	CL NUMBER	CL/DB ACCOUNT	CL/DB CURRE	DB PORTFOLIO	FIN LIMIT	TOTAL RETENTIONS	EXCEEDED FIN LIMIT	CR LIMIT	TOTAL NOT COVERED	EXCEEDED CR LIMIT NET	% OF CONCENTRATION	BASE CONCENTRATION	CONCENTRATION RETENTION	OTHER RETENTIONS
	US00008	USD	2110120024	USD		99405200	2110290226	USD	1 942 195,24	2 900 000,00	0,00	0,00	2 900 000,00	0,00	0,00	0,00	0,00	0,00	0,00
			TOTAL SUBCONTRACT						1 942 195,24		0,00	0,00		0,00	0,00			0,00	0,00
TOTAL CLIENT (EUR)									2 013 279,59		0,00	0,00		0,00	0,00			0,00	0,00

This report shows the excess in the amount considering the established Credit limits and Financing limits and also the concentration information.

The fields:

- ✓ Client name;
- ✓ Contract – Contract number;
- ✓ Subcontract;
- ✓ Debtor – Debtor name;
- ✓ CL Number – Debtor ID in the Client system;
- ✓ DB portfolio – Outstanding balance;
- ✓ Financing Limit
- ✓ Total retention;
- ✓ Exceeded Fin Lim;
- ✓ Credit limit;
- ✓ Total not covered;
- ✓ Exceeded Credit limit;
- ✓ % Concentration;
- ✓ Concentration retention and other concentration info





# 7.5 Reports and downloads

## Credit Limit Reports



### Options

File format: Html, Excel or Pdf



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### Report

This report shows the situation of the requested Credit limit, split by contract and currency. There is no possibility to choose a specific time-frame and the extraction considers only the contracts the user has the rights to manage.

The fields:

- ✓ Debtor number;
- ✓ Debtor – Debtor name;
- ✓ Guaranteed Credit limit;
- ✓ Used Credit limit;
- ✓ Available Credit limit;
- ✓ Max term – by default 180 days;

CLASSICAL				
Non-recourse				
US00008				
Currency CAD				
Debtor number	Granted credit limit	Used credit limit	Available credit limit	Max term
99106454	301 026,66	221 059,76	79 966,90	180,00
99805033	68 415,15	15 365,91	53 049,24	180,00
Currency EUR				
Debtor number	Granted credit limit	Used credit limit	Available credit limit	Max term
99900504	1 500 000,00	776 600,92	723 399,08	180,00
99110636	250 000,00	249 053,42	946,58	180,00
Currency USD				
Debtor number	Granted credit limit	Used credit limit	Available credit limit	Max term
99900504	1 446 619,73	748 964,14	697 655,59	180,00
	200 000,00	0,00	200 000,00	180,00



# 7.6 Reports and downloads

## End Of Month report



### Options

- Created date begin
- Created date end
- Document type – *No mandatory field*
- Contract: (Drop down menu – contract number)
- Filter – *No mandatory field*



Search



Adobe Acrobat Document

### Fields for download

File Name	Description	Date created
<input type="checkbox"/> EOM_CLIENT_OUTPUT_1	_EUR_20220930_A905HIH6.pdf	30/09/2022
<input type="checkbox"/> EOM_CLIENT_OUTPUT_1	_USD_20220930_A905HIH8.pdf	30/09/2022
<input type="checkbox"/> EOM_COPY_1	_EUR_20220930_A905HIHE.pdf	30/09/2022

### Main report

- ✓ EOM\_COPY – shows the total amount of interests charged to the client on monthly basis with the details on the position day by day;
- ✓ EOM\_CLIENT\_OUTPUT – shows for the selected month:
  - the movements of the balance with details on the EU balance vs Other countries;
  - The ageing balance;
  - Factoring commission;
  - Interest amount.
- ✓ CLIENT\_OUTPUT – shows the client current account on daily basis



Download the table in pdf format