How to Generate Current Trade Outstanding Reports (TR,LCD,LC,Guarantees Etc)?

Step 1: Locating the Letter of Credit (LC) Application Form on iTrade

- Select **"Trade Services"**
- Select **"Queue"**
- Select **"Customer Report Center"**
- Select **" Submit Service Report"**

Step 2: Fill out all the mandatory fields with red asterisk *

- Select the required reports to be downloaded from drop down
- Select the **output Format as** Microsoft Excel
- Select the date range accordingly then click on **"Submit"**

Step 3: Downloading the Reports once the request is submitted...

- Select **"Download Report"**
- Locate the requested Report then click on **"Action"** icon to download the report once status shows **"SUCCEEDED"**

S No	Report ID	Report Type	Report Sub Type	Req DTM	From Date	To Date	As On Date	Status	Action
1	REP2108000000010	Customer Outstanding Reports	Avalization Outstanding	2021-08-17 18:02:20.0			-	SUCCEEDED	⬇
2	REP2108000000011	Customer Outstanding Reports	Avalization Outstanding	2021-08-17 18:03:06.0			-	SUCCEEDED	⬇
3	REP2108000000012	Customer Outstanding Reports	Loans Outstanding	2021-08-17 18:13:14.0			-	SUCCEEDED	⬇
4	REP2108000000013	Customer Outstanding Reports	Loans Outstanding	2021-08-17 18:13:51.0			-	SUCCEEDED	⬇