



Reducing Risk. Unleashing Opportunity.

Electronic Compliance Program-EXIM Online

Training Overview

Disbursement Request Submission



How to Access EXIM Online (EOL)



Logging into EOL



EOL: <https://eximonline.exim.gov/apps/bap>

If you currently have an EOL user account and password, it will provide you access to submit disbursement requests

If you do not have a user account for EOL, you will need to create an account

Two pieces of information required to set-up an account:

- Lender's zip code
- Lender's registration number
- Contact Credit Administration if you do not know this information

Multiple user accounts can be associated with a Lender



Logging into EOL (continued)



How to set-up an account – click on the link “Register for a user account”

The screenshot shows the Ex-Im Online login page. At the top left is the Ex-Im Online logo with the text "Assisting Export Financing" and "SQT Edition". Below the logo is a green bar with the text "Welcome to Ex-Im Online". Underneath is another green bar with the text "Already a user? Please sign in." Below this are two input fields: "User Id:" and "Password:". To the right of the "Password:" field is a "Login" button. Below the "Login" button are two links: "Forgot your password?" and "Register for a user account". The "Register for a user account" link is circled in red. At the bottom right of the page are links for "Exim.gov" and "Privacy".

Select “I Agree” to accept the terms of the “Privacy Policy”

The screenshot shows the Privacy Policy page. At the top is a green bar with the text "Privacy Policy". Below this is a paragraph of text: "This is a United States Government electronic information system, which may be accessed and used for official business by authorized users. Unauthorized access or use of this system may subject violators to criminal, and/or administrative action. Ex-Im monitors to protect information systems from harm or misuse and may intercept, record, read, and disclose information to authorized personnel for official purposes, including criminal investigations." Below this paragraph is another paragraph: "In certain circumstances, including requests from Congress or private individuals, Ex-Im bank may be required by law to disclose information you submit." At the bottom of the page are two buttons: "I Decline" and "I Agree". The "I Agree" button is circled in red.



Logging into EOL (continued)



EOL will prompt you to respond to the question “Does your company already have an Ex-Im Online account?” Select “Yes” and click “Continue.”

Create User Account

Register a Company

Does your Company already have an Ex-Im Online Account? Yes No

Back Continue

Input Company Registration # and 5-digit zip code. If you do not have this information, please contact Credit Administration for assistance.

Create User Account:

Register a Company

Note: Asterisk(*) denotes required information. Registration # is the numeric identifier assigned to your company from the prior registration.

Company:

*Registration #

*Zip:

Back Continue



Logging into EOL (continued)



Once you enter the information and click “Continue,” EOL will prompt you to confirm that the correct company is displayed.

Create User Account

Register a Company

Company:

Country:	UNITED STATES
Company Name:	Ecp Test Company
Street Address 1:	
Street Address 2:	
City:	Rockville
State/Province:	MD
Zip / Postal Code:	20850-4741
Duns Number:	

Proceed to use this company? Yes No

If this is the correct company, click “Continue” and you will be prompted to create a user account.

If “No” is selected, EOL will return to the prior screen to input your registration # and zip code.

Logging into EOL (continued)



Create a user account by completing the user id, password and challenge question/response and click "Continue."

➤ Note: User ID and password must comply with rules outlined in red

Create User Account

Enter User Information

Provide some additional details to set up the user account. Please note that the information collected here will only be used in our On-line Transaction Processing System. For more information about our data collection policies, [see Ex-Im Privacy Policy](#).

Note: Asterisk(*) denotes required information.

*User Id:	<input type="text" value="ecp_testaccount"/>	<div style="border: 2px solid red; padding: 5px;"><p>User ID can only contain characters from the following four groups:</p><ul style="list-style-type: none">o English uppercase characters (A through Z)o English lowercase characters (a through z)o Numerals (0 through 9)o Non-alphabetic characters: hyphen (-), period (.) and underscore (_)<p>Password should conform to the below guidelines:</p><ul style="list-style-type: none">- Must be at least 8 characters long.- Must contain at least 1 character from each of the following four character groups:<ul style="list-style-type: none">o English uppercase characters (A through Z)o English lowercase characters (a through z)o Numerals (0 through 9)o Non-alphabetic characters (such as ~, !, @, #, \$, %, ^, &, *, (,), -, _ , +, =, {, }, [,] , : , ; , < , > , / , ?)- Must not contain spaces.- Must not be the same as the User ID.</div>
*Password:	<input type="password" value="••••••••"/>	
*Re-enter Password:	<input type="password" value="••••••••"/>	
*First Name:	<input type="text" value="Lauren"/>	
*Last Name:	<input type="text" value="Kirsch"/>	
*Title:	<input type="text" value="Manager"/>	
*Phone:	<input type="text" value="(202) 565 - 3129"/>	
*Email:	<input type="text" value="lbmarcus@hotmail.com"/>	
*Challenge Question:	<input type="text" value="Pet's Name"/>	
*Challenge Response:	<input type="text" value="Darby"/>	

Please select a "challenge" question and response and we'll use this to verify your identity when you call in to Ex-Im offices for your password.



Logging into EOL (continued)



EOL will display a confirmation message to let you know account was created successfully.

Create User Account

User Profile Confirmation

The User Account was created successfully. A confirmation email has been sent to the email address provided while registering the account. You may [Login](#) with the new User ID or go to the main [Ex-Im](#) website.



Logging into EOL (continued)



How to access your registration # and 5-digit zip code once your user account has been created:

- Click on "My Company Profile" link to view registration # and zip code

Ecp Test Lender Business Address:
106 Garcia Ln
Rockville, MD 20850-4741

Act / Manage Transactions	Monitor Portfolio
<p>Act</p> <ul style="list-style-type: none"> 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 	<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 <li style="border: 1px solid red; border-radius: 50%; padding: 2px;">My Company Profile Maintain Broker

Ecp Test Lender Business Address:
106 Garcia Ln
Rockville, MD 20850-4741 Primary Contact:
Lauren Kirsch
(202) 565-3129
lauren.kirsch@exim.gov

My Company Profile

Registration Number: 7551132

Company Primary Contact
The individual responsible for all general correspondence between Ex-Im bank and the Company. To change or update this information please contact the Credit Applications & Processing Division at (202)565-3800.

MRS Lauren Kirsch
Ecp Test Lender
Phone : (202) 565-3129
Fax : (202) 565-3129
Email : lauren.kirsch@exim.gov

Policy Primary Contacts



Submit a Request for Disbursement Approval

Start a Disbursement Request



Log into EOL by entering user id and password.

A screenshot of the Ex-Im Online login page. The page has a white background with a blue border. At the top left, it says "Welcome to Ex-Im Online". Below that is a green bar with the text "Already a user? Please sign in." There are two input fields: "User Id:" with the value "ecp_testaccount" and "Password:" with a masked password of "*****". Below the password field is a "Login" button. At the bottom, there are two links: "Forgot your password?" and "Register for a user account".

EOL will display the external user landing page with your company name listed in the upper left hand corner.

A screenshot of the Ex-Im Online user landing page. The page has a white background with a blue border. At the top left is the Ex-Im Online logo with the tagline "Assisting Export Financing". At the top right, it says "Logged in as: ecp_testaccount" and provides links for "My Profile", "Change Password", "Help", and "Logout". Below the login information, there are two buttons: "Home" and "Customer Service". In the upper left corner, the company name "Ecp Test Lender" is circled in red. The page is divided into two main sections: "Act / Manage Transactions" and "Monitor Portfolio". The "Act / Manage Transactions" section has two sub-sections: "Act" with links like "Apply for Insurance Policy or Medium-term Guarantee" and "Manage" with links like "Amend a Policy or Guarantee". The "Monitor Portfolio" section has a "My Portfolio" sub-section with links like "Pending Applications" and "Insurance in Force/Recently Expired Policies", and a "Miscellaneous" sub-section with links like "Historical Transactions" and "My Company Profile".

Start a Disbursement Request (continued)



Select "Request a Disbursement Approval"

EXIM Online
EXPORT-IMPORT BANK OF THE UNITED STATES

Build Version : EXO-7.25.0
Deployed Nov 30, 2016

Logged in as: [ecp_testaccount](#) | [My Profile](#) | [Change Password](#) | [Logout](#)

[Home](#) [Customer Service](#)

Ecp Test Lender Business Address: 108 Garcia Ln, Rockville, MD 20850-4741 Primary Contact:

Act / Manage Transactions

Act

- [Apply for a Letter of Interest *What's New - Some helpful tips to submit LI applications via EXIM Online*](#)
- [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](#)

Manage

- [Amend a Policy or Guarantee](#)
- [Assign Insurance Policy Proceeds](#)
- [Report Shipments](#)
- [Make A Payment](#)
- [Report Overdues](#)
- [File a Claim](#)
- [Request a Disbursement Approval](#)
- [Request a Letter of Credit Approval](#)
- [Maintain Letters of Interest](#)

Monitor Portfolio

My Portfolio

- [Pending Applications](#)
- [Pending Claims](#)
- [Insurance In Force/Recently Expired Policies](#)
- [Insurance Policy Assignments](#)
- [Authorized + Non-Operative Guarantees](#)
- [Operative Guarantees](#)
- [Search Portfolio](#)

Miscellaneous

- [Historical Transactions](#)
- [My Company Profile](#)
- [Maintain Broker](#)

Start a Disbursement Request (continued)



Select "Start a New Request"

Ecp Test Company

Business Address:
106 Garcia Ln
Rockville, MD 20850-4741

Primary Contact:

Disbursement Request Actions

Note: Disbursement approval processing through Ex-Im Online is limited to guaranteed lenders who are required to submit their disbursement requests through Ex-Im Online.

[Start a New Request](#)

[Continue a Saved Request](#)

[View Pending Requests](#)

[View Historical Requests](#)

[Upload Audit Documents](#)

Start a Disbursement Request – Select a Transaction



EOL will display a list of the Lender’s available transactions including the amount authorized and amount undisbursed.

For foreign currency deals, these values will also be displayed in the foreign currency conversion amounts.

Select the transaction and program type associated with the disbursement (US Cost, Local Cost, or IDC).

Transaction Number	Agreement Type	Transaction Type	Program Type	Operative Date	Amount Authorized (USD)	Amount Undisbursed (USD)	Foreign Currency	Amount Authorized (FC)	Amount Undisbursed (FC)
08088162XB0003	MTG		US Cost Guarantee	08/09/2013	1,550,363.00	1,550,363.00			
08088162XB0004	MTG		US Cost Guarantee	09/17/2013	1,000,000.00	1,000,000.00			
08088182XB0001	MTG		US Cost Guarantee	08/19/2013	1,550,363.00	1,550,363.00			
08088182XB0002	MTG		Local Cost	08/19/2013	444,687.00	444,687.00			
08088182XB0003	MTG		Capitalized Interest(IDC)	08/15/2013	102,500.00	102,500.00			
08088182XB0004	MTG		US Cost Guarantee	09/17/2013	1,000,000.00	1,000,000.00			
08088183XX0001	MTG		US Cost Guarantee	08/19/2013	1,550,363.00	1,547,663.00	EUR	1,148,416.00	1,146,416.00
08088183XX0002	MTG		Local Cost	08/19/2013	444,687.00	444,687.00	EUR	329,397.00	329,397.00
08088183XX0003	MTG		Capitalized Interest(IDC)	08/19/2013	102,500.00	102,500.00	EUR	75,925.00	75,925.00
08088183XX0004	MTG		US Cost Guarantee	08/19/2013	1,550,363.00	1,550,363.00	EUR	1,148,416.00	1,148,416.00
08088183XX0005	MTG		Local Cost	08/19/2013	444,687.00	444,687.00	EUR	329,397.00	329,397.00
08088183XX0006	MTG		Capitalized Interest(IDC)	08/19/2013	102,500.00	102,500.00	EUR	75,925.00	75,925.00

The following transaction was selected: “0808816XB0003.”

Start a Disbursement Request – Disbursement Request Form





Ex-Im Online
Training Export Training
NOT ERM

Logged in as: **WJ_KIRCH** | [My Profile](#) | [Change Password](#) | [Help](#) | [Logout](#)
 Last logged in at 11:20 AM EDT on 04/26/2010

Ecp Test Lender

Business Address:
1108 Quince Ln
Rockville, MD 20850-4741

Primary Contact:
Lauren Kirsch
(302) 565-3129
lauren.kirsch@exim.gov

04/26/2010 11:20 AM EDT

Home | [Customer Service](#)

Disbursement Request - Submit

To submit a Disbursement Request, please identify a contact, provide details on the requested Disbursement, complete the certifications, enter invoice information and click the "Submit Request" button. If you choose not to submit the request, press "Save" so information can be retrieved at a later point. The "Back" button returns you to the previous screen.

Fields marked with * are required.

Transaction Information:

Transaction Number: 000016200003
 Agreement / Transaction / Program Type: M72 / US Cost Guarantee
 Operative Date: 04/26/2010
 Amount Authorized / Undisbursed (USD): \$1,550,000.00 / \$0.00

Contact Information:

* Contact Person: _____
 * Telephone Number: _____
 * Email: _____

Disbursement Information:

* Total amount of this request: \$ _____
 * Amount of Exposure Fee related to this request: \$ _____
 * Exposure Fee Rate related to this request: 2.5%
 * Date of Disbursement related to this request: (mm/yy/yyyy) _____
 * Date Exposure Fee was paid to Ex-Im Bank under this request: (mm/yy/yyyy) _____

Certifications:

* Is payment of the Commitment Fee current? Yes No
 * Have all Conditions Precedent and Special Conditions to disbursement been met? Yes No
 * Have all Disbursement Documents been received and are they all in compliance with the Medium-term Master Guarantee Agreement? Yes No
 * Has the Disbursement been calculated in accordance with the applicable Medium-term Master Guarantee Agreement? Yes No
 * Were Goods shipped and/or Services provided on or after the Initial Eligibility Date approved by Ex-Im Bank? Yes No
 * Have all Exporters been approved in writing by Ex-Im Bank? Yes No
 * Have all Goods and Services been approved in writing by Ex-Im Bank? Yes No
 * Has any Exporter provided a statement pursuant to its Exporter's Certificate describing Goods and/or Services listed on the U.S. Must-Not List (part 121 of Title 22 of the Code of Federal Regulations)? If yes, identify the Exporter and attach the Exporter's statement or list the Goods/Services and the U.S. Code amount of each in the comment box below.

Please provide any additional comments you want to include with this request.

Attachments:

To attach a document with the Disbursement request, please select a local file using the "Browse" button and click "Attach".

Choose file Attach

File	View	Delete
no cover page.doc	View	Delete

Exporter/Local Cost Provider's Invoice(s):

Invoice(s) financed by this Disbursement must be added to the Disbursement Request. Please enter the invoice information for each Exporter or Local Cost Provider below and use the "Add Invoice" button to associate the Invoice(s) with the Request. Repeat this process for each Exporter's or Local Cost Provider's invoice(s).

Exporter/Local Cost Provider:
 NAICS Code:
 Product Description:

Consolidated invoice amount paid: \$ _____
 Financed Amount (including Exposure Fee): \$ _____
 Number of Invoices: _____
 U.S. Content Percentage from the Exporter's Certificate: _____ %

No Invoice added

Payment Requester Ack:
 We expressly warrant that you affirm, per request, that you have read and understand the instructions, gather the necessary facts and fill out the form. However, you are not required to provide information regarding unless a valid OMB control number is displayed on the form. If you have comments or suggestions regarding the above information or ways to simplify this form, forward correspondence to Ex-Im Bank and the Office of Management and Budget, Paperwork Reduction Project, OMB No. 3045-0047, Washington, D.C. 20503.

Complete a Disbursement Request – Instructions and Transaction Information



Instructions are displayed at the top of the screen:

To submit a Disbursement Request, please identify a contact, provide details on the requested Disbursement, complete the certifications, enter invoice information and click the **"Submit Request"** button. If you choose not to submit the request, press **"Save"** so information can be retrieved at a later point. The **"Back"** button returns you to the previous screen.

- Asterisk (*) indicates a required field
- Click on "Submit a Request" when ready to submit request form
- "Save" function allows the Lender to complete part of the request form, save data and complete at a later date
- "Back" button returns Lender to the prior screen.

NOTE: The "Back" button within EOL should be used to return to a prior screen, not the "Back" button on the Web Browser toolbar

Transaction details:

Transaction Information:

Transaction Number:	08088162XB0003
Agreement / Transaction / Program Type:	MTG / / US Cost Guarantee
Operative Date:	08/09/2013
Amount Authorized / Undisbursed (USD):	1,550,363 / 1,550,363

- EOL will retrieve transaction details from EXIM Bank's financial system
- Data is "view-only"
- Amount Undisbursed will be updated with each approved disbursement request

Complete a Disbursement – Contact Information



EOL will populate contact information based on user's account information

<u>Contact Information:</u>	
* Contact Person:	Lauren Kirsch
* Telephone Number:	(202) 565 - 3129
* Email:	lauren.kirsch@exim.gov

- All Contact Information fields are available for update
- The email address listed under the “Contact Information” section will receive all email notifications related to this request (i.e., request submitted and request decision)
- An email address and phone number is required for the Contact Person

Complete a Disbursement Request – Disbursement Information



The Lender will complete the Disbursement Information section

<u>Disbursement Information</u>	
* Total amount of this request:	USD <input type="text"/>
* Amount of Exposure Fee related to this request:	USD <input type="text"/>
* Exposure Fee Rate related to this request:	2.5%
* Date of Disbursement related to this request:	<input type="text"/> (mm/dd/yyyy)
* Date Exposure Fee was paid to Ex-Im Bank under this request:	<input type="text"/> (mm/dd/yyyy)

- The Exposure Fee rate is pre-populated
- For monetary fields, only dollar amount is required (no "\$" sign)
- Date fields require input in the following format: mm/dd/yyyy
- All Disbursement Information must be completed prior to submitting disbursement request



Complete a Disbursement Request – Certifications



Certification questions:

Certifications:

- * Is payment of the Commitment Fee current? Yes No
- * Have all Conditions Precedent and Special Conditions to disbursement been met? Yes No
- * Have all Disbursement Documents been received and are they all in compliance with the Medium-term Master Guarantee Agreement? Yes No
- * Has the Disbursement been calculated in accordance with the applicable Medium-term Master Guarantee Agreement? Yes No
- * Were Goods shipped and/or Services provided on or after the Initial Eligibility Date approved by Ex-Im Bank? Yes No
- * Have all Exporters been approved in writing by Ex-Im Bank? Yes No
- * Have all Goods and Services been approved in writing by Ex-Im Bank? Yes No
- * Has any Exporter provided a statement pursuant to its Exporter's Certificate describing Goods and/or Services listed on the U.S. Munitions List (part 121 of Title 22 of the Code of Federal Regulations)? If yes, identify the Exporter and attach the Exporter's statement or list the Goods/Services and the U.S. Dollar amount of each in the comment box below. Yes No

- All certification questions require a response. A “No” to certain responses will prevent the Lender from submitting the request.
- Based on the transaction type, the certification questions will vary (i.e., local cost, lease transactions, etc.).

Complete a Disbursement Request – Additional Comments and Attachments



The Disbursement Request allows the Lender to input any additional comments.

The Lender is required to retain disbursement documents. The documents only need to be submitted upon request by EXIM Bank.

Please provide any additional comments you want to include with this request:

Attachments:
To attach a document with the Disbursement request, please select a local file using the "**Browse**" button and click "**Attach**".

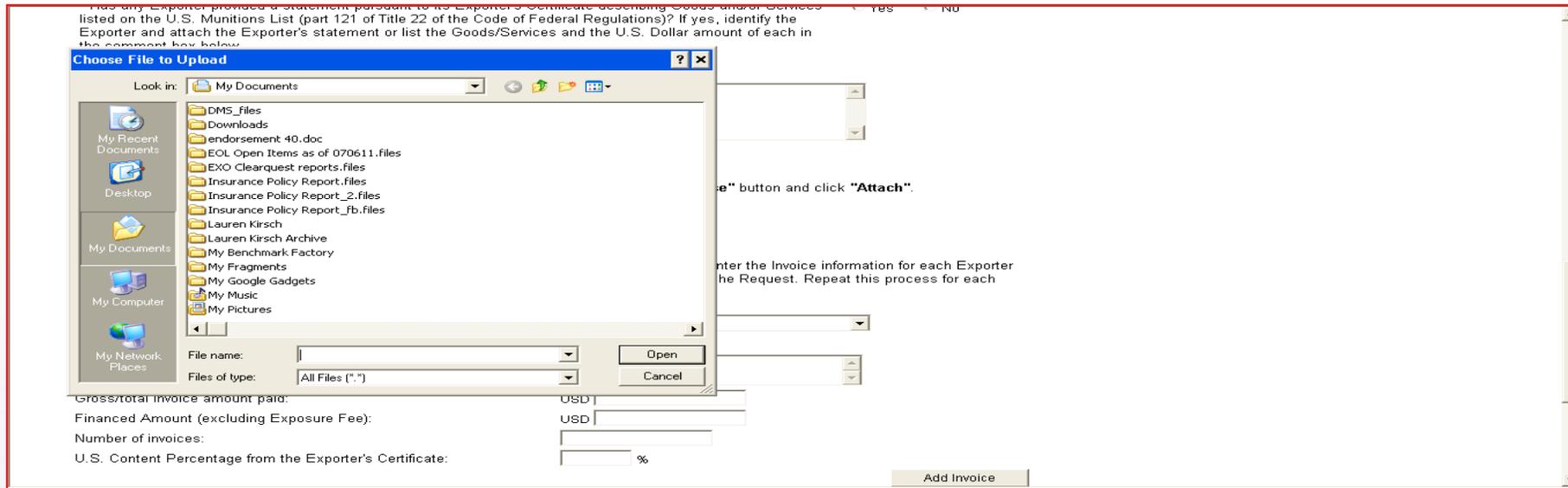
- However, if necessary any type of document may be attached (Word doc, .pdf, Excel spreadsheet, etc.).
- Document must reside on your computer's hard drive to attach to the disbursement request.

Complete a Disbursement Request – Additional Comments and Attachments (continued)



How to attach a document:

- Step 1 – Select a document by clicking on the “Browse” option and searching for the file on your computer



- Step 2 – Select the file and click “Open.” EOL will populate the file on the disbursement request screen
- Step 3 – Select “Attach” to associate the document to the disbursement request form

Complete a Disbursement Request – Additional Comments and Attachments (continued)



EOL will allow the Lender to view and/or delete any attachment that has been added to the request prior to submission.

To add more files, repeat steps 1 – 3. EOL will maintain a listing of all documentation added to the disbursement request.

Attachments:

To attach a document with the Disbursement request, please select a local file using the **"Browse"** button and click **"Attach"**.

File	Action	
fax cover page.doc	View	Delete

Complete a Disbursement Request – Exporter/Local Cost Provider Invoices



The Lender is required to input the Exporter/Local Cost Provider, invoice, and content information as part of the disbursement request submission for US and Local Costs.

All Exporters and Local Cost Providers must be pre-approved by EXIM Bank.

Approved Exporters and Local Cost Providers are available for selection from the drop-down menu.

If the Exporter or Local Cost Provider is not listed, please contact Credit Administration for further guidance about how to obtain approval so the company may be added to the list.

Exporter/Local Cost Provider's Invoice(s):
Invoice(s) financed by this Disbursement must be added to the Disbursement Request. Please enter the Invoice information for each Exporter or Local Cost Provider below and use the **"Add Invoice"** button to associate the Invoice(s) with the Request. Repeat this process for each Exporter's or Local Cost Provider's invoice(s).

Exporter/Local Cost Provider:

NAICS Code:

Product Description:

Gross/total invoice amount paid: \$

Financed Amount (excluding Exposure Fee): \$

Number of invoices:

U.S. Content Percentage from the Exporter's Certificate: %

No Invoice added.

Complete a Disbursement Request – Exporter/Local Cost Provider Invoices (continued)



The following fields are required to be completed for invoice(s) for each selected Exporter or Local Cost Provider:

- NAICS code (Select from the drop-down menu)
- Gross Total Invoice Amount Paid
- Financed Amount (excluding Exposure Fee)
- Number of invoices
- U.S. Content Percentage from the Exporter's Certificate (U.S. Exporter only)

Exporter/Local Cost Provider's Invoice(s):
 Invoice(s) financed by this Disbursement must be added to the Disbursement Request. Please enter the Invoice information for each Exporter or Local Cost Provider below and use the **"Add Invoice"** button to associate the Invoice(s) with the Request. Repeat this process for each Exporter's or Local Cost Provider's invoice(s).

Exporter/Local Cost Provider:
 NAICS Code:
 Product Description:
 Gross/total invoice amount paid: \$
 Financed Amount (excluding Exposure Fee): \$
 Number of invoices:
 U.S. Content Percentage from the Exporter's Certificate: %

One item found. Items per page: [10](#) [25](#) [50](#) [100](#)

Item #	Name & Address	NAICS Code	Product Desc.	Gross Invoice Amt. (USD)	Financed Amt. excl. Exposure Fee (USD)	# Invoices	US Content	Action
1	Petroni, C & Sons Ltd 104 Crandon Blvd Ste 406a, Miami, FL 33149-1564	333924	Industrial tow tractors, conveyor belt loaders and pallet and container loader	\$100,000.00	\$76,000.00	2	90%	Remove Update

Complete a Disbursement Request – Exporter/Local Cost Provider Invoices (continued)



As each Exporter/Local Cost Provider is added to the list, EOL will provide the option for the Lender to “Remove” or “Update” the information entered prior to submission.

If you select “Update,” EOL will display all the information previously entered and allow you to modify the information. Once you have completed your updates, click “Update.”

Exporter/Local Cost Provider's Invoice(s):
 To update the Invoice item, enter the new information below and click "Update". To cancel the update or go back to adding new Invoices, press "Cancel Update".

Item #1
 Exporter/Local Cost Provider:
 NAICS Code:
 Product Description:
 Gross/total invoice amount paid:
 Financed Amount (excluding Exposure Fee):
 Number of invoices:
 U.S. Content Percentage from the Exporter's Certificate: %

One item found.
 1 Items per page: [10](#) [25](#) [50](#) [100](#)

Item #	Name & Address	NAICS Code	Product Desc.	Gross Invoice Amt. (USD)	Financed Amt. excl. Exposure Fee (USD)	# Invoices	US Content	Action
1	Petroni, C & Sons Ltd 104 Crandon Blvd Ste 406a, Miami, FL 33149-1564	333924	Industrial tow tractors, conveyor belt loaders and pallet and container loader	\$100,000.00	\$76,000.00	2	90%	Remove Update

Complete a Disbursement Request – Submit



Once you have completed the disbursement request information, click on the “Submit Request” button at the bottom of the screen. EOL will validate that all required fields have been entered and there are no other errors on the page.

One item found. Items per page: [10](#) [25](#) [50](#) [100](#)

Item #	Name & Address	NAICS Code	Product Desc.	Gross Invoice Amt. (USD)	Financed Amt. excl. Exposure Fee (USD)	# Invoices	US Content	Action
1	Petroni, C & Sons Ltd 104 Crandon Blvd Ste 406a, Miami, FL 33149-1564	333924	Industrial tow tractors, conveyor belt loaders, and pallett and container loader	\$110,000.00	\$100,000.00	2	90%	Remove Update

Paperwork Reduction Act:
We estimate it will take you about 30 minutes per response, that includes the time it will take to read the instructions, gather the necessary facts and fill out the form. However, you are not required to provide information requested unless a valid OMB control number is displayed on the form. If you have comments or suggestions regarding the above estimate or ways to simplify this form, forward correspondence to Ex-Im Bank and the Office of Management and Budget, Paperwork Reduction Project, OMB No. 3048-0049, Washington, D.C. 20503.

Once validation is complete, EOL will display a GC # for the disbursement request. This GC # can be used to track status under the “Pending Requests” section.

Submit Confirmation

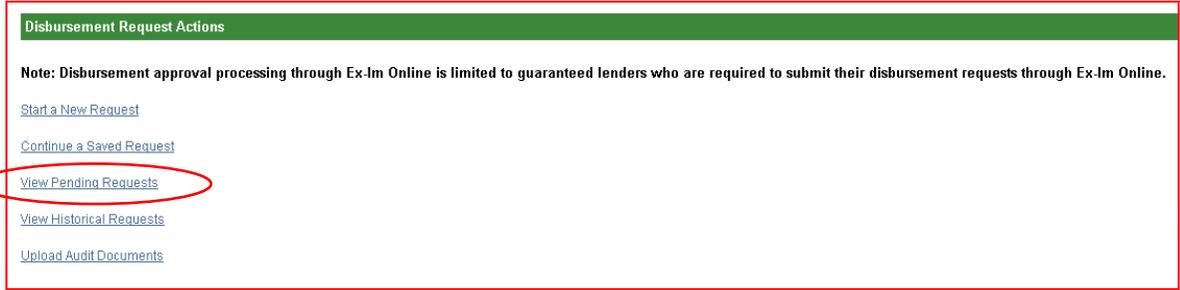
Your disbursement request has been submitted successfully. Please use following Request number(s) to check the status of your request: **GC13093065**

View Pending Requests



From the "Home" page, the Lender can view all pending disbursement requests.

Select "Request a Disbursement Approval" and then the link "View Pending Requests."



EOL will display a listing of pending requests currently being reviewed by EXIM Bank and their status.

Disbursement Request Search

4 items found, displaying all items.

1 Items per page: 10 25 50 100

GC Number	Transaction Number	Agreement Type	Transaction Type	Program Type	Total Amt.	Disb. Date	Status	Status Date	Foreign Currency
GC13093065	08088182XB0004	MTG		US Cost Guarantee	\$102,500.00	09-19-2013	Reviewer Assigned	09-26-13 11:56:12	No
GC13093064	08088162XB0003	MTG		US Cost Guarantee	\$102,500.00	09-01-2013	Pending - Director Reviewing	09-26-13 11:28:03	No
GC13093046	08088184XX0002	MTG	CGF	Local Cost	\$87,677.50	08-27-2013	Pending - Director Reviewing	09-09-13 10:30:11	No
GC13083038	08088185XA0001	MTG	CGF	US Cost Guarantee	\$133,682.40	08-29-2013	Pending - Operations Review	09-04-13 12:49:55	Yes



View Pending Requests (continued)



By clicking on the GC# for the pending request, EOL will display the following information:

➤ Disbursement Request Summary details

Disbursement Request			
Request Number:	GC13093064	Date Received:	09/25/2013
Loan/Guarantee:	08088162XB0003	Lender Name:	
LG Program:	US Cost Guarantee	Country:	PHILIPPINES
Initial Eligibility Date:	08/09/2013	Expiry Date:	12/15/2015
Assigned To:	Judy McClain	Assign Date:	09/25/2013
Approved By:		Date Approved:	
Amount Requested:	\$102,500.00	Commitment Fee Due Date:	
Date Lender Disbursed:	09/01/2013	Commitment Fee Due:	\$0.00
Invoice Amount:		Commitment Fee Outstanding:	\$0.00
Request Status:	Pending - Director Reviewing	Audit Status:	

[View Request Summary](#)

[Back](#)

➤ Link to view “Request Summary” (see Summary on next page)



View Pending Requests (continued)



EOL generates a summary of all data entered on the disbursement request for your reference.

The Summary can be viewed and/or printed anytime after submission.

Ex-Im Online
Adding Export Financing
NOT BANK

Logged in as: **WAL, W. W. King** | **My Profile** | **Change Password** | **Logout**
Last logged on at 8:03 PM EDT on Sep 28, 2015

Home | Customer Service

Business Address | Primary Contact

Disbursement Request

Transaction Information:
Request Number: 0C1303084
Transaction Number: 000004200003
Agreement / Transaction / Program Type: MTO / JUB Cost Guarantee
Operative Date: 09/01/13
Amount Authorized / Un disbursed (USD): 1,550,263 / 1,550,263

Contact Information:
Contact Person: Lauren Kinch
Telephone Number: (202) 565 - 3129
Email: lauren.kinch@exim.gov

Disbursement Information:
Total amount of this request: USD 102,500
Amount of Exposure Fee related to this request: USD 2,500
Exposure Fee Rate related to this request: 2.5%
Date of Disbursement related to this request: 09/01/2013
Date Exposure Fee was paid to Ex-Im Bank under this request: 09/01/2013

Certifications:
Is payment of the Commitment Fee current? Yes
Have all Conditions Precedent and Special Conditions to disbursement been met? Yes
Have all Disbursement Documents been received and are they all in compliance with the Medium-term Master Guarantee Agreement? Yes
Has the Disbursement been calculated in accordance with the applicable Medium-term Master Guarantee Agreement? Yes
Were Goods shipped and/or Services provided on or after the Initial Eligibility Date approved by Ex-Im Bank? Yes
Have all Exporters been approved in writing by Ex-Im Bank? Yes
Have all Goods and Services been approved in writing by Ex-Im Bank? No
Has any Exporter provided a statement pursuant to its Exporter's Certificate describing Goods and/or Services listed on the U.S. Merchandise List (part 121 of Title 22 of the Code of Federal Regulations)? If yes, identify the Exporter and attach the Exporter's statement or list the Goods/Services and the U.S. Dollar amount of each in the comment box below. Yes

Additional comments: This is test request submission.

Attachments:
See cover page.doc

Exporters/Local Cost Provider Invoice:

Name & Address	NAICS Code	Product Desc.	Invoice Amount (USD)	Financed Amt. (including Exposure Fee) USD	No. of Invoices	UPR Commit %
Palmon, C. & Sons Ltd 154 Gordon Blvd Ste 400A, Miami, FL 33149-1904	333224	Industrial tractors, conveyor belt loaders, and pallet and container loader	110,000.00	108,000.00	2	90

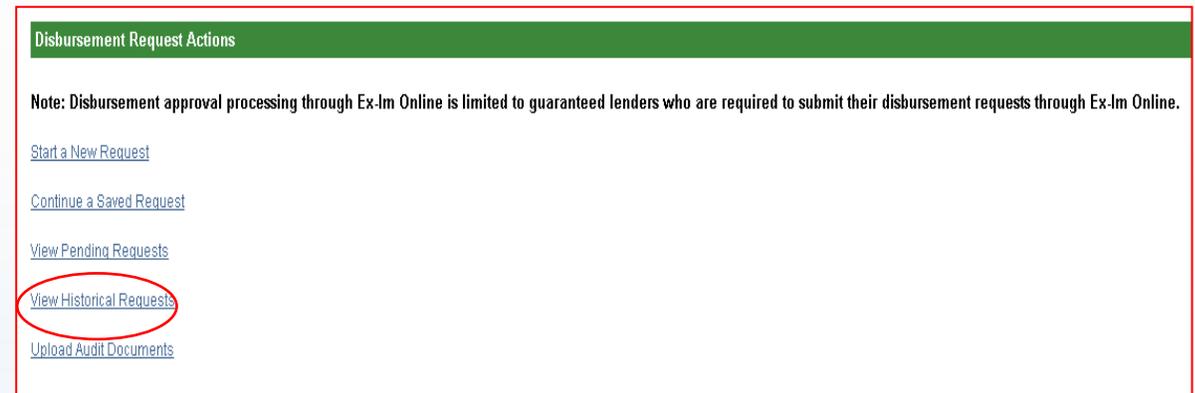
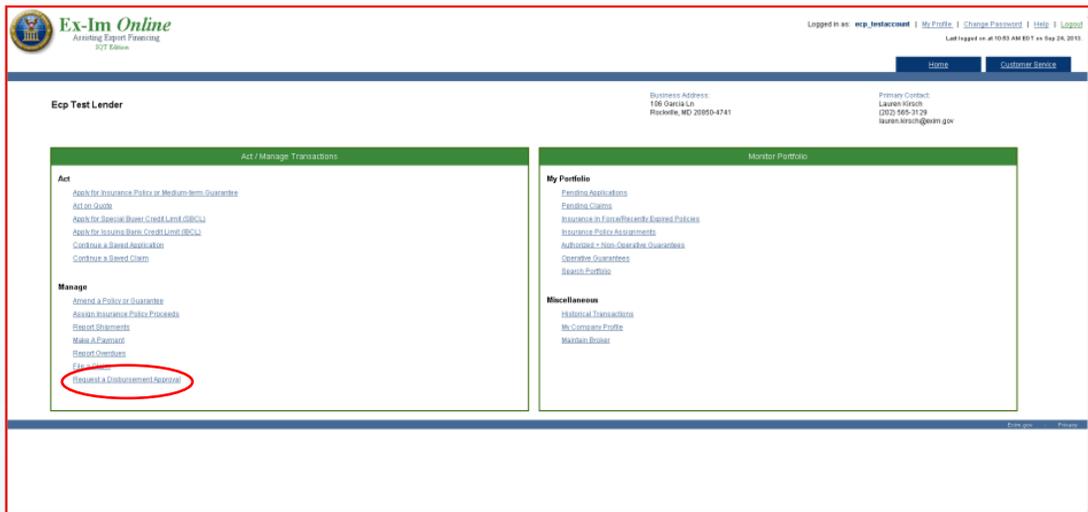
Back

View Historical Disbursement Requests



From the “Home” page, the Lender can view all historical requests.

Select “Request a Disbursement Approval” and then the link “View Historical Requests.”



EOL will display a listing of all disbursement requests that have been processed by EXIM Bank including those approved under the legacy ECP. This will include both Approved and Declined requests.

View Historical Disbursement Request (continued)



Listing of Historical Disbursement Requests

GC Number	Transaction Number	Agreement Type	Transaction Type	Program Type	Total Amt.	Disb. Date	Status	Status Date	Foreign Currency
GC13083043	08088182XB0001	MTG		US Cost Guarantee	\$1,000.00	08-19-2013	Approved	09-25-13 11:55:32	No
GC13093057	08088162XB0003	MTG		US Cost Guarantee	\$1,550,363.00	09-18-2013	Approved	09-25-13 11:54:50	No
GC13093058	08088162XB0004	MTG		US Cost Guarantee	\$294,637.00	09-18-2013	Declined	09-25-13 11:44:47	No
GC13093060	08088188XB0001	MTG	Co-financing	US Cost Guarantee	\$127,500.00	08-30-2013	Approved	09-25-13 11:19:04	No
GC13093045	08088187XB0002	MTG	Lease	Local Cost	\$11,579.47	09-03-2013	Approved	09-25-13 11:18:33	Yes
GC13093048	08088182XB0002	MTG		Local Cost	\$153,750.00	08-30-2013	Approved	09-25-13 11:17:04	No
GC13093047	08088182XB0001	MTG		US Cost Guarantee	\$128,125.00	08-30-2013	Approved	09-25-13 11:16:43	No
GC13093052	08088188XB0001	MTG	Co-financing	US Cost Guarantee	\$2,210,850.00	09-06-2013	Declined	09-20-13 01:49:14	No
GC13093053	08088188XB0002	MTG	Co-financing	Local Cost	\$153,000.00	09-06-2013	Declined	09-20-13 01:45:22	No
GC13093056	08088190XB0001	MTG		US Cost Guarantee	\$9,450.00	09-16-2013	Approved	09-17-13 12:27:39	No
GC13093055	08088190XB0001	MTG		US Cost Guarantee	\$94,500.00	09-16-2013	Approved	09-17-13 11:31:18	No
GC13083040	08088186XA0001	MTG	Lease	US Cost Guarantee	\$108,925.75	08-30-2013	Approved	09-10-13 10:07:57	No
GC13083041	08088186XA0002	MTG	Lease	Local Cost	\$5,218.00	08-30-2013	Approved	09-10-13 10:06:35	No
GC13083042	08088187XB0001	MTG	Lease	US Cost Guarantee	\$153,789.88	08-29-2013	Approved	09-10-13 10:05:34	Yes
GC13083051	08088184XB0002	MTG	CGF	Local Cost	\$10,200.00	08-31-2013	Approved	09-09-13 02:30:00	No
GC13083039	08088185XA0003	MTG	CGF	US Cost Guarantee	\$99,900.50	08-29-2013	Approved	09-09-13 11:58:38	Yes
GC13083044	08088183XB0001	MTG		US Cost Guarantee	\$2,700.00	08-19-2013	Approved	09-09-13 11:51:40	Yes

By clicking on the "GC Number", EOL will display:

- Disbursement Request Details which will include "Approval" information for approved requests
- Link to Disbursement Request Summary

Disbursement Request

Request Number:	GC13083043	Date Received:	08/30/2013
Loan/Guarantee:	08088182XB0001	Lender Name:	Espirito Santo Bank
LG Program:	US Cost Guarantee	Country:	PHILIPPINES
Initial Eligibility Date:	08/19/2013	Expiry Date:	12/15/2015
Assigned To:	Judy McClain	Assign Date:	08/30/2013
Approved By:	Donna Schneider	Date Approved:	09/25/2013
Amount Requested:	\$1,000.00	Commitment Fee Due Date:	
Date Lender Disbursed:	08/19/2013	Commitment Fee Due:	\$0.00
Invoice Amount:	\$975.00	Commitment Fee Outstanding:	\$0.00
Request Status:	Approved	Audit Status:	

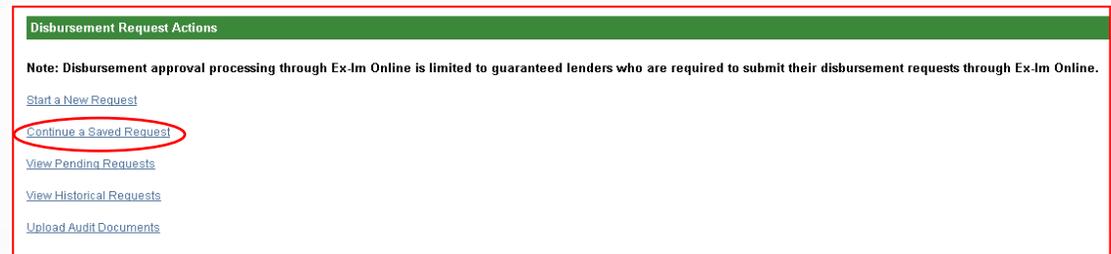
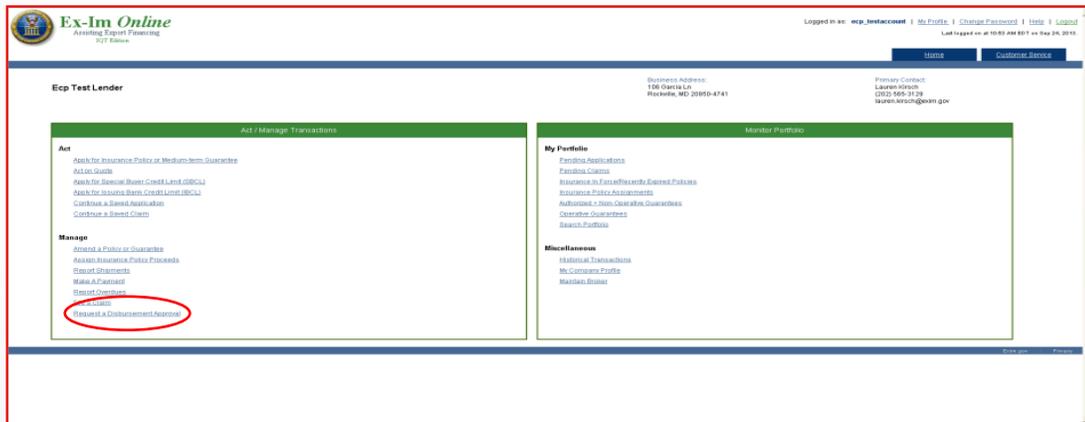
[View Request Summary](#)

Back

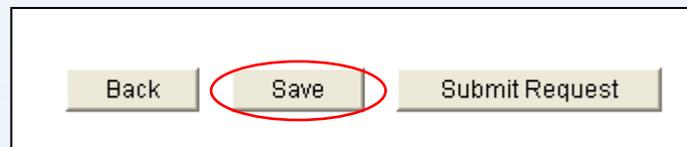
Continue a Saved Disbursement Request

From the “Home” page, the Lender can continue a “saved” request.

Select “Request a Disbursement Approval” and then the link “Continue a Saved Request.”



EOL will display a listing of disbursement requests that have been started but not yet submitted (“Saved” requests). EOL will only save a request if the Lender explicitly clicks on “Save” at the bottom of the page.



Continue a Saved Disbursement Request (continued)



Listing of saved disbursement requests

Disbursement Request Search								
9 items found, displaying all items.								
1								Items per page: 10 25 50 100
Transaction Number	Agreement Type	Transaction Type	Program Type	Total Amt.	Disb. Date	Status Date	Foreign Currency	Action
08088162XB0003	MTG		US Cost Guarantee			09-25-13 09:54:20	No	Remove
08088190XX0001	MTG		US Cost Guarantee			09-17-13 03:42:49	No	Remove
08088185XA0002	MTG	CGF	Local Cost	\$7,428.57	09-01-2013	09-10-13 10:20:49	Yes	Remove
08088189XA0001	MTG	Co-financing	US Cost Guarantee	\$7,162.92	08-30-2013	09-09-13 11:31:03	Yes	Remove
08088189XA0001	MTG	Co-financing	US Cost Guarantee	\$5,730.34	08-30-2013	09-09-13 11:24:56	Yes	Remove
08088182XB0001	MTG		US Cost Guarantee	\$127,812.50	08-30-2013	09-04-13 03:12:56	No	Remove
08088186XA0001	MTG	Lease	US Cost Guarantee			09-03-13 06:23:35	No	Remove
08088184XX0002	MTG	CGF	Local Cost			09-03-13 06:03:44	No	Remove
08088183XX0001	MTG		US Cost Guarantee	\$2,700.00	08-19-2013	08-30-13 07:59:32	Yes	Remove

By clicking on the “Transaction Number” for a saved disbursement request, EOL will display the disbursement request form with all saved data displayed since the last time the request was worked on. The Lender may continue to enter data and/or submit the request.

The Lender also has the option to “Remove” a saved request prior to submission. “Removed” requests will not be available for view in EOL.



Contact Information



If you are having trouble completing a request and/or need additional assistance, please contact Credit Administration

Credit Administration contact information is listed below:

- Judy McClain 202-565-3482 judy.mcclain@exim.gov
- Donna Schneider 202-565-3612 donna.schneider@exim.gov
- Kit Arendt 202-565-3480 kit.arendt@exim.gov

For technical difficulties, contact bapimt@exim.gov