

# How to Check if any IBC (Inward Bills for Collection) Documents Received to our Company?

## Step 1: Locating and checking the status of Inward Bills for Collection documents on iTrade

- Select "**Trade Services**"
- Select "**Import Collection**"
- Select "**IC Inquiry**"
- Select "**Search**" then New IBC documents if received and processed by the Bank will be reflected here with status as "**NEW**" **Note:** *if no new documents found here means either documents might have not received by the bank or received documents and under process with the bank.*

Commercial Bank of Dubai

User: FIRSTNAME OF 161159, LASTNAME OF 161159, / 1138234

Trade Services | Queue | Administration

Message to Bank  
Pending ICs  
IC Inquiry  
IC Maintenance

### Inquiry - List of Import Collection Transactions

Search Options

In the inquiry function, you must enter the search criteria of the transactions that you wish to list for.  
Hint: For partial search, please use "%" before or after your search value, e.g. type %MYTEXT% to search for items containing the word MYTEXT. (Note: Search is Case sensitive)

System ID:   
Entity:   
Entity/Drawee Name:   
Bank Ref:   
Drawer:   
Ccy:

Search

Download File

1 - 1 of 1 items

System ID	Entity	Entity/Drawee Name	Bank Ref	Drawer	Ccy	Amount	Creation	Status
IC21080000000006	1138234	addr of RIM NO 1138234 addr of RIM	IBC2100077-30	PAPER DISTRIBUTION INTERNATIONAL LT	USD	1,000.00		New

## Step 2: Checking if new IBC documents received or not from iTRADE dashboard

- Click on "**Home Page**"
- Click on "**System ID**" under "**Recent Notifications from the Bank**" if any IBC new documents are reflected under "**Bank Ref**" **Note:** *if no new documents found here means either documents might have not received by the bank or received documents and under process with the bank.*

Ongoing Tasks

System ID	Type	Date	Issuer	Description
Sorry, an error occurred				

October						
M	T	W	T	F	S	S
27	28	29	30	1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	29	30	31
1	2	3	4	5	6	7

2021

Outstanding Amount

RIM NO 1138234 >> Commercial Bank Of Dubai

Product	Qty	City	Outstanding Amount
Outward Guarantee		AED	25.00
Import Collection		AED	3,660.00
no pending transactions			

Upcoming Events

Recent Notifications from Bank (To check the latest status of transaction, please click on the System ID)

[See All](#)

System ID	Bank Ref	Type	Date	Status
<a href="#">IC21080000000606</a>	IBC2100077-30	New	31/08/2021	✓
<a href="#">BG21080000000263</a>	OLG2100237-30	New	04/08/2021	✓

[See All](#)