



EXIM Online (EOL) Guide for Exporters and Brokers: Reporting Shipments and Overdue Receivables

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NOTE: This guide applies to Multi-Buyer policies (Express, ENB, ESC) and Single Buyer (ESS). There are some minor differences in the data inputs for these policies. For example, you cannot add a new buyer in an Express or ESS policy. Otherwise the general process is very similar.

Shipment Reporting Requirements and Best Practices

- Check the Country Limitations Schedule (CLS) before shipping, and sign up for automatic email notification of CLS changes
<https://www.exim.gov/email-sign-up-cls>
- Review Article 3 of the multi-buyer and single buyer insurance policies describing what constitutes an insured transaction
- Review the definition of a “buyer obligation” in the Definitions section of the insurance policy
- Check the insurance policy parameters to make sure the shipment is within the authorized amounts (SBCL, DCL) and payment terms
 - EOL will let you report certain shipments even if the shipment is not fully eligible
 - The appearance of a buyer on your buyer list does not automatically mean a shipment to that buyer will be eligible
- Record shipments as they are made
 - You cannot report a shipment date in the future
- Submit shipment reports monthly but no later than the end of the month following the month of shipment
 - Shipments reported afterwards will be considered late and coverage for that shipment could be denied
 - You may submit shipment reports and pay premium each time you report shipments. However, it may be more efficient to record the shipments as you ship, but submit the shipment report and pay premium only once after the end of the month
- If there are no shipments for a month, affirmatively report no shipments in EOL; do not skip reporting for that month
- You may bundle multiple invoices to the same buyer together
 - You do not have to report and submit separately for each individual invoice to the same buyer
- You can only add a new buyer to its buyer list when you first go to ship to that buyer
 - You cannot add a buyer unless you immediately report a shipment after adding the that buyer
- Enter the buyer’s full legal name and use it consistently
- Report overdues (if any) before you report shipments; EOL will automatically prompt you to do this
 - Only required to report overdues of \$25,000 or more AND that are more than 90 days past due
 - Update any previously-reported overdues before you report shipments
 - Stop shipment clause in the insurance policy requires the exporter to stop shipping if buyer is past due by \$2,000 or more and more than 90 days past due
- You should open the link to the certification and read it before submitting the shipment report
- Brokers can help the exporter complete shipment reporting in EOL, but the exporter must make the final submission and pay the premium. Credit card and ACH is preferred.

- This guide will show you how to report and update overdue receivables during the shipment reporting process. But you can also report new overdues and update existing overdues from the home landing page using any one of the following links (see the landing page below):
 - “Report Overdues”
 - “Insurance In Force/Recently Expired Policies”
 - “Search Portfolio”. See the section starting on page 20.

Where to Begin Reporting Shipments and Overdue Receivables

1. You can initiate a shipment report in one of two ways. The first way is to click on “Report Shipments” from the landing page and select the applicable policy. You will then be taken to a screen to report overdue information. The second way is to click on “Insurance in Force/Recently Expired Policies”, and select the applicable policy. This second method will then take you to the home page for that policy, which provides important details about the policy (e.g. DCL limits, SBCLs, policy endorsements). We recommend you use this second method so you have the benefit of this information before you start reporting shipments.

NOTE: The screen below is the exporter’s landing page view. There are a few minor differences compared to the broker’s landing page view. However, those differences will not affect shipment reporting.

Test Exporter - 477 Testing

Business Address: 6510 Tilden Ln, Rockville, MD 20852-3745
 Primary Contact: Ed Coppola (202) 965-3129, exo_deadletter@exim.gov

Insurance In Force/Recently Expired Policies

4 items found, displaying 1 items

Download as: CSV | Excel | XML | PDF
 Items per page: 10 25 50 100

Policy #	Type	Insured	State	Buyer	Country	Credit Limit	Status	Effective Date	Expiry Date
094631	ESC	Test Exporter - 477 Testing	MD			301,000.00	Issued	09/01/2017	09/01/2018
094631	ESS	Test Exporter - 477 Testing	MD	Productos De Leche Sa	MEXICO	45,000.00	Issued	09/01/2017	09/01/2018

Test Exporter - 477 Testing

Business Address:
6510 Tilden Ln
Rockville, MD 20852-3745

Company: Test Exporter - 477 Testing
Policy Type: ESC
Policy #: 664630
Assigned RM: Walter Koslow (exo_deadletter@exim.gov)
Broker: Test Broker
Assignee:

Policy Period: 09/01/2017 – 09/01/2018

Policy Payment Limit: \$301,000.00

Insured % of Coverage: 95%

Deductible: \$12,500.00

Credit DCL: \$0.00

Ledger DCL: \$20,000.00

Premium Rate: \$0.95

Policy Parameters

Policy Period:	09/01/2017 - 09/01/2018
Policy Payment Limit:	\$301,000.00
Insured % of Coverage:	95%
Deductible:	\$12,500.00
Credit DCL:	\$0.00
Ledger DCL:	\$20,000.00
Premium Rate:	\$ 0.95

[Country Limitation Schedule](#)
[Due Diligence](#)

Endorsements

2 items found, displaying all items. Items per page: 10 25 50 100

Description	Endorsement #
DCL - Discretionary Credit Limit	1
Foreign Currency	2

In Force SBCLs & IBCLs

Nothing found to display

Pending Applications

Nothing found to display

Saved/Not Submitted Application

2 items found, displaying all items. Items per page: 10 25 50 100

Tracking #	Type	Buyer	Buyer Country	Payment Limit	Endorsement #	Last Saved	Saved By
664624	SBCL NEW	Aruba Caribbean Hotel, Lp	ARUBA			10/10/2017	darjon
664789	MULTI-BUYER POLICY AMENDMENT			301,000.00		10/04/2017	

How to Report Shipments and Overdue Receivables

Reporting and Updating Overdue Receivables

1. Begin reporting shipments by clicking on "Report/View Shipments"

Test Exporter - 477 Testing

Business Address:
6510 Tilden Ln
Rockville, MD 20852-3745

Company: Test Exporter - 477 Testing
Policy Type: ESC
Policy #: 664630
Assigned RM: Walter Koslow (exo_deadletter@exim.gov)
Broker: Test Broker
Assignee:

Company Contact:
Ed Copola
(202) 565-5129
exo_deadletter@exim.gov

Policy Contact:
John Smith
(123) 456-7890
john.smith@littlebrother.com

Policy Parameters

Policy Period:	09/01/2017 - 09/01/2018
Policy Payment Limit:	\$301,000.00
Insured % of Coverage:	95%
Deductible:	\$12,500.00
Credit DCL:	\$0.00
Ledger DCL:	\$20,000.00
Premium Rate:	\$ 0.95

Quick Links

- [View Policy Documents](#)
- [SBCL Application](#)
- [IBCL Application](#)
- [Cancel/Withdraw SBCL/IBCL](#)
- [Report/View Shipments](#)
- [Report/View Overdues](#)
- [Amend Policy](#)
- [Assign Policy](#)
- [Policy History](#)
- [View Claims](#)
- [Country Limitation Schedule](#)
- [Due Diligence](#)

Endorsements

2 items found, displaying all items. Items per page: 10 25 50 100

Description	Endorsement #
DCL - Discretionary Credit Limit	1
Foreign Currency	2

In Force SBCLs & IBCLs

Nothing found to display

Pending Applications

Nothing found to display

Saved/Not Submitted Application

2 items found, displaying all items. Items per page: 10 25 50 100

Tracking #	Type	Buyer	Buyer Country	Payment Limit	Endorsement #	Last Saved	Saved By
664624	SBCL NEW	Aruba Caribbean Hotel, Lp	ARUBA			10/10/2017	darjon
664789	MULTI-BUYER POLICY AMENDMENT			301,000.00		10/04/2017	

- Before viewing or reporting shipments, you must provide any information about overdues. The screen below will always appear before you can begin reporting shipments. You must report overdues for any buyer > 90 days past due (if more than one invoice for the buyer, base this on the oldest invoice), **and** with a past due balance of ≥ \$25,000. You may, but are not required to, report overdues that do not meet the above criteria. Keep in mind that, except as otherwise provided for in the insurance policy, the policy requires the exporter to stop shipping to a buyer if that buyer is overdue by > 90 days **and** ≥ \$2,000. In this example, we will add overdue receivables, and then update existing overdue receivables.

Click “Add overdue receivables” and then click “Continue”

Add Shipments - Update/Add Overdue Receivables

Policy Information

Policy Number: 664630
 Policy Period: 09/01/2017 - 09/01/2018
 Insured Name: Test Exporter - 477 Testing
 Broker Name: Test Broker

Policy Type: ESC
 Policy Status: Issued (on 09/26/2017)

Select an option below, then click 'Continue'.

Update overdue receivables

Add overdue receivables

No overdues to report or update

You must report any new overdue receivable that is > 90 days past due and ≥ \$25,000. You may, but are not required to, report other overdues. EOL will reject a shipment to a buyer if there is a reported overdue on that buyer. Except as otherwise provided for in the insurance policy, the insurance policy requires you to stop shipping to a buyer that is past due by ≥ \$2,000 and > 90 days. If you report a shipment when there is an overdue that was not reported but breaches the stop-shipment threshold, coverage for that shipment could be denied

- Enter the information about the buyer and the shipment month, and click “Get Results”

Overdue Receivables- Shipment Search

Policy Information

Transaction Number: 664630
 Transaction Period: 09/01/2017 - 09/01/2018
 Insured/lender Name: Test Exporter - 477 Testing
 Broker Name: Test Broker

Transaction Type: ESC
 Transaction Status: Issued (on 09/26/2017)

To identify an Overdue Buyer/Borrower enter the search criteria below:

Buyer/Borrower Country: GERMANY
 Buyer/Borrower Name: German Riviera
 Shipment Date Range: 09/01/2017 (mm/dd/yyyy) to 09/30/2017 (mm/dd/yyyy)

[New/Saved Shipments](#)

[Report No Shipments](#)

[View Pending Review Shipments](#)

[View Rejected Shipments](#)

[View Late Shipments](#)

[View Reports](#)

[Add Overdues](#)

[View/Update Overdues](#)

- The buyer will appear with a list of shipments you previously reported, including those shipments for which you previously reported an overdue (if any), and a corresponding overdue confirmation #. Click the “Add Overdue” link for the applicable shipment.

Exim Online (EOL) Guide for Exporters and Brokers: Reporting Shipments and Overdue Receivables

Overdue Receivables- Shipment Search

Policy Information
 Transaction Number: 664630 Transaction Type: ESC
 Transaction Period: 09/01/2017 - 09/01/2018 Transaction Status: Issued (on 09/26/2017)
 Insured/Lender Name: Test Exporter - 477 Testing
 Broker Name: Test Broker

To identify an Overdue Buyer/Borrower enter the search criteria below:
 Buyer/Borrower Country: GERMANY
 Buyer/Borrower Name: German
 Shipment Date Range: 09/01/2017 (mm/dd/yyyy) to 09/30/2017 (mm/dd/yyyy)

[New/Saved Shipments](#)
[Report No Shipments](#)
[View Pending Review Shipments](#)
[View Rejected Shipments](#)
[View Late Shipments](#)
[View Reports](#)
[Add Overdues](#)
[View/Update Overdues](#)

Shipments Previously Reported:
 To add an Overdue Receivable for a shipment, please click on the 'Add Overdue' link in the Add/Update Overdue column.
 To update an Overdue Receivable associated with the shipment, please click on the 'Overdue Confirmation #' link in the Add/Update Overdue column.
 To View or Update overdues associated with the shipment, please click on the 'View/Update Overdues' link in the right navigation menu.

2 items found, displaying all items. Items per page: 10 25 50 100

Shipment Confirmation #	Buyer/Borrower Name	Buyer/Borrower Country	Insured/Lender Name	Shipment Date	Amount	Premium	Status	Transaction Type	Add/Update Overdue
1009998	German Riviera Spa	GERMANY	Test Exporter - 477 Testing	09/30/2017	15,000.00	142.5	Accepted	Open Account	Add Overdue
1600915	German Riviera Spa	GERMANY	Test Exporter - 477 Testing	09/27/2017	10,000.00	95	Accepted	Open Account	664630-20171005-426312

Existing overdue

5. Enter the required information about the over due receivable and click "Continue"

Overdue Receivable - Add OIB No. 3045-0027, EOB 92-27, Expires 02/28/2015

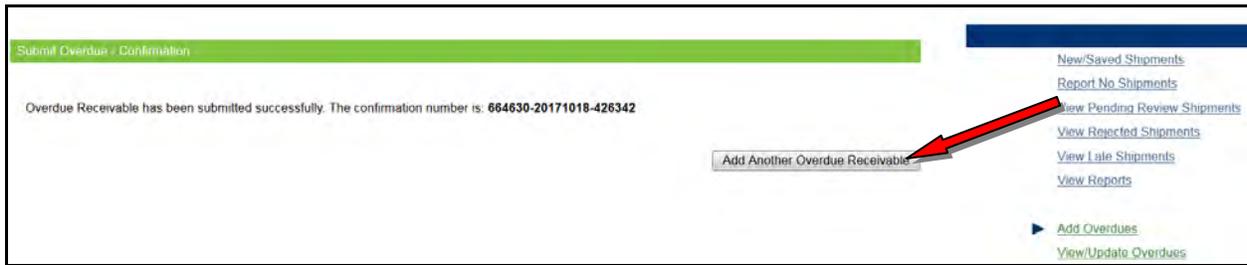
Transaction Information
 Transaction Number: 664630 Transaction Type: ESC
 Policy Period: 09/01/2017 - 09/01/2018 Status: Issued (on 09/26/2017)
 Insured Name: Test Exporter - 477 Testing
 6510 Tilden Ln, Rockville, MD, 20852-3745, UNITED STATES
 Broker Name: Test Broker
 108 Garcia Ln, Rockville, Maryland, 20850-4741, UNITED STATES
 Exporter Name: Test Exporter - 477 Testing
 6510 Tilden Ln, Rockville, Maryland, 20852-3745, UNITED STATES
 Buyer/Issuing Bank Name: German Riviera Spa
 GERMANY

Shipment Information
 Shipment Confirmation #: 1009998 Status: Accepted
 Shipment Date #: 09/30/2017
 DCL/IBCL/SCCL Indicator: DCL Endorsement Number:
 Coverage Type: COMPREHENSIVE Risk Category Type: Private
 Transaction Type: Open Account Payment Terms: 1-30 Days
 Amount: \$15,000.00

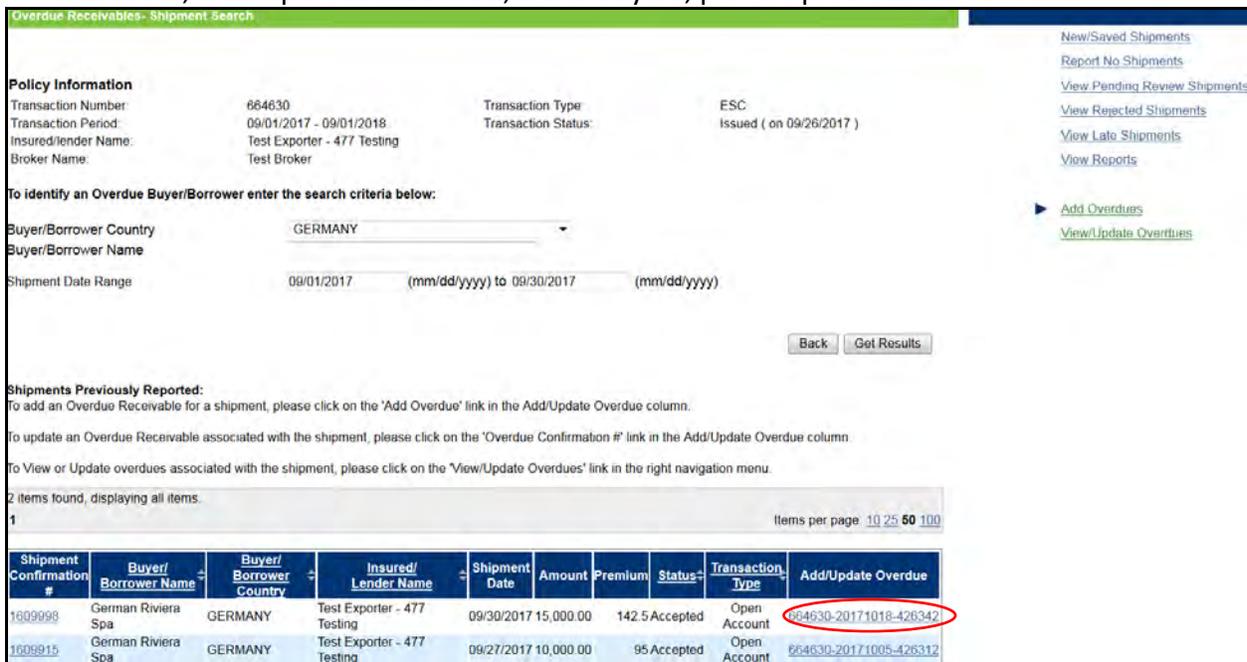
Overdue Information
 Reported Date: 10/18/2017
 * Actual Payment Terms (in days): 30 (for Example: 45)
 * Due Date: 10/15/2017 (mm/dd/yyyy)
 * Overdue Amount: \$5000
 * Reason Code: Slow Pay Typical
 Reason Description:
 Payment in Full Date: (mm/dd/yyyy)
 Rescheduled Date: (mm/dd/yyyy)
 * Name of Preparer:
 * Phone #: 1234567890
 * Date Prepared: 10/18/2017 (mm/dd/yyyy)

[Back](#) [Continue](#)

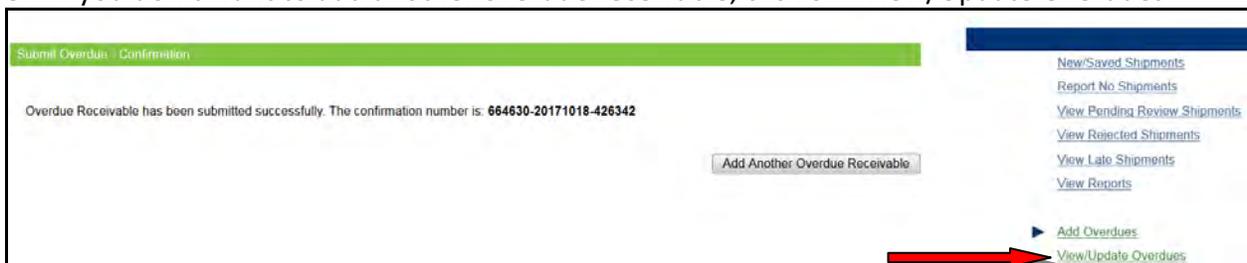
- To add another overdue, click on “Add Another Overdue Receivable”. If you don’t want to add another overdue receivable, skip to #8 below.



- This will take you back to the shipment search screen, where the new overdue you reported has been assigned an overdue receivable confirmation number in the “Add/Update Overdue” column. From this screen you can report additional overdues on that buyer, or search for, and report overdues on, other buyers, per the previous instructions.



- If you don’t want to add another overdue receivable, click on “View/Update Overdues”



- This will take you to a screen with a table of all reported overdues. From this screen you can search for specific overdues using the filters at the top of the screen and “Get Results” button, or update specific overdues by clicking on “Edit” next to the applicable overdue entry.

Exim Online (EOL) Guide for Exporters and Brokers: Reporting Shipments and Overdue Receivables

Overdue Receivables Search

You can search for Overdue Receivables using the fields below. Please note that multiple criteria can be entered and at least one search criteria is required.

Transaction Number / Type: _____ / -Select One-

Insured/Lender Name / State: _____ / -Select One-

Buyer/Borrower Name / Country: _____ / -Select One-

Overdue Conf. # / Status: _____ / Accepted

Receivable Date Range From / To: _____ / _____ (mm/dd/yyyy)

[New/Saved Shipments](#)
[Report No Shipments](#)
[View Pending Review Shipments](#)
[View Rejected Shipments](#)
[View Late Shipments](#)
[View Reports](#)
[Add Overdues](#)
[View/Update Overdues](#)

Click on the "Overdue Confirmation #" and "Shipment Confirmation #" links to view the Overdue and Shipment details, respectively. The link to remove an Overdue is not enabled if it is already removed.

14 items found, displaying all items. Download as: [CSV](#) | [Excel](#) | [XML](#) | [PDF](#)
 Items per page: [10](#) [25](#) [60](#) [100](#)

Overdue Conf. #	Trans. #	Trans. Type	Insured / Lender Name	State	Buyer/Borrower Name	Country	Overdue Amount	Due Date	Ship. Conf. #	Overdue Modified Date	Action
664630-20171016-426342	664630	ESC	Test Exporter - 477 Testing	MD	German Riviera Spa	GERMANY	5,000.00	10/15/2017	1609998	10/18/2017	Edit
664630-20171016-426332	664630	ESC	Test Exporter - 477 Testing	MD	Fanaupe S/A Fabrica Nacional	BRAZIL	0.00	10/15/2017	1609994	10/18/2017	Edit
664630-20171012-426330	664630	ESC	Test Exporter - 477 Testing	MD	Lecheria Colombiana Sa	COLOMBIA	10,000.00	10/11/2017	1609993	10/18/2017	Edit
664630-20171006-426322	664630	ESC	Test Exporter - 477 Testing	MD	Monteiro Ltd S	BRAZIL	0.00	10/01/2017	1609993	10/18/2017	Edit
664630-20171016-426333	664630	ESC	Test Exporter - 477 Testing	MD	Lecheria Costa Rica Sa	COSTA RICA	40,000.00	10/12/2017	1609988	10/16/2017	Edit
664630-20171005-426313	664630	ESC	Test Exporter - 477 Testing	MD	Fanaupe S/A Fabrica Nacional	BRAZIL	0.00	10/03/2017	1609917	10/12/2017	Edit

10. Update the past due information. If the entire overdue has been paid, enter "0" for the "Overdue Amount", and Click "Continue".

Overdue Receivable - Update

Overdue Confirmation Number: 664630-20171018-426342

OMB No. 3045-0027, E-IB 02-27, Expires 02/28/2015

Transaction Information

Transaction Number: 664630 Transaction Type: ESC
 Policy Period: 09/01/2017 - 09/01/2018 Status: Issued (on 09/26/2017)
 Insured Name: Test Exporter - 477 Testing
 6510 Tilden Ln, Rockville, MD, 20852-3745, UNITED STATES
 Broker Name: Test Broker
 106 Garolia Ln, Rockville, Maryland, 20850-4741, UNITED STATES
 Exporter Name: Test Exporter - 477 Testing
 6510 Tilden Ln, Rockville, Maryland, 20852-3745, UNITED STATES
 Buyer/Issuing Bank Name: German Riviera Spa
 GERMANY

Shipment Information

Shipment Confirmation #: 1609998 Status: Accepted
 Shipment Date #: 09/30/2017
 DCL/IBCL/SBCL Indicator: DCL Endorsement Number:
 Coverage Type: COMPREHENSIVE Risk Category Type: Private
 Transaction Type: Open Account Payment Terms: 1-30 Days
 Amount: \$15,000.00

Overdue Information

Reported Date: 10/18/2017
 * Actual Payment Terms (in days): 30 (for Example: 45)
 * Due Date: 10/15/2017 (mm/dd/yyyy)
 * Overdue Amount: \$5,000.00
 * Reason Code: Slow Pay Typical
 Reason Description:
 Payment in Full Date: (mm/dd/yyyy)
 Rescheduled Date: (mm/dd/yyyy)
 * Name of Preparer: Joe Smith
 * Phone #: 1234567890
 * Date Prepared: 10/18/2017 (mm/dd/yyyy)

When the overdue is completely paid off, enter "0" in for the "Overdue Amount". If a partial payment is made, adjust this amount to show the revised balance due

11. If you are done reporting and updating overdue receivables, click on the “New/Saved Shipments” link to return to the Add Shipment screen.



12. The Add Shipment home screen is divided into four parts:

- A. A list of approved SBCL buyers and DCL buyers for which shipments were previously reported. NOTE: this list does not indicate if a buyer has a current SBCL.
- B. A search function that lets you search for a specific buyer in your buyer list in A above, to add a new buyer, or update or remove a buyer. To search your existing buyer list for a specific buyer, enter information in one or more of the filters (buyer name, city, country), and click “Search Existing Buyer List”. The name of just that buyer will appear in the buyer list.
- C. Information required to report a specific shipment
- D. Any shipments you have already reported and saved but have not yet submitted



Selecting the Buyer to Report Shipments

1. If the buyer for which you are going to report shipments is already on your buyer list, skip to the next section *Reporting the Shipments* on page 12. If you are adding a new buyer, or want to update buyer information, click “Add/Manage Buyers”.

Add Shipments

To enter a shipment, select your Buyer from the list below, enter details and select "Add Shipment". Saved shipments are available below for update or removal prior to submission. To submit shipments, click on "Validate Shipment". To add or remove a Buyer from the list, select "Add/Manage Buyers".

Policy Information
 Policy Number: 004030
 Policy Period: 09/01/2017 - 09/01/2018
 Insured Name: Test Exporter - 477 Testing
 Broker Name: Test Broker
 Policy Type: Policy Status
 ESC Issued (on 09/26/2017)

Filter Results
 Name: City: Country:

[Search Existing Buyer List](#)
[Add/Manage Buyers](#)

9 items found, displaying all items. Items per page: 10 25 50 100

Select	Name	Trade Style	City	Country
<input type="checkbox"/>	Coop Lechera De Antioquia		Colanta	COLOMBIA
<input type="checkbox"/>	Fanaupe S/A Fabrica Nacional		Sao Paulo	BRAZIL
<input type="checkbox"/>	German Riviera Spa		Bobenheim-R	GERMANY
<input type="checkbox"/>	Lechera Buenos Aires S.a.		Buenos Aires	ARGENTINA
<input type="checkbox"/>	Lechera Costa Rica Sa		San Jose	COSTA RICA
<input type="checkbox"/>	Lechera Colombiana Sa		Bogota	COLOMBIA
<input type="checkbox"/>	Lechera De Peru		Lima	PERU
<input type="checkbox"/>	Montero Ltd S		Manaus	BRAZIL
<input type="checkbox"/>	Productos De Leche Sa		Mexico City	MEXICO

* Coverage Type: **COMPREHENSIVE**
 * Risk Category Type: **Single**
 * Transaction Type: **Open Account**
 * Payment Term: **30 days**
 * Content Methodology: Standard Aggregated
 * Small Business Exporter: Yes

* Month-end Date: (mm/dd/yyyy)
 * Amount:
 * Is U.S. Content greater than 50%? Yes No
 * If Not Enter Percent of U.S. Content:

[Add Shipment](#)

The following shipments are saved.

One item found. Items per page: 10 25 50 100

Shipment #	Buyer/Issuing Bank Name	Buyer/Issuing Bank Country	Exporter Name	Shipment Date	Amount	Rate	Premium	Indicator	Update	Remove
168216	Lechera Costa Rica Sa	COSTA RICA	Test Exporter - 477 Testing	09/01/2017	17,500.00	0.98	166.25	DCL	Update	Remove

[Validate Shipment](#)

2. To see if your new buyer is already in EXIM’s database, click “Search All EXIM”. You can also view and remove any of your existing buyers by clicking on the “View” or “Remove” links next to the buyer’s name on your buyer list. If you remove a buyer, it will be removed from the buyer list and appear in a separate section at the bottom of the screen. You will have the ability to view or restore the buyer to your buyer list.

Manage Buyers/Issuing Banks

Policy Information
 Policy Number: 004030
 Policy Period: 09/01/2017 - 09/01/2018
 Insured Name: Test Exporter - 477 Testing
 Broker Name: Test Broker
 Policy Type: Policy Status
 ESC Issued (on 09/26/2017)

To add a new Buyer/Issuing Bank to the policy click on the "Search All Exim" button.

Our System indicates you have worked with the following Buyers/Issuing banks. Click on the "View" link in each row to view its details. To remove a Buyer/Issuing Bank from the list, click on the "Remove" link.

9 items found, displaying all items. Items per page: 10 25 50 100

Name	Trade Style	City	Country	Actions
Coop Lechera De Antioquia		Colanta	COLOMBIA	View Edit Remove
Fanaupe S/A Fabrica Nacional		Sao Paulo	BRAZIL	View Edit Remove
German Riviera Spa		Bobenheim-R	GERMANY	View Edit Remove
Lechera Buenos Aires S.a.		Buenos Aires	ARGENTINA	View Edit Remove
Lechera Costa Rica Sa		San Jose	COSTA RICA	View Edit Remove
Lechera Colombiana Sa		Bogota	COLOMBIA	View Edit Remove
Lechera De Peru		Lima	PERU	View Edit Remove
Montero Ltd S		Manaus	BRAZIL	View Edit Remove
Productos De Leche Sa		Mexico City	MEXICO	View Edit Remove

[Back](#) [Search All Exim](#)

3. Begin entering the buyer’s country and buyer’s name. If the buyer’s name appears in the list that is generated below, select it, and click “Continue”. You are taken back to the previous screen where the new buyer’s name will appear on your buyer list. Clicking “Back” will return you to the Add Shipment screen (skip to the next section *Reporting the Shipments* on page 12).

Add Buyer - Search

Please use the form below to first check if the participant is already known to EXIM.

To search for a participant, select the *Country* and enter keywords related to the name or tradestyle in the *Legal Name or Tradestyle* field. The optional *City* field can also be used to narrow down the results.

If a match is found on the intended entity, select the item from the search results and click the "Continue" button to assign role(s) to the chosen entity. Otherwise, enter at least 4 characters for *Legal Name or Tradestyle* and use "Add New Buyer" to create a new participant to associate to the application.

+ Country:

Legal Name or Trade Style:

City:

There are more than 25 matches. Please narrow your search criteria.

Select	Name	Trade Style	Street Address	City	ZIP/Postal Code
<input type="radio"/>	Distribuidora De Lacteos Algil S.A. De C. V.		Instituto Tecnico Industrial No. 172, Colonia Santo Tomas, Delegacion Miguel Hidalgo	Mexico City	
<input type="radio"/>	Lacteos El Fenix S.A. De C.V.		P.P. El Fenix, Carr. A Chihuahua Antes De Llegar A	Gomez Palacio	
<input type="radio"/>	Productus Lacteos Beonorte Sa		Not Known	N/A	
<input type="radio"/>	Comercializadora De Lacteos Y Alimentos A.J. S. De R.L. De C.v.		Ruta Independencia No. 12091 1 Mariano Matamoros Norte	Tijuana, Baja California	22206
<input type="radio"/>	Productos Lacteos De Michocan,		Carretera A Carapan Km. 2	Purepero	
<input type="radio"/>	Lacteos Y Equipos S.A.		Wilfrido Massieu #376	Mexico	73000
<input checked="" type="radio"/>	Lacteos Santa Clara S.A. de C.V.		Km 26 Carretera S/N Cuauhlemoc-Alvaro Obregon	Cuauhlemoc	31613

Disregard the underlined section

Make sure the buyer's name and address match your buyer.

Manage Buyers/Issuing Banks

Policy Information

Policy Number: 664630 Policy Type: ESC
 Policy Period: 09/01/2017 - 09/01/2018 Policy Status: Issued (on 09/26/2017)
 Insured Name: Test Exporter - 477 Testing
 Broker Name: Test Broker

To add a new Buyer/Issuing Bank to the policy click on the "Search All Exim" button.

Our System indicates you have worked with the following Buyers/Issuing banks. Click on the "View" link in each row to view its details. To remove a Buyer/Issuing Bank from the list, click on the "Remove" link.

10 items found, displaying all items. Items per page: 10 25 50 100

Name	Trade Style	City	Country	Actions
Coop Lechera De Antioquia		Colanta	COLOMBIA	View Edit Remove
Fanaupe S/A Fabrica Nacional		Sao Paulo	BRAZIL	View Edit Remove
Gemina Buijera Spa		Bobenreim-R	GERMANY	View Edit Remove
Lacteos Santa Clara S.A. de C.V.	Quesos Finos	Cuauhlemoc	MEXICO	View Edit Remove
Lechera Buenos Aires S.a.		Buenos Aires	ARGENTINA	View Edit Remove
Lechera Costa Rica Sa		San Jose	COSTA RICA	View Edit Remove
Lechera Colombiana Sa		Bogota	COLOMBIA	View Edit Remove
Lecheria De Peru		Lima	PERU	View Edit Remove
Monteiro Ltd S		Manaus	BRAZIL	View Edit Remove
Productos De Leche Sa		Mexico City	MEXICO	View Edit Remove

- If the buyer does not appear in EXIM's database, click "Add New Buyer", and enter the required details about the buyer. Then click "Add Buyer". This buyer will now appear in the exporter's buyer list for future shipment reports only **if** the exporter immediately reports actual shipments for the buyer at this time. If you don't report a shipment, the buyer will disappear from the buyer list.

Add Buyer - Search

Please use the form below to first check if the participant is already known to EXIM.

To search for a participant, select the **Country** and enter keywords related to the name or tradestyle in the **Legal Name or Tradestyle** field. The optional **City** field can also be used to narrow down the results.

If a match is found on the intended entity, select the item from the search results and click the **"Continue"** button to assign role(s) to the chosen entity. Otherwise, enter at least 4 characters for **Legal Name or Tradestyle** and use **"Add New Buyer"** to create a new participant to associate to the application.

+ Country:

Legal Name or Trade Style:

City:

No matches found

Add Buyer

Note: Asterisk(*) denotes required information.

*Company Type:

*Country:

*Legal Name:

Tradestyle/Acronym:

*Street Address:

*City:

State/Province:

Zip/Postal Code:

DUNS Number:

Phone:

Fax:

Website:

Primary Industry NAICS Code:

Notes:

Primary Contact: Prefix: Mr. Mrs. Ms.

First Name:

Last Name:

Title:

**Email:

**Phone:

**Fax:

*If primary contact is provided, one of the three(email, phone, fax) is required.

Disregard the underlined section

Reporting the Shipments

- To report a shipment, select the buyer from the buyer list (1), enter the shipment details (2), click "Add Shipment" (3), and the new shipment will appear in the list of saved shipments at the bottom of the screen (4). Each shipment is assigned Confirmation #. There are also links to update or remove the shipment (5).

Add Shipment

To enter a shipment, select your Buyer from the list below, enter details and select "Add Shipment". Saved shipments are available below for update or removal prior to submission. To submit shipments, click on "Validate Shipment". To add or remove a Buyer from the list, select "Add/Manage Buyers".

Policy Information: Policy Number: 664830, Policy Period: 09/01/2017 - 09/01/2018, Policy Type: ESC, Policy Status: Issued (on 09/26/2017)

Filter Results: Name: City: Country:

8 Items found, displaying all items.

Select	Name	City	Country
<input type="radio"/>	Fanaupe S/A Fabrica Nacional	Sao Paulo	BRAZIL
<input type="radio"/>	German Rivera Spa	Bobenheim-R	GERMANY
<input type="radio"/>	Lechera Buenos Aires S.a.	Buenos Aires	ARGENTINA
<input type="radio"/>	Lechera Costa Rica Sa	San Jose	COSTA RICA
<input type="radio"/>	Lecheria Colombiana Sa	Bogota	COLOMBIA
<input type="radio"/>	Lecheria De Peru	Lima	PERU
<input type="radio"/>	Monteiro Ltd S	Manaus	BRAZIL
<input type="radio"/>	Productos De Leche Sa	Mexico City	MEXICO

* Coverage Type: * Month-end Date: 09/30/2017 (mm/dd/yyyy)

* Risk Category Type:

* Transaction Type:

* Payment Term:

* Content Methodology: Standard Aggregated

* Amount: \$22,000

* Is U.S. Content greater than 50%? Yes No

If No Enter Percent of U.S. Content: %

The following shipments are saved.

2 Items found, displaying all items.

Confirmation #	Buyer/Issuing Bank Name	Buyer/Issuing Bank Country	Exporter Name	Shipment Date	Amount	Rate	Premium	Indicator	Update	Remove
1010017	Productos De Leche Sa	MEXICO	Test Exporter - 477 Testing	09/30/2017	22,000.00	0.95	209.00	DCL	<input type="button" value="Update"/>	<input type="button" value="Remove"/>
1010015	Lechera Costa Rica Sa	COSTA RICA	Test Exporter - 477 Testing	09/30/2017	17,000.00	0.95	196.25	DCL	<input type="button" value="Update"/>	<input type="button" value="Remove"/>

"Aggregated" Content Methodology refers to the aggregation of items on a single invoice which together meet the > 50% US content requirement

If reporting all shipments at the end of the month, the "Month-end Date" is the last day of the shipping month. If reporting as you ship, this is the date of shipment

The "Amount" is the total shipment amount, less any advances paid prior to shipment. It can include freight if listed on the invoice

- Clicking on the link to the confirmation number will produce a summary of the shipment report. Click on "Back" to return to the Add Shipment screen.

Add Shipment

To enter a shipment, select your Buyer from the list below, enter details and select "Add Shipment". Saved shipments are available below for update or removal prior to submission. To submit shipments, click on "Validate Shipment". To add or remove a Buyer from the list, select "Add/Manage Buyers".

Policy Information
 Policy Number: 664630 Policy Type: ESC
 Policy Period: 09/01/2017 - 09/01/2018 Policy Status: Issued (on 09/26/2017)
 Insured Name: Test Exporter - 477 Testing
 Broker Name: Test Broker

Filter Results
 Name: City: Country:

0 items found, displaying all items. Items per page: 10 25 50 100

Select	Name	Trade Style	City	Country
<input type="checkbox"/>	Fanajpe S/A Fabrica Nacional		Sao Paulo	BRAZIL
<input type="checkbox"/>	German Riviera Spa		Bobenheim-R	GERMANY
<input type="checkbox"/>	Lechera Buenos Aires S.a.		Buenos Aires	ARGENTINA
<input type="checkbox"/>	Lechera Costa Rica Sa		San Jose	COSTA RICA
<input type="checkbox"/>	Lechera Colombiana Sa		Bogota	COLOMBIA
<input type="checkbox"/>	Lechera De Peru		Lima	PERU
<input type="checkbox"/>	Montero Ltd S		Manaus	BRAZIL
<input checked="" type="checkbox"/>	Productos De Leche Sa		Mexico City	MEXICO

* Coverage Type:
 * Risk Category Type:
 * Transaction Type:
 * Payment Term:
 * Content Methodology: Standard Aggregates
 Small Business Exporter: Yes
 * Month-end Date: (mm/dd/yyyy)
 * Amount:
 * Is U.S. Content greater than 50%? Yes No
 If Yes Enter Percent of U.S. Content:

The following shipments are saved.
 2 items found, displaying all items. Items per page: 10 25 50 100

Confirmation #	Buyer/Issuing Bank Name	Buyer/Issuing Bank Country	Exporter Name	Shipment Date	Amount	Rate	Premium	Indicator	Update	Remove
1610017	Productos De Leche Sa	MEXICO	Test Exporter - 477 Testing	09/30/2017	22,000.00	0.95	209.00	DCL	Update	Remove
1610015	Lechera Costa Rica Sa	COSTA RICA	Test Exporter - 477 Testing	08/20/2017	17,500.00	0.95	196.25	DCL	Update	Remove



Add Shipments - Detail

Policy Information
 Policy Number: 664630 Policy Type: ESC
 Policy Period: 09/01/2017 - 09/01/2018 Policy Status: Issued (on 09/26/2017)
 Insured Name: Test Exporter - 477 Testing
 Broker Name: Test Broker

Buyer/Issuing Bank: Productos De Leche Sa Country: MEXICO
 Trade Style: Sector:
 Buyer/Issuing Bank Type:

Exporter Name: Test Exporter - 477 Testing Address: 6510 Tilden Ln
 Trade Style: City, State: Rockville, Maryland
 NAICS: Country: UNITED STATES
 Product Description: Zip Code: 20852-3745

Shipment Conf #: 1610017
 Month-end Date: 09/30/2017
 Amount: \$22,000.00
 Transaction Type: Open Account
 Payment Term: 61-90
 Status: InProcess Saved
 Is Small Business Exporter? Yes
 Is U.S. Content greater than 50%? Yes

DCL/IBCL/SBCL Indicator: DCL
Coverage Type: COMPREHENSIVE
Premium Rate per \$100: \$0.95
Premium Due: \$209.00
Risk Category Type: Private
Endorsement Number:
Content Methodology: Standard
Percent of U.S. Content:



3. If the shipment information is complete and accurate, click on "Validate Shipment".

To enter a shipment, select your Buyer from the list below, enter details and select "Add Shipment". Saved shipments are available below for update or removal prior to submission. To submit shipments, click on "Validate Shipment". To add or remove a Buyer from the list, select "Add/Manage Buyers".

Policy Information
 Policy Number: 004530 Policy Type: ESC
 Policy Period: 09/01/2017 - 09/01/2018 Policy Status: Issued (on 09/26/2017)
 Insured Name: Test Exporter - 477 Testing
 Broker Name: Test Broker

Filter Results
 Name: City: Country: (-Select Country-)
 Search Existing Buyer List
 Add/Manage Buyers

0 items found, displaying all items. Items per page: 10 25 50 100

Select	Name	Trade Style	City	Country
<input type="checkbox"/>	Fanajue S/A Fabrica Nacional		Sao Paulo	BRAZIL
<input type="checkbox"/>	German Riviera Spa		Badenmim-R	GERMANY
<input type="checkbox"/>	Lechera Buencs Aires S.a		Buenos Aires	ARGENTINA
<input type="checkbox"/>	Lechera Costa Rica Sa		San Jose	COSTA RICA
<input type="checkbox"/>	Lechera Colombiana Sa		Bogota	COLOMBIA
<input type="checkbox"/>	Lechera De Peru		Lima	PERU
<input type="checkbox"/>	Montano Ltd S		Manaca	BRAZIL
<input checked="" type="checkbox"/>	Productos De Leche Sa		Mexico City	MEXICO

* Coverage Type: COMPREHENSIVE
 * Risk Category Type: Private
 * Transaction Type: Open Account
 * Payment Term: 90-90
 * Contact Methodology: Standard Aggregated
 Email Business Exporter: Yes

* Month and Date: 09/30/2017 (mm/dd/yyyy)
 * Amount: \$
 * Is U.S. Content greater than 50%? Yes No
 * If Not Enter Percent of U.S. Content: %

Add Shipment

The following shipments are saved.
 2 items found, displaying all items. Items per page: 10 25 50 100

Confirmation #	Buyer/Issuing Bank Name	Buyer/Issuing Bank Country	Exporter Name	Shipment Date	Amount	Rate	Premium	Indicator	Update	Remove
1810017	Productos De Leche Sa	MEXICO	Test Exporter - 477 Testing	09/30/2017	22,000.00	0.95	209.25	DCL	Update	Remove
1810015	Lechera Costa Rica Sa	COSTA RICA	Test Exporter - 477 Testing	09/30/2017	17,500.00	0.95	166.25	DCL	Update	Remove

Validate Shipment

4. Review the Shipment Details at the bottom of the screen. Pay particular attention to any "Validation Message" that may appear for a shipment, which will indicate if the shipment was accepted (with any warnings, if applicable), or rejected. Each shipment is given a Shipment Confirmation #. You can update or remove the shipment, or review the shipment details by clicking on the respective links. Fill in the contact details at the top of the screen for the person that prepared the shipment report, and open the "Display" link to read the exporter's certification. Click on "Submit Shipment Report" to submit the report to EXIM. The shipments you submit will no longer appear as saved shipments on the Add Shipment page.

Policy Information
 Policy Number: 004530 Policy Type: ESC
 Policy Period: 09/01/2017 - 09/01/2018 Policy Status: Issued (on 09/26/2017)
 Insured Name: Test Exporter - 477 Testing
 Broker Name: Test Broker

Shipment details can be viewed by clicking on the shipment confirmation # link. To submit click on the "Submit Shipment Report" button.

Total Premium Due: 209.00
 Total Premium Paid: 0.00
 Name of Preparer:
 Phone #:
 Date Prepared: 10/19/2017 (mm/dd/yyyy)
 Prep Date: 10/19/2017 (mm/dd/yyyy)
 Date Submitted: 10/19/2017 (mm/dd/yyyy)
 Certification Statement: N

*Note: Shipments are not covered until premium is received by EXIM Bank.

Approved Shipments: The following shipment(s) are available for submission.
 0 items found. Items per page: 10 25 50 100

Shipment Details

Buyer	Buyer Country	Exporter	Remove	Update
Productos De Leche Sa	MEXICO	Test Exporter - 477 Testing	Remove	Update
Shipment Date	Shipment Amount	Premium Due	Shipment Confirmation #	
09/30/2017	22,000.00	200.00	1810017	

Validation Message: Requested coverage limit is greater than DCL limit. The shipment amount limit for the DCL is \$22,000 and currency, the transaction is only eligible for partial coverage. To apply for an increase in coverage please click on the link to apply for SBCL/BCI for application information and to review the Short-term credit standards required for your policy.

Rejected Shipments: The following shipment(s) did not pass the validation and are not available for submission.
 0 items found. Items per page: 10 25 50 100

Shipment Details

Buyer	Buyer Country	Exporter	Remove	Update
Lechera Costa Rica Sa	COSTA RICA	Test Exporter - 477 Testing	Remove	Update
Shipment Date	Shipment Amount	Premium Due	Shipment Confirmation #	
09/30/2017	17,500.00	166.25	1810015	

Validation Message: Transaction is rejected, as overdue receivables exist.

Back Submit Shipment Report

- The shipment report will be assigned a Shipment Report Confirmation #. Any validation messages will continue to appear. Click on "Pay Premium Due" to pay for the shipments.

Policy Information

Policy Number: 664630
 Policy Period: 09/01/2017 - 09/01/2018
 Insured Name: Test Exporter - 477 Testing
 Broker Name: Test Broker

Total Premium Due: 209.00
 Total Premium Paid: 0.00
 Name of Preparer: Joe Smith
 Phone #: 1234567890
 Date Prepared: 10/16/2017
 Filing Date: 10/16/2017
 Date Submitted: 10/16/2017
 Certification Statement N: Display

Note: Shipments are not covered until premium is received by EXIM Bank.

Shipment Report Confirmation #: 20171016686222

2 items found, displaying all items.

Buyer	Buyer Country	Exporter	Remove	Update
Lechera Costa Rica Sa Shipment Date: 09/30/2017	COSTA RICA Shipment Amount: 17,500.00	Test Exporter - 477 Testing Premium Due: 166.25	Remove Shipment Confirmation # 1610015	Update Status Rejected
Validation Message Transaction is rejected, as overdue receivables exist.				
Productos De Leche Sa Shipment Date: 09/30/2017	MEXICO Shipment Amount: 22,000.00	Test Exporter - 477 Testing Premium Due: 209.00	Remove Shipment Confirmation # 1610017	Update Status Accepted
Validation Message Shipment amount is greater than DCL limit. The shipment amount limit for the DCL is \$20,000 and currently, the transaction is only eligible for partial coverage. To apply for an increase in coverage please click on the link to apply for SBCL/IBCL for application information and to review the Short-term credit standards required for your policy.				

Print Pay Premium Due

- Select the shipment(s) for payment, then click "Continue".

Submit Payments - Select Transactions

The following transactions are available for payment.

Please use the checkbox to select the transactions you wish to pay and then click the 'Continue' button.

17 items found, displaying all items.

Select	Policy Type	Policy #	Insured/Exporter Name	Date Submitted	Transactions	Confirmation #	Total Amount Due
<input type="checkbox"/>	ESC	664630	Test Exporter - 477 Testing	10/06/2017	Shipment Report	20171006686203	95.00
<input type="checkbox"/>	ESC	664630	Test Exporter - 477 Testing	10/06/2017	Shipment Report	20171006686204	3,420.00
<input type="checkbox"/>	ESC	664630	Test Exporter - 477 Testing	10/10/2017	Shipment Report	20171010686211	142.50
<input type="checkbox"/>	ESC	664630	Test Exporter - 477 Testing	10/10/2017	Shipment Report	20171010686212	190.00
<input checked="" type="checkbox"/>	ESC	664630	Test Exporter - 477 Testing	10/16/2017	Shipment Report	20171016686222	209.00

Back Continue

- Select the payment method and click "Continue". Your shipment will not be insured until payment is posted to your policy. Credit card payments are processed immediately. ACH payments take 1-2 days. Payments by check are not applied until the check clears your bank account.

Submit Payments - Method

Select payment method below then click the 'Continue' button.

Payment Amount: \$209.00

Payment Method: **Select One...**
 ACH
 Credit Card
 Check/Wire Transfer

If paying by credit card, and the card has both the company's name and a person's name, use the person's name when providing the card details. Paying by check will slow down the processing of the payment

Back Continue

8. Review the confirmation and click “Continue”

Payments

Submit Payment - Confirmation Screen

The payment you entered will be applied to the transaction(s) listed below. To modify transactions selected for payment click 'Back' button below. If correct, click on the 'Continue' button.

Total Payment Amount: 209.00

Received Date: 10/16/2017

Deposit Date: The deposit date is set to the date that pay.gov provides as a collection date (the following business day)

Transactions

Policy #	Policy Type	Insured	Transaction	Trans. Conf. #	Date Submitted	Amount Due	Payment Message
664630	ESC	Test Exporter - 477 Testing	Shipment Report	20171016686222	10/16/2017	209.00	209.00

9. Click “Continue” to continue processing the payment. Enter the payment information for the type of payment being made, and follow the instructions.

Payments

Submit Payments - Pay.Gov Credit Card Transaction

Please click continue to post the payment with Pay.Gov

Reporting No Shipments

1. Exporters should submit a “No Shipment” report for each month when applicable. This lets EXIM Bank and the broker know that there were no shipments, and that the exporter did not simply forget to submit a report. Failure to report actual shipments and pay premium can jeopardize coverage. Each month EXIM Bank emails to brokers a list of any policies for which no shipment activity has been reported for that month.
2. To report no shipments, after initiating the shipment reporting process, click on “Report No Shipments”.

Add Shipment

To enter a shipment, select your Buyer from the list below, enter details and select "Add Shipment". Saved shipments are available for update or removal prior to submission. To submit shipments, click on "Validate Shipment". To add or remove a Buyer from the list, select "Add/Manage Buyers".

Policy Information
 Policy Number: 664630 Policy Type: ESC
 Policy Period: 09/01/2017 - 09/01/2018 Policy Status: Issued (on 09/26/2017)
 Insured Name: Test Exporter - 477 Testing
 Broker Name: Test Broker

Filter Results
 Name: City: Country: -Select Country-
 Search Existing Buyer List
 Add/Manage Buyers

8 items found, displaying all items.
 1 Items per page: 10 25 50 100

Select	Name	Trade Style	City	Country
<input type="radio"/>	Fanaupe S/A Fabrica Nacional		Sao Paulo	BRAZIL
<input type="radio"/>	German Riviera Spa		Bobenheim-R	GERMANY
<input type="radio"/>	Lechera Buenos Aires S.a.		Buenos Aires	ARGENTINA
<input type="radio"/>	Lechera Costa Rica Sa		San Jose	COSTA RICA
<input type="radio"/>	Lecheria Colombiana Sa		Bogota	COLOMBIA

3. Enter the month and year and the contact information for the person that prepared the report. Click on the "Display" link to review the exporter's certification. Then click "Continue"

Report No Shipments

Policy Information
 Policy Number: 664630 Policy Type: ESC
 Policy Period: 09/01/2017 - 09/01/2018 Policy Status: Issued (on 09/26/2017)
 Insured Name: Test Exporter - 477 Testing
 Broker Name: Test Broker

Shipment Report
 Please select the reporting month and year for 'No Shipment Activity'.
 Reporting Period: August 2017

Total Premium Due: \$0.00
 Name of Preparer: Joe Smith
 Phone #: 1234567890
 Date Prepared: 10/19/2017
 Filing Date: 10/19/2017
 Certification Statement: Display

Continue

4. You will receive a no shipment report confirmation #. You can also print the page.

Report No Shipments - Confirmation

Policy Information
 Policy Number: 664630 Policy Type: ESC
 Policy Period: 09/01/2017 - 09/01/2018 Policy Status: Issued (on 09/26/2017)
 Insured Name: Test Exporter - 477 Testing
 Broker Name: Test Broker

Shipment Report

Reporting Month	Confirmation #
August 2017	66463020171019686227

Total Premium Due: \$0.00
 Name of Preparer: Joe Smith
 Phone #: 1234567890
 Date Prepared: 10/19/2017
 Filing Date: 10/19/2017
 Certification Statement: Display

Print

Viewing Shipment Information

There are a few quick links on the right hand part of the screen that allow you to view specific shipping information.

Add Shipment

To enter a shipment, select your Buyer from the list below, enter details and select "Add Shipment". Saved shipments are available below for update or removal prior to submission. To submit shipments, click on "Validate Shipment". To add or remove a Buyer from the list, select "Add/Manage Buyers".

Policy Information

Policy Number: 664630 Policy Type: ESC
 Policy Period: 09/01/2017 - 09/01/2018 Policy Status: Issued (on 09/26/2017)
 Insured Name: Test Exporter - 477 Testing
 Broker Name: Test Broker

Filter Results

Name: City: Country: -Select Country- Search Existing Buyer List Add/Manage Buyers

8 items found, displaying all items. Items per page: 10 25 50 100

Select	Name	Trade Style	City	Country
<input type="radio"/>	Fanaupe S/A Fabrica Nacional		Sao Paulo	BRAZIL
<input type="radio"/>	German Riviera Spa		Bobenreim-R	GERMANY
<input type="radio"/>	Lechera Buenos Aires S.a.		Buenos Aires	ARGENTINA
<input type="radio"/>	Lechera Costa Rica Sa		San Jose	COSTA RICA
<input type="radio"/>	Lecheria Colombiana Sa		Bogota	COLOMBIA

View Reports

1. Clicking on the "View Reports" link allows you to view shipment information for a specific month and year. Enter the month and year to get the results for a specific month of the year. Enter just the year to get a report for that entire year. Then click "Get Results".

Insured:
Test Exporter - 477 Testing

Shipment Reporting
OMB No 3048-0017, EIB 92-29, Expires 02/27/2017

View Reports - Select Report

Policy Information

Policy Number: 664630 Policy Type: ESC
 Policy Period: 09/01/2017 - 09/01/2018 Policy Status: Issued (on 09/26/2017)
 Insured Name: Test Exporter - 477 Testing
 Broker Name: Test Broker

Shipment Report

Shipment Report: Shipments made in the month of: October 2017 Get Results

2. Click on the Shipment Report Confirmation # to review all the shipments in that specific report.

Policy Information

Policy Number: 664630 Policy Type: ESC
 Policy Period: 09/01/2017 - 09/01/2018 Policy Status: Issued (on 09/26/2017)
 Insured Name: Test Exporter - 477 Testing
 Broker Name: Test Broker

Shipment Report

Shipment Report: Shipments made in the month of: October 2017 Get Results

7 items found, displaying all items. Items per page: 10 25 50 100

Report Confirmation #	Reporting Month	Date Submitted	Shipment Amount	Premium Amount	Premium Paid
20171010686205	October 2017	10/10/2017	380,000.00	3,610.00	0.00
20171010686206	October 2017	10/10/2017	385,000.00	3,657.50	0.00
20171010686213	October 2017	10/10/2017	90,000.00	855.00	0.00
20171011686215	October 2017	10/11/2017	40,000.00	380.00	0.00
20171011686216	October 2017	10/11/2017	62,500.00	593.75	0.00
20171011686217	October 2017	10/11/2017	5,000.00	47.50	0.00
20171012686221	October 2017	10/12/2017	50,000.00	475.00	0.00
TOTAL			\$1,012,500.00	\$9,618.75	\$0.00

Reminder: Shipments are not insured until premium is received.

3. You can then click on a Shipment Confirmation # and view the details of a specific shipment. Any shipment validation warnings associated with that shipment will also appear.

View Reports - Shipment Report

Policy Information
 Policy Number: 064630 Policy Type: ESC
 Policy Period: 09/01/2017 - 09/01/2018 Policy Status: Issued (on 09/26/2017)
 Insured Name: Test Exporter - 477 Testing
 Broker Name: Test Broker

Shipment Report
 Confirmation #: 20171010696205 Name of Preparer: Joe Smith
 Reporting Month: October 2017 Phone #: 1234567890
 Total Shipment Amount: \$380,000.00 Date Prepared: 10/10/2017
 Total Premium Due: \$3,610.00 Filing Date: 10/10/2017
 Total Premium Paid: \$0.00 Date Submitted: 10/10/2017
 Certification Statement: [Display](#)

Shipment details can be viewed by clicking on the respective 'Confirmation #' link.

3 items found, displaying all items Download as: [CSV](#) | [Excel](#) | [XML](#) | [PDF](#)
 Items per page: 10 25 50 100

Confirmation #	Buyer Name	Buyer Country	Exporter Name	Shipment Date	Amount	Rate	Premium	Transaction Type	Payment Term	Status
1609969	Coop Leche Antioquiense	COLOMBIA	Test Exporter - 477 Testing	10/10/2017	20,000.00	0.95	190.00	Open Account	1-30	Accepted
1609968	Coop La Riviera Spa	GERMANY	Test Exporter - 477 Testing	10/10/2017	10,000.00	0.95	95.00	Open Account	31-60	Accepted
1809971	Productos De Leche Sa	MEXICO	Test Exporter - 477 Testing	10/10/2017	350,000.00	0.95	3,325.00	Open Account	1-30	Accepted

*Note: Shipments are not covered until premium is received by EXIM Bank.

[Back](#)

Add Shipments - Detail

Policy Information
 Policy Number: 064630 Policy Type: ESC
 Policy Period: 09/01/2017 - 09/01/2018 Policy Status: Issued (on 09/26/2017)
 Insured Name: Test Exporter - 477 Testing
 Broker Name: Test Broker

Buyer/Issuing Bank: Productos De Leche Sa Country: MEXICO
 Trade Style:
 Buyer/Issuing Bank Type:

Exporter Name: Test Exporter - 477 Testing Address: 6510 Tilden Ln
 Trade Style: Rockville, Maryland
 NAICS: UNITED STATES
 Product Description: Zip Code: 20852-3745

Shipment Conf #: 1609971 DCL/IBCL/SBCL Indicator: DCL
 Month-end Date: 10/10/2017 Coverage Type: COMPREHENSIVE
 Amount: \$350,000.00 Premium Rate per \$100: \$0.95
 Transaction Type: Open Account Premium Due: \$3,325.00
 Payment Term: 1-30 Risk Category Type: Private
 Status: Accepted Endorsement Number:
 Is Small Business Exporter? Yes Content Methodology: Standard
 Is U.S. Content greater than 50%? Yes Percent of U.S. Content:

Warning Messages:
 Shipment accepted but shipment amount exceeds policy payment limit and will only be covered up to the policy payment limit. An increase to the policy payment limit should be requested.
 Shipment amount is greater than DCL limit. The shipment amount limit for the DCL is \$20,000 and currently, the transaction is only eligible for partial coverage. To apply for an increase in coverage please click on the link to apply for SBCL/IBCL for application information and to review the Short-term credit standards required for your policy.

[Back](#)

View Rejected Shipments

1. Clicking on "View Rejected Shipments" will display all shipments that were rejected. Clicking on the Shipment Confirmation Link will show the details for that rejected shipment.

Rejected Shipments

Policy Information
 Policy Number: 664630 Policy Type: ESC
 Policy Period: 09/01/2017 - 09/01/2018 Policy Status: Issued (on 09/26/2017)
 Insured Name: Test Exporter - 477 Testing
 Broker Name: Test Broker

Shipment details can be viewed by clicking on the shipment confirmation # link.

4 items found, displaying all items. Items per page: 10 25 50 100

Shipment Details			
Shipment Confirmation # 1610015	Buyer Lechera Costa Rica Sa	Buyer Country COSTA RICA	Exporter Test Exporter - 477 Testing
Shipment Date 09/30/2017	Shipment Amount 17,500.00	Premium Due 166.25	Status Rejected
Validation Message Transaction is rejected, as overdue receivables exist.			
Shipment Confirmation # 1610007	Buyer Faraape S/A Fabrica Nacional	Buyer Country BRAZIL	Exporter Test Exporter - 477 Testing
Shipment Date 10/12/2017	Shipment Amount 25,000.00	Premium Due 237.50	Status Rejected
Validation Message Shipment amount is greater than DCL limit. The shipment amount limit for the DCL is \$4k and currently, the transaction is only eligible for partial coverage. To apply for an increase in coverage please click on the link to apply for SBCL/IBCL for application information and to review the Short-term credit standards required for your policy. Transaction is rejected, as overdue receivables exist.			

Add Shipments - Detail

Policy Information
 Policy Number: 664630 Policy Type: ESC
 Policy Period: 09/01/2017 - 09/01/2018 Policy Status: Issued (on 09/26/2017)
 Insured Name: Test Exporter - 477 Testing
 Broker Name: Test Broker

Buyer/Issuing Bank: Lechera Costa Rica Sa Country: COSTA RICA
 Trade Style: Buyer/Issuing Bank Type: Sector:

Exporter Name: Test Exporter - 477 Testing Address: 6510 Tilden Ln
 Trade Style: City, State: Rockville, Maryland
 NAICS: Country: UNITED STATES
 Product Description: Zip Code: 20852-3745

Shipment Conf #: 1610015 DCL/IBCL/SBCL Indicator: DCL
 Month-end Date: 09/30/2017 Coverage Type: COMPREHENSIVE
 Amount: \$17,500.00 Premium Rate per \$100: \$0.95
 Transaction Type: Open Account Premium Due: \$166.25
 Payment Term: 1-30 Risk Category Type: Private
 Status: Rejected Endorsement Number:
 Is Small Business Exporter? Yes Content Methodology: Standard
 Is U.S. Content greater than 50%? Yes Percent of U.S. Content:

Error Messages:
Transaction is rejected, as overdue receivables exist.

View Pending Review Shipments and View Late Shipments

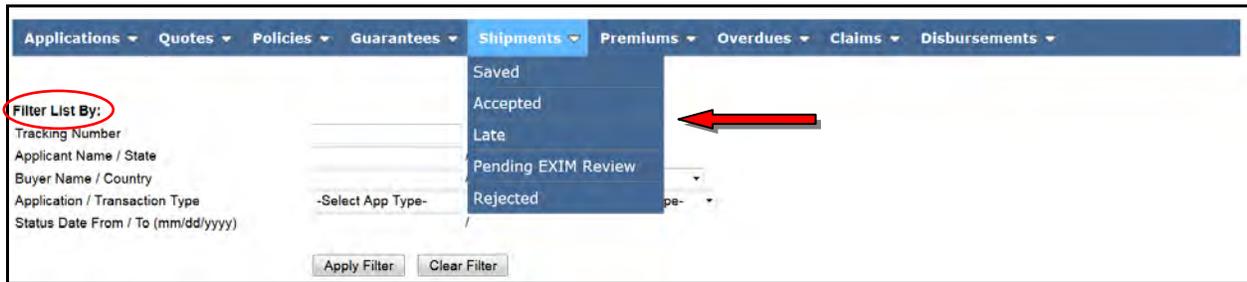
The “View Pending Review Shipments” and View Late Shipments” links allow you to view shipments that were reported late or payments that were received late, and are being reviewed by EXIM to determine if the shipments are eligible.

Search Portfolio

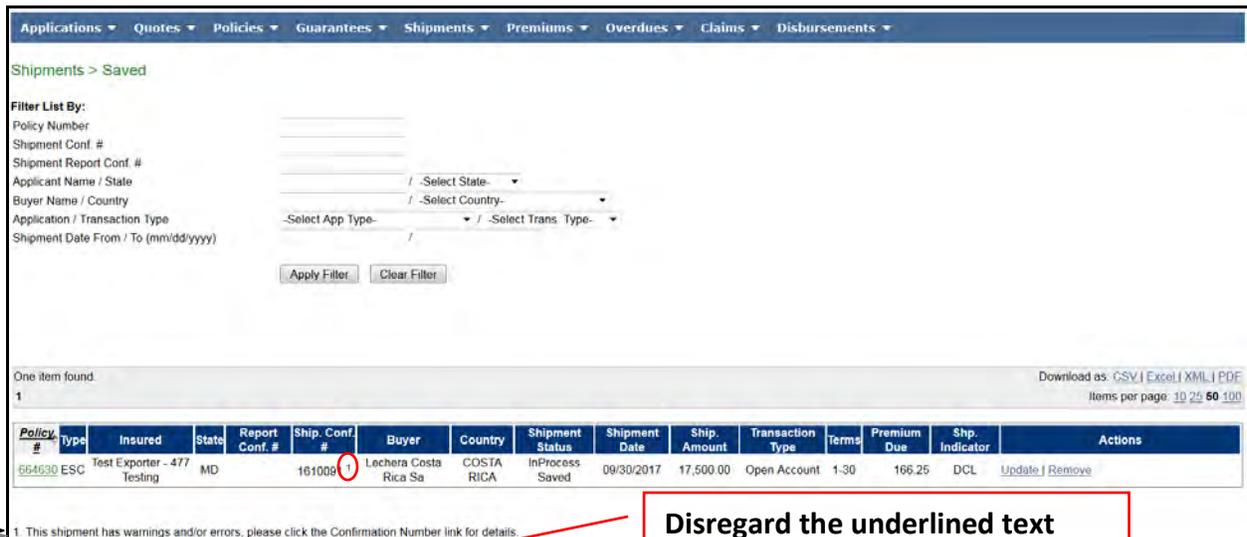
1. You can also find and search for shipments using the “Search Portfolio” function from the home landing page. Click on “Search Portfolio”.

Act / Manage Transactions	Monitor Portfolio
<p>Act</p> <ul style="list-style-type: none"> Apply for a Letter of Interest <i>What's New - Some helpful tips to submit LI applications via EXIM Online</i> Apply for Insurance Policy or Medium-term Guarantee Act on Quote Apply for Special Buyer Credit Limit (SBCL) Apply for Issuing Bank Credit Limit (IBCL) Continue a Saved Application Continue a Saved Claim <p>Manage</p> <ul style="list-style-type: none"> Amend a Policy or Guarantee Assign Insurance Policy Proceeds Report Shipments Make A Payment Report Overdues File a Claim Request a Disbursement Approval Maintain Letters of Interest 	<p>My Portfolio</p> <ul style="list-style-type: none"> Pending Applications Pending Claims Insurance In Force/Recently Expired Policies Insurance Policy Assignments Authorized + Non-Operative Guarantees Operative Guarantees Search Portfolio <p>Miscellaneous</p> <ul style="list-style-type: none"> Historical Transactions My Company Profile Registered Users Maintain Broker

2. Move your cursor over the “Shipments” heading and select the shipment category you want to review. You can narrow your search by using the filters at the top of the page.



3. “Saved Shipments” will appear as in the screen below. They are shipments that you recorded but have not submitted or paid for. Note the footnote #1 in the “Shipment Confirmation” column. This alerts you that there was a warning or error message associated with that shipment.



4. “Accepted Shipments” will appear as in the screen below. They are shipments that you have recorded and that were accepted when they were validated. You may or may not have yet submitted the shipments and paid premium for them, as indicated by the “Paid” column.

Exim Online (EOL) Guide for Exporters and Brokers: Reporting Shipments and Overdue Receivables

Applications ▾ Quotes ▾ Policies ▾ Guarantees ▾ Shipments ▾ Premiums ▾ Overdues ▾ Claims ▾ Disbursements ▾

Shipments > Accepted

Filter List By:

Policy Number

Shipment Conf. #

Shipment Report Conf. #

Applicant Name / State / -Select State- ▾

Buyer Name / Country / -Select Country- ▾

Application / Transaction Type -Select App Type- ▾ / -Select Trans. Type- ▾

Shipment Date From / To (mm/dd/yyyy) /

43 items found, displaying all items. Download as: [CSV](#) | [Excel](#) | [XML](#) | [PDF](#)

1 Items per page: [10](#) [25](#) [50](#) [100](#)

Policy #	Type	Insured	State	Report Conf. #	Ship. Conf. #	Buyer	Country	Shipment Status	Shipment Date	Ship. Amount	Transaction Type	Terms	Premium Due	Shp. Indicator	Paid?
654630	ESC	Test Exporter - 477 Testing	MD	20170927686171	1609915	German Riviera Spa	GERMANY	Accepted	09/27/2017	10,000.00	Open Account	1-30	95.00	DCL	Y
664630	ESC	Test Exporter - 477 Testing	MD	20171010686206	1609972	Coop Lechera De Antioquia	COLOMBIA	Accepted	10/10/2017	10,000.00	Open Account	1-30	95.00	DCL	N
664630	ESC	Test Exporter - 477 Testing	MD	20171016686222	1610017 ¹	Productos De Leche Sa	MEXICO	Accepted	09/30/2017	22,000.00	Open Account	61-90	209.00	DCL	N